Liaison Reports for 01/26/07 GEC Meeting

1. **E Board, 1/22/07 meeting; Jon Goss, Liaison**
The E-Board held a workshop on January 17. Seven instructors attended from a range of departments and professional schools. E-Board members presented on: overview of focus hallmarks and designation process using website; incorporating ethical content in technical courses; teaching E-focus in humanities courses in the absence of professional codes of ethics; teaching ethics in classroom interaction; and the use of props and techniques to teach ethical issues. Presentations provoked questions and discussion, and seem well-received.

The E-Board met on January 22. Todd Sammons presented two proposed modifications to Focus designations: 1) increase of the approval period to 5 years; and 2) end of focus approvals on July 31. Members seemed in unanimous agreement about 2), and while the majority seemed to favor the long period in 1) there were some reservations as the E-Board is unhappy with some renewal applications, and longer periods would mean that some instructors would “get away with it” for longer.

This was the first meeting since the E-Board instituted electronic review. There are some teething problems. The mechanism was clarified. It would help if the meeting room had a computer and printer so that hard copies of posted comments and materials did not need to be made for E-Board meetings.

Discussion of three of nine proposals. Proposals still having problem with identifying an “ethical framework” and instructors with integrating ethical principles and student activities. One Business proposal (3 sections) approved. Two WS proposals need clarification.

Web site needs updating. John Zuern will work on removing outdated material. E-Board should develop model syllabi reflective of changes in E-Focus hallmarks and post on web site.

No specific feedback received about workshop. Perhaps evaluations should be distributed?

2. **H Board, 1/22/07 meeting; George Wong, Liaison**
Monica and Todd came to speak to board on articulation and learning outcomes for courses:

- Effective immediately, board now authorized to approve up to 2 designations, but those with 3 or more designations will still require approval by GEC.
- Starting next spring, courses with 2 or more designations will be required to have an integrated syllabus for each designation. [2/9/07 correction]
- Courses with one designation applying for another will expire at the same time. For example, if a course already has an H designation and is applying for O. H must be renewed at this time so that both designations will expire at the same time.
- Modification:
  - Extend renewal of designation from 3 to 5 years. There was concern about instructors adhering to requirements. It was decided that a syllabus would be requested from the instructor each year that the course is taught.
  - If a course is taught in two successive semesters, by same instructor, designation will be automatic. This will not impact many classes.
- Learning outcome for courses will be required by May. Monica will write learning outcome.
A system wide meeting, on articulation will meet at 1:30, on January 25, 2007, at Bachman 113.

Two courses to be reviewed were deferred because documentation for courses were difficult to read due to improper format of files.

Next H-Board meeting will be on February 5, 2007.

3. **O Board**, Richard Bigus, Liaison
4. **W Board**, John Engel, Liaison

5. **Foundations Board**, 1/23/07 meeting; Susan Johnson, Liaison
   The board heard comments from the system-wide Multi-campus Foundations Committee - Jerry Saviano (HonCC), Dennis Nullet (Kap CC), & Joel Weiner (UHM) - regarding the Foundations Portfolios recently submitted by Windward CC and Leeward CC to join the multi-campus Foundations articulation agreement. The committee identified some missing elements in both portfolios, and Saviano will communicate with both campuses regarding these elements. Once everything is in order, Weiner will bring the multi-campus board discussions/recommendations to the GEC and AVCAA for a final UHM decision.

   **Course renewals**
   a. NREM 203: The board recommends renewal of this course, but suggests the department should directly address how the course fulfills Hallmark #2 in future submissions.

   b. ICS 141 and 241: The board recommends renewal of both courses, but again, suggests the department should directly address how the courses fulfills Hallmark #2 in future submissions.

   c. The board agreed to extend the renewal deadline for the Art Department for an additional two weeks.

   The next meeting is scheduled for February 13th, when FG renewals have arrived!

6. **HSL**, Cristina Bacchilega, Liaison