SUBJECT: General Education

1. Purpose:

This policy addresses the inclusion of a component of General Education in all degree programs offered by Honolulu Community College (HCC). It ensures that the institution provides an environment that supports learning, enhances student understanding and appreciation of diversity, and encourages personal and civic responsibility as well as intellectual, aesthetic, and personal development for all of its students.

2. Policy:

Honolulu Community College, as defined by its mission, offers instruction in a wide range of disciplines in the arts and sciences that lead to the Associate in Arts degree, as well as numerous career focused technical programs that lead to the Certificates of Completion, Certificates of Achievement, Associate in Applied Science degree, Associate in Technical Studies degree, and Associate in Sciences degree. It is the policy of Honolulu Community College that all degrees will include a component of General Education that is in alignment with University and Community College System policies and that meets the expectations of our various accrediting agencies. In order to meet the accrediting standards and accrediting eligibility requirements, all degree requirements for the General Education component of a degree must be consistent with levels of quality and rigor appropriate to higher education.

The General Education component in all programs is designed to encourage the development of thought, communication, ethical deliberation, creativity, feeling, empathy for others, adaptability and awareness by providing foundation skills for personal success and responsible participation in the ever-changing, global environment. Specific requirements students need to fulfill to complete the component of General Education are described in the College Catalog.

The Honolulu Community College General Education curriculum has comprehensive learning outcomes and ensures that students are able to meet them. These outcomes include the development of the following:

a) an understanding of the basic content and methodology of the major areas of knowledge that include the humanities and fine arts, the natural sciences, and the social sciences.

b) a capability to be a productive individual and life-long learner, for which the following skills are essential:
   1) oral and written communication,
   2) information competency,
3) computer literacy,
4) scientific and quantitative reasoning,
5) critical analysis/logical thinking, and
6) the ability to acquire knowledge by variety of means.

c) a recognition of what is meant to be an ethical human being and effective citizen. Qualities include:
   1) an appreciation of ethical principles,
   2) civility and interpersonal skills,
   3) respect for cultural diversity,
   4) historical and aesthetic sensitivity, and
   5) a willingness to assume civic, political, and social responsibilities locally, nationally, and globally.*

d) A demonstrated competence in writing and computational skills. Written competence will be demonstrated by either completion of ENG 100 or higher or another approved course in the Communications category. Computational competence will be demonstrated by either completion of Math 100 or another approved course in the Symbolic Reasoning category for AA degree seeking students or another approved course in the Quantitative or Logical Reasoning category for AS, AAS, and ATS degree seeking students.

* Students may demonstrate their attainment of these outcomes by successfully completing specific General Education courses and/or program courses with embedded General Education student learning outcomes

Associate in Arts (AA) Degree

The Associate in Arts degree and its various components have been designed to meet the lower division General Education requirements and hallmarks established by the University of Hawai‘i System-wide General Education Board meetings and endorsed individually by the faculty senates of the University of Hawaii Community Colleges. The specific HCC AA degree requirements are detailed in Appendix A.

Associate in Science (AS), Associate in Applied Science (AAS), and Associate in Technical Studies (ATS) Degrees

Students completing career and technical education degrees will have demonstrated technical and professional competencies that meet employment and other applicable standards and are prepared for external licensure and certification as appropriate to the area of training. The specific HCC AS, AAS, and ATS degree requirements are detailed in Appendix B.

3. Related Policies:

   a) Board of Regents Policy, Section 5-13 Education www.hawaii.edu/offices/bor/policy/borpch5.pdf

   b) University of Hawaii Community Colleges Policy, UHCCP #5.200 General Education in All Degree Programs.

   c) Western Association of Schools and Colleges/Accrediting Commission for Community and Junior Colleges (WASC/ACCJC)
4. Responsibilities

The Committee on Programs and Curricula (CPC) and its relevant subcommittees will establish and maintain the General Education framework in consultation with faculty in all programs. This framework includes:

a) General Education categories and requirements for each category,
b) identification of means by which requirements of each category may be met (e.g., placement testing, course completion, assessment of attainment of student learning outcomes (SLOs)), and
c) identification of courses that may be used to satisfy the requirements of a given category as well as a process by which new or other courses could also be approved for that purpose.

Each dean and division chair, in consultation with the faculty and the advisory bodies from each of the programs within their respective divisions, shall ensure that program prerequisites are set at an appropriate level and all program and General Education requirements are published.

The Vice Chancellor for Academic Affairs shall periodically review the degree requirements of each program to ensure that published requirements are consistent with the established policy.

This policy supersedes all existing HCC policies and procedures related to General Education.

APPROVED

July 1, 2013

Erika L. Lacro, Chancellor

Date
Appendix A

Associate in Arts (AA) Degree

Honolulu Community College’s Associate in Arts (AA) Degree is a two-year liberal arts degree designed to provide students with (1) skills and perspectives fundamental to undertaking higher education and (2) a broad exposure to different domains of academic knowledge.

Sixty (60) semester credits of courses numbered at the 100 level or above are required for the degree. Requirements include a General Education core of 31 credits:

12 credits of Foundation courses in three areas:
   1. written communication,
   2. symbolic reasoning, and
   3. global and multicultural perspectives; and

19 credits of Diversification courses in three areas:
   1. arts, humanities, and literatures,
   2. natural sciences, and
   3. social sciences.

Students are required to take Focus courses to enhance their knowledge and skills in
   1. writing,
   2. understanding the cultural diversity in Hawai’i, the Pacific and Asia, and
   3. analyzing and deliberating on ethical problems.

In addition, students are required to take 3 credits of Speech to improve their speaking and communication skills.

Specific courses that may be used to fulfill these requirements will be approved by the General Education Board and published in the College Catalog.
Appendix B

Career and Technical Education Associate Degrees

Students enrolled in HCC have the ability to earn the following types of CTE related associate degrees depending upon the specific programs in which they are enrolled:

**Associate in Science (AS) Degree**
A two-year Career and Technical-Professional degree consisting of at least 60 semester credits, which provides students with skills and competencies for gainful employment, entirely at the baccalaureate level.

**Associate In Applied Science (AAS) Degree**
A two-year Career and Technical-Professional degree consisting of at least 60 semester credits, which provides students with skills and competencies for gainful employment. This degree is not intended nor designed for transfer directly into a baccalaureate program. However, the General Education component of the degree must be equivalent to transfer-level in rigor.

**Associate In Technical Studies (ATS) Degree**
A two-year Career and Technical-Professional degree consisting of at least 60 semester credits, which provides students with skills and competencies for gainful employment. This degree must be customized by using courses from two or more existing approved programs and is intended to target emerging career areas which cross traditional boundaries. The ATS degree must have educational objectives that are clearly defined and recognized by business, industry, and employers who have needs for specialized training for a limited number of employees. The General Education component of the degree must be equivalent to transfer-level in rigor. This degree must have advanced approval, and cannot be requested based upon previously completed coursework.

**General Education Requirements (15 credits minimum)**

**SKILLS:**

**Communications**
(Students placing in ENG 100 or higher will have the option to complete ENG 100 or another approved course in the Communications category.)

**Quantitative or Logical Reasoning**
(Students placing in MATH 100 or higher will have the option to complete MATH 100 or another approved course in the Quantitative or Logical Reasoning category.)

**FIELDS OF KNOWLEDGE:**

**Humanities and Fine Arts**

**Social Sciences**

**Natural Sciences**
Specific courses that may be used to fulfill these requirements will be approved by the CTE General Education Board and published in the College Catalog.