

General Education Committee
December 2, 2004
Hawai'i Hall 208
Minutes

CALL TO ORDER

The meeting was called to order at 12:05 p.m.

Present: Linda Cox, Patricia Fryer, Jon Goss, Emily Hawkins, Randy Hensley, Jeannie Lum, Megumi Taniguchi; Kelly Aune (OVCAA), Jan Heu (A&R), Thomas Ramsey (SEC).
Absent: Richard Chadwick.
Guests: Tom Hilgers (GEO), Helene Sokugawa (OVCAA).

MINUTES: The minutes of November 18, 2004, were approved as submitted. The minutes of the November 9, 2004 joint meeting with the H Board were approved as submitted.

OLD BUSINESS:

1. System and non-system transfer of credits (Heu)

Issue: GEC articulation policy of requiring system campuses to submit a syllabus to articulate courses. Not exactly same for non-system transfers according to A & R procedures.

MOTION: All transfer-credit requests should be accompanied by a syllabus when feasible. The motion was unanimously approved by the GEC in principle.
Mueller-Ali to check existing GEC policies requiring syllabus and report.

2. Mentoring and Information Processing subcommittees should reports to the GEC by the last week of February. (Cox)

Information Processing subcommittee: Fryer, soon away for research, will be replaced by Goss or Hawkins as chair. UHM Gen Ed Program states that certain requirements will be dealt with in the major (Major Requirements).

- The committee needs to determine whether this gened requirement is being met by UHM departments; based on results, decide what action is needed. WASC requires these skills as part of gened. Need data, evidence for WASC that this is being accomplished.
- The committee should work with the OVCAA to determine what departments are currently doing.
- Liberal Arts Working Group is considering other approaches to dealing with this competency.

3. Relationship between GEC and the boards

Should "appeals processes" be reconsidered?

Memo of Understanding, #6, (Gen Ed Handbook, p. 14) was cited: "...appeals about GEC decisions are made in writing to the GEC..." Hilgers explained that "appeals" here refers to issues between the GEC and its boards and not to Boards and instructors.

Proposal Process, Gen Ed Handbook p. 96, states that a faculty appeals process is unnecessary because of a Board-based negotiations process.

Cox and Hensley will draft possible language to clarify the appeals processes.

NEW BUSINESS

1. 12/9 meeting with Chancellor Englert and Asst. VCAA Kelly Aune (Cox)
Discussion topics: articulation; assessment; Liberal Arts Working Group
GEC will convene at 12:00 p.m. in Hawai'i 309; Chancellor will join the meeting at 12:30.
2. Cox distributed a draft of her fall report (attached) to the Faculty Senate. GEC should email feedback to her.
3. GEO Update (Hilgers)
 - a. H Board nominee scheduled for Faculty Senate action at the next Faculty Senate meeting.
 - b. GEO is enforcing GEC policy that no changes in Focus designations are allowed after student registration has begun. Spring 05 registration began 12/1.
 - c. E5.209 revision: Several approaches are being discussed.
 - d. Who will make GEC decisions during the winter break?
The GEC authorized Cox to act on its behalf during the break.
4. Transferability of Focus designations from campus-to-campus (Sokugawa)
If a community college instructor has approval to teach a course with the H Focus designation at campus 1, does this approval transfer if he teaches the same course at campus 2?

CONSENSUS: H approval must be for the campus that offers the course credit. If the response to questions on the proposal form and the syllabus would be identical, the campus instructor only completes and submits page one of the proposal form.

WRAP UP

1. Mueller-Ali checking on GEC policy language re transfer credits.
2. Mentoring and Information Processing subcommittees should report to the GEC by the last week of February.
3. Cox and Hensley will draft language on appeals processes.
4. 12/9 GEC meeting will convene at 12:00 p.m. in Hawai'i 309; Chancellor Englert will join the meeting at 12:30 p.m.

The meeting adjourned at 1:43 p.m.

Submitted by Barbara Mueller-Ali, Recorder