CTE Gen Ed Meeting Summary Feb 22, 2013

Present: Evelyn Greene, Fumiko Takasugi, Paul Sherard, Frank Fenlon, Karadeen Kam, Sandra Sanpei, Diane Caulfield
Guests: Chris Ann Moore, Jennifer Higa-King, and Sharon Ota

Chair Sandy Sanpei called the meeting to order at 11:50 a.m.

Business

1. Chris Ann Moore: Presented information regarding the Proposed Ethics Hallmarks for CTE Programs and a CTE Course E-Focus Designation. Upon further questioning, it became clear to the committee that Chris Ann wanted the ILOs to reflect ethics. The committee agreed it was not within the purview of this body to sanction the category for the ILOs. Regarding a CTE E focus, Sharon Ota suggested perhaps program review could be a more appropriate place to address whether or not a ethics was being taught in a program as Chris Ann noted that she believed based on her individual meetings with various programs that ethics could be documented using the rubric she developed. Chris Ann concurred that instead of having an E focus designation, program review would be best method to document ethics.

2. Open discussion of two-digit courses: It was brought forth to the committee by Evelyn Greene that two-digit course numbers were no longer valid. Art 30 and CHEM 55 were tabled in order to verify this information.

3. Applications for certification in the following areas:

   **KLS 195 Natural Sciences**
   Kara: asked Paul if he felt the course met the criteria for scientific methods/reasoning. Paul inquired if UHM had a similar course. Upon learning that Manoa’s course was designated DB, Paul felt that we should be consistent and approve the course as a natural science.
   Kara: motion to accept
   Diane: second
   approved unanimously

   **FAMR 296 Social Science**
   As this was one of the courses that had been approved only for one year, it has been brought forward to address the previous concerns and apply for full (5 year) certification. The concerns had centered around getting generic course outlines reflecting slos and addressing in more detail some questions on methodology, etc. Sharon Ota had submitted answers to the questions on methodology through the use of the questionnaire that Sandy had developed. As for slos, Jennifer asked if using the slos on the web were official. Diane noted that when the slos were first developed on campus, the official ones were posted on the web. As Sharon confirmed that her department has not made any changes to the slos, what had been submitted is official. Jennifer noted that as long as faculty use the generic, official slos in their courses, they may add to these as they see fit.
   Evelyn: motion to approve
   Diane: second
   approved unanimously
SOSE 270 Social Science
SOSE 270 is another course that had been approved for only one year and like FAMR 296, is applying for full certification. Similar concerns and documentation to address these concerns were submitted.
Diane: motion to approve contingent on SLOs
Paul: second
approved unanimously

4. For the record, the official outlines for SW 200 and FAMR 244 has been accepted and it is to replace the individual instructor’s outline.

5. Minutes: Feb 8, 2013 meeting still needing to be reviewed and approved. Carryover as Old business for March 15 meeting.

6. Voting for CTE General Education Committee composition membership - Paul made a motion to vote yes or no for 4 CTE 4 UC. Kara second. Vote result: 3 in favor and 3 against.

Next meeting will be: March 15, 2013 at 1:30 p.m.

Meeting adjourned at 2:00 pm.