

General Education Committee  
August 24, 2007  
Hawai'i Hall 208  
**Minutes**

**CALL TO ORDER**

The meeting was called to order at 9:00 a.m. by the chair.

Present: John Engel, Lynne Higa, Susan Johnson, Mike Kirk-Kuwaye (vice-chair), Michael Nassir, Jane Schoonmaker (chair), Carolyn Stephenson, George Wong  
Bob Campbell (FRAUHM), Ron Cambra (OVCAA), Linda Cox (SEC, arrived at 9:30), Jane Heu (A&R), Tom Hilgers (GEO), Monica Stitt-Bergh (GEO).

MINUTES: The minutes of April 27, 2007 were approved as submitted.

**ACTION AND INFORMATION ITEMS:**

1. Ongoing GEC activities
  - a. Hilgers listed the ongoing duties of the GEC:
    - i. Review Focus board recommendations and approve (a) sections with 3 or 4 Focus designations and (b) course-based Focus designations
    - ii. Uphold, revise, and create policies related to Gen Ed as needed
    - iii. Review Foundations board and Diversification subcommittee recommendations and approve Foundations and Diversification designations
    - iv. Participate in Gen Ed assessment
2. Liaison assignments
  - a. Liaisons serve as the communication link between the boards and the GEC. They provide a short written summary of board activities to the GEC and alert GEC to issues that need attention. Summary reports are discussed in GEC meetings only when action or discussion is requested.
  - b. Assignments
    - Lynne Higa = Writing
    - Susan Johnson = Hawaiian, Asian, & Pacific Issues
    - Mike Nassir = Foundations
    - Carolyn Stephenson = Contemporary Ethical Issues
    - George Wong = Oral Communication
3. Carry-overs from last year
  - a. Four changes to the official Gen Ed requirements document need to be presented to the Faculty Senate (see GEC minutes, 4/27/2007). Items: HSL language, student representation on boards, faculty mentoring language, and college and major requirements language.

- b. Johnson and Schoonmaker will draft motions for the GEC to discuss.
- 4. Diversification
  - a. Subcommittee needed to handle the fifth-year review of Diversification courses in Fall 2007 and to make recommendations on new Diversification requests.
  - b. Subcommittee: Engel, Higa, Johnson, Nassir, Wong.
- 5. Request from SEC: Collegiate Learning Assessment
  - a. Cox reported that the SEC has requested GEC response to this question: “Is it part of the objective of our general education program that our students acquire what is tested by this [Collegiate Learning Assessment] instrument so that any difference between the scores of first and fourth years students would be a measure of the success or otherwise of our general education program?”
- 6. Goals for this year
  - a. Guide and participate in assessment efforts related to Gen Ed
  - b. Implement articulation
  - c. Discuss AHL merge (Diversification)
  - d. Discuss implementation of original Gen Ed document and Catalog language that states that students should complete Foundations courses before reaching sophomore status.
  - e. Clarify GEC’s role in HSL college-level waivers
  - f. Discuss policy on Focus requests made after course registration has begun

WRAP UP:

1. Johnson and Schoonmaker will draft motions for Faculty Senate.
2. Stitt-Bergh to schedule Diversification subcommittee meeting.
3. Set meeting dates for fall semester; GEO will ask GEC for Friday availability through December.
4. GEO will send information about the Collegiate Learning Assessment to the GEC for its review.
5. GEO will gather information on the HSL college-level waiver procedures/process.

Next meeting: Friday, September 7, 2007, Hawai‘i 208.

The meeting adjourned at 10:20 a.m.

Submitted by Monica Stitt-Bergh, Recorder