Honolulu Community College  
General Education Board  
Meeting Minutes  
April 15, 2013  
Room 7-632, 3:30-5:30pm

Members present: Jennifer Higa-King (Diversification), Kara Kam-Kalani (Speech Focus), Alapaki Luke (HAP-Focus), Steve Mandraccia (Foundations), Chris Ann Moore (E-Focus), Sandy Sanpei (CTE), Eric Paul Shaffer (Writing Intensive-Focus)

Members absent/excused:

Guests: Jess Aki, Diane Caulfield, Kaleo Gagne, Jessica Kaniho, Erika Lacro, Doug Raphael

Recorder: Eric Paul Shaffer

Meeting called to order at 3:40 PM by Jennifer Higa-King.

I. Unfinished Business
   None.

II. New Business

   A. Final sub-board reports due
      Chairs of all boards are reminded to get their annual actions summary to Jennifer immediately.

   B. Discussion and action regarding GEB charters.
      Members and guests discussed the draft of charters for the GEB and sub-boards. Issues discussed include the following:

      - Members discussed several positive aspects of the charter proposal, including:
        • An increase in representation of CTE faculty on the CPC;
        • Having a single co-chair of each committee, and thereby a manageable number of members on the GEB (from 14 to 7);
        • Having that co-chair be a UC faculty member who would act as the delegated representative body for HCC in negotiating articulation agreements for transfer-level courses;
        • Decision making by consensus;

      - Confusion about the earlier circulated drafts of the charter among CTE faculty for voting. Jennifer explained that that the draft that was circulated differed from one
that the GEB was working on at the time. In particular, the circulated draft did not include information about decision making for CTE applications.

- Various issues having to do with equal representation, in particular at the level of reviewing applications to the CTE board. Members re-stated and that equal representation was in place at the level of approving applications and in terms of faculty membership on CPC. Decision making by consensus ensures that all voices, in particular minority voices, are heard and may impact the outcome of a decision. Furthermore, the charter recognizes Tech I and Tech II as different sets of programs requiring separate representation on the CTE sub-board. Although the UC consists of four different divisions, the divisions would be treated as one unit/program. Although there is an unequal number of CTE and UC faculty members at the GEB level, decision making by consensus ensures that the minority voice is heard and may determine the outcome of the action.

- The desire to circulate the GEB charter again to the CTE faculty was expressed. However, Jennifer stated that the decision at hand involved the entire charter, and that to move forward, the GEB would be making a decision about approving the charter.

Kaleo Gagne, HCC-ASUH president, reminded the group that students are concerned about the college’s accreditation warning status and the importance of having a charters, boards, and sub-boards in place in time for the October visit.

Kara motioned and Eric seconded the motion to approve the charter, with the following amendments:

1. CTE Membership for all sub-committees will be determined by Committee on Committees in consultation with the CTE sub-board; UC membership on an articulation sub-board will be appointed by the committee chair.

2. Responsibilities of the articulation sub-board would include determining general education designation of non-UH transfer courses.

3. WI faculty will include 3 UC and 3 CTE faculty.

4. All typos will be corrected.

The motion was passed, unanimously.

C. Next Gen. Ed. Board Chair
Jennifer Higa-King was nominated and elected to be the Gen Ed Board Chair for 2013-2014.

III. Next Meeting
TBA for Fall 2013.