CTE GenEd Meeting Minutes
October 19, 2012 (F) 2/606

Members present: Diane Caulfield (CTE), Frank Fenlon (Counseling), Evelyn Greene (CTE), Paul Sherard (UC), Kara Kam-Kalani (UC), Sandy Sanpei (CTE), Fumiko Takasugi (UC)—Recorder
Guests: Jennifer Higa-King, Karen Kamahele, Erika Lacro, Joy Nagaue, Jim Poole

Meeting was called to order at 11:35am.

The one agenda item was discussion of the certification of 6 classes, the applications of which Sandy had distributed to everyone earlier by email.

1. Treatment of late submissions

A discussion of deadlines preceded certification discussion, due to handling the question of whether or not to accept the applications for ICS100 and ICS101. The following clarifications were made:

- We should not accept late submissions in theory, as such a practice would defeat the purpose of having deadlines.
- Information has been sent to the campus about when and to whom (Chair) applications should be submitted.

Since the process is so new, and since representation from the program was present at the meeting, the committee decided unanimously to consider the ICS applications as an exception. In reply to a question about the difference between ICS100 and ICS101, it was explained that the Business program accepts one but not the other and that the prerequisites differ. In ICS100, students are required to create more spreadsheets.

2. FT200 Culture, Gender, and Appearance and FT216 Fashion Sketching

FT200 is DS-certified at UH Manoa. This is a course that we do not yet have, but that is being developed. Arguments were given regarding how cultural interpretation is an important part of this course. Based on responses to questions on the application, the course was approved for the CTE Social Sciences Category unanimously by the committee, contingent on the additions to the Methodology section.

FT216 discussion involved questions of whether the course was addressing just one hallmark, or whether this course would fulfill both Arts and Humanities hallmarks. The question of whether the amount of content delivered would be significant to meet added standards needs to be addressed.
It was suggested that the applicant pull what Manoa did for their hallmarks. Kara moved to recommend changing the hallmarks to align with GenEd. A question of whether it is in the purview of the committee to decide on questions regarding hallmark alignment, and Sandy stated that we shall be the body that decides. The committee was also reminded that we can approve here, but will also need to go through the GenEd Board for final approval. FT216 was approved unanimously by the committee.

3. Concurrent process of certification

At this point, the committee had a discussion about the process of certification. The question of whether we need two GenEd boards to certify GenEd CTE courses (and if not, what would be the best structure for certification) was raised. As the issue was initially raised in conjunction with the question of whether to certify AEC135, Sandy mentioned that it is the course alpha that guides the purview of a course. The question of whether this board should even exist was also raised.

In focusing the issue, those present discussed how CTE has different requirements and needs. If this is so, how do we address this as a board? Technical programs try to meet the needs of the industry and being certified and graduating with a degree from HCC makes one a more rounded person. That consultation with discipline faculty is a necessary consideration was also raised. The Chancellor also noted that in early reports from the visiting accreditation team was a recommendation that both CTE and LA programs work together on GenEd boards.

The committee discussed how we should be the overarching body with equal representation from CTE and LA. Discussion regarding how this body should therefore be the GenEd committee for all degrees for the whole college ensued. It was stated that perhaps Erika could make a recommendation for policy by mapping out what we are talking about today, given that she had received the preliminary recommendations from the visiting accreditation team. Given what has been reported by the visiting team, the general consensus of the committee seemed to be that it is now the perfect time to do this thinking about the placement of the GenEd CTE Board function.

4. CMGT211 Surveying for Construction

CMGT211 is a new course. Application for certification was for the CTE Natural Sciences Category. The committee concurred that the course does not have enough science content. Based on responses to questions on the application, the committee agreed unanimously that the application would need to include more of the scientific method and that the application be sent back for more work.

5. OESM101 Introduction to Occupational Safety & Health
An application for OESM101 was submitted in the CTE Social Sciences Category. Based on responses to questions on the application, the committee agreed unanimously that the course does not have enough social science content to qualify for a social sciences designation.

6. HUM50  Introduction to Reasoning (cross-listed with PHIL50)

An application for HUM50 was submitted for the CTE Humanities and Fine Arts Category. Based on responses to questions on the application, the course was passed unanimously by the committee.

7. AEC135  Introduction to the Built Environment

An application for AEC135 was submitted in the CTE Social Sciences Category. AEC135 is DS-certified at UH Manoa. The course has a counterpart in Architecture (ARCH100). Based on responses to questions on the application, the course was passed unanimously by the committee.

8. ICS100  Computer Literacy and Applications

The committee revisited the application for the submission of ICS100 in the CTE Social Sciences Category. After discussion of the responses to questions on the application, the committee unanimously decided that there was not enough social science content to warrant certification of ICS100 in this category.

However, more discussion ensued about possible collaborations for developing a course that could potentially fulfill the CTE Social Sciences Category (as well as other categories) in ICS. For example, there is a course in sociology at UHM that deals with computer technology and society.

A question of whether we could have something like a Tech elective was asked. The CTE faculty replied that the classes are already so full with CTE students, which is probably why we haven't had something like this already.

Meeting ended at 2pm.

Minutes respectfully submitted by Fumiko Takasugi