

UNIVERSITY OF HAWAI'I AT MĀNOA


REVISED

PETER ENGLERT
CHANCELLOR

May 20, 2004

MEMORANDUM

TO: Council of Chancellors
All Campus Council of Faculty Senate Chairs

FROM: Peter Englert 
Chancellor

SUBJECT: PROCEDURES FOR ARTICULATION TO UH-MĀNOA'S GENERAL
EDUCATION FOUNDATIONS REQUIREMENTS

A March 11, 2004 memorandum from the UH-Mānoa Interim Vice Chancellor for Academic Affairs to Vice President David McClain described governing concepts for general education articulation approved by both faculty and administration. This memorandum sets forth faculty- and administration-approved procedures for campus-to-campus articulation to the foundations component of UHM's general education program.

GOVERNING CONCEPTS

As background, Interim Vice Chancellor Kim's March 11 memorandum described two approved approaches to articulation to UHM's foundations requirements: articulation of an approved foundations program and articulation of individual foundations courses. Specifically, the memorandum stated:

- "1. Foundations Program Option: Procedures for Articulation Among Approved Foundations Programs

Several campuses are considering adoption of general education core foundations requirements that employ the categories and hallmarks in use at UHM. The resulting emergence of a 'Common Foundations Requirement' provides us with an opportunity to extend the WI model of

articulation to this area. The Mānoa Faculty General Education Committee and the Senate Executive Committee have voted to support an articulation process by which campuses may establish an approved foundations program. We encourage campuses to adopt Mānoa hallmarks and enter into discussion to develop an approved program for articulation.

At the same time, Mānoa welcomes individual course proposals from all campuses. Course proposals may be submitted using procedures that are consistent with E5.209.”

GOVERNING DEFINITIONS

UHM General Education Program: UHM’s general education core (foundations and diversification) requirements and the courses approved to satisfy those requirements, plus UHM’s special graduation (Hawaiian/second language and focus) requirements and the courses approved to satisfy those requirements.

UHM General Education Core Foundations category: Requirements and approved courses in global and multicultural perspectives; symbolic reasoning; and written communication.

Common Foundations Program: Requirements “common” to those UH campuses that have adopted all of UHM’s foundations requirements for certain degrees and use UHM’s foundations hallmarks to designate courses that satisfy the requirements.

PROCEDURES FOR ARTICULATION TO UHM’S FOUNDATIONS REQUIREMENTS

Two different procedures govern the articulation of courses to meet the general education core-foundations requirement at UHM:

- A. procedures for articulation involving an entire common foundations program (for campuses that have common foundations requirements for one or more degrees), and
- B. procedures for articulation of individual courses using UHM foundations hallmarks (for campuses that do not have an approved common foundations program).

A. Articulation Involving a Common Foundations Program

Campuses that have an approved common foundations program, as described below, will have the authority to review their own courses for foundations designations. Requests for a common foundations program approval will be submitted to a systemwide committee for consideration. Recommendations made by the systemwide committee are subject to approval by the receiving campus(es). Once a campus's common foundations program is fully approved, its students' foundations courses can be readily transferred to other UH campuses that have an approved common foundations program.

Approval criteria for a common foundations program. The systemwide foundations committee evaluates campus proposals for a common foundations program using the following criteria:

1. establishment of common foundations requirements for an Associate of Arts or Bachelor's degree, including acceptance of the UHM foundations hallmarks and UHM's interpretation of those hallmarks for purposes of course designation;
2. appropriate University approval of the foundations requirements for an Associate of Arts or Bachelor's degree;
3. appropriate campus foundations-requirement support, including adequate numbers of faculty and support personnel, attention to student needs, and budget;
4. appropriate course designation and evaluation procedures;
5. appropriate assessment of student learning outcomes and the use of the assessment to improve educational effectiveness (which is required by WASC); and
6. appropriate faculty training.

Systemwide committee membership. A systemwide committee will consist of members from each campus that has an approved common foundations requirement. Each campus selects its representative(s). Committee membership will be determined by Faculty Senates and the Council of Chancellors.

Approval process. The UHM Office of the Vice Chancellor for Academic Affairs (OVCAA) will convey to the campuses, upon request, detailed instructions for proposing a common foundations program.

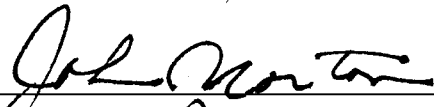
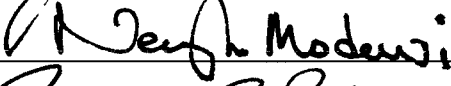
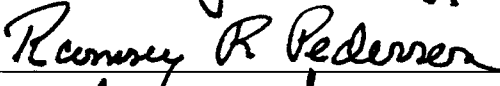

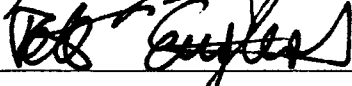
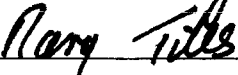
Annual review by systemwide committee. Campuses are expected to improve their common foundations requirement procedures and courses through the use of assessment data. So that evolving courses and procedures remain in compliance with the approval criteria, annual common foundations program review will be conducted by each campus and annual rearticulation by the systemwide committee will take place.

B. Articulation Involving Individual Course Review

Campuses that do not have an approved common foundations program may propose individual courses for articulation. A catalog description plus governing syllabus should be sent to the UHM OVCAA, which will oversee the review of individual courses using the appropriate foundations hallmarks. Governing procedures are spelled out in E5.209.

UHM is very interested in moving forward with both processes for articulation of foundations requirements and hope we can move quickly towards our shared vision of articulation across the system.

The following parties agree to the form and content of this memorandum.

	John Morton
	Neghin Modavi
	Ramsey R. Pedersen
	Jerry Saviano
	Peter Englert
	Mary Tiles

c: President Evan S. Dobbelle
Vice President David McClain

Date: June 9, 2004