

## **FG Task Group**

April 9, 2010

1030-12 noon

Bachman 203 with VTC connection to Kaua'i and Maui.

### **Meeting Summary**

Present – Christian Peterson (UHM), Alan Rosenfeld (UHWO), Pat Patterson (Hon CC) and convener, Lina Doo (Kap CC), Jon Kalk and Alan Boyd (Kau CC), James Fujita (Lee CC), Bud Clark (Maui College), Malia Lau Kong (Win CC), Joanne Itano (UH System)

#### Review of FG Hallmarks

Hallmarks were developed by UHM. Explanatory notes were developed and approved by the multicampus Foundations Board. Do the A,B, C designations continue to work? For history and anthropology courses, A and B work well; for other disciplines such as music and culture, C works well. The group consensus was that the term, primarily for explanatory note for the first hallmark is about 90% or more. The historians find the hallmarks works well for their courses and is fine for anthropology courses. No suggested revisions to hallmarks or explanatory notes

#### Process to designate new and renewal of FG courses

Hon CC has two faculty representing FG,FS, and FW. They meet once or twice a year to review courses and make a recommendation to the GE committee. There is a required plan for assessment. An embedded question is used in each course, at least one question on one exam. The question is graded blindly and faculty meet to discuss students' responses.

Lee CC is assessing Hist 151/152 with two quizzes, one focused on western civilization and one focused on non western civilization. This is based on a common reading. The quiz has five questions; a score of 4-5 exceeds expectations, 3 meets expectation and 2 or less does not meet expectations. This is repeated each semester.

Kaua'i has their application materials available on the web.

Windward CC is not yet assessing FG and has plans to start in the Fall 2010. They plan to assess the hallmarks along with course SLOs. Their application is available online and the committee meets monthly to review applications. Since Windward CC is small, faculty are required to discuss interest in having a FG designation with other faculty who might be impacted.

UHWO has 5 courses with FG designation. They have one GE committee and not a separate FG committee because they have about 50 faculty. Their list of courses and application is attached.

Kapi'olani CC has their application online. The FG committee does not meet often and has not addressed assessment.

UHM have a Foundations board that meets twice a semester. They review courses every five years and report to the GE committee. No assessment of FG courses yet due to the variety of courses and the volume of faculty involved.

Maui College has a foundations committee that meets twice a semester. They have been working on assessment with the transition to the senior commission of WASC. Rubrics have been developed tied to the hallmarks and SLOs.

#### What if there is a course not meeting hallmarks?

No specific mechanism mentioned for this kind of review. Courses are submitted for initial designation and resubmitted for review after five years at which time action may be taken to not renew or advise faculty that course needs revision to meet hallmarks.

At Windward CC, courses are monitored. Instructors/departments are notified 3 semesters before the course expires and asked to begin renewal process.

All representatives confirmed their understanding that assessment is course-specific, not instructor specific.

#### Laulima site to share assessment plans

Pat Patterson will establish a Laulima site for FG members to share assessment plans or other helpful documents to the group.

#### Systemwide Database

Jon Kalk will suggest to Foundations Board that there be a systemwide database for F courses; something that each campus can enter their own courses.

Joanne Itano clarified that up until now, UH Manoa has acted as a clearinghouse/central location for this data, but loss of staff and other problems has made maintaining such a list problematic. A decentralized system has seemed to be the best solution.

Jon clarified that this database should be one into which each campus can enter its own courses, yet maintained, or at least accessible, in a central location so that all courses from all campuses can be listed in one place.

#### Larger classes

UHM asked if other campuses were experiencing larger classes and their impact on teaching and meeting hallmarks. For example, their anthropology courses have

increased in size from 60 to 150 which impacts teaching methods. Also because there are more students in service courses, majors in the areas are impacted (fewer upper division courses). Also hiring of lecturers are reduced due to budget restrictions. Other campuses agreed with the concerns and supported the need to open more sections of FG courses.