Honolulu Community College
General Education Board

Meeting Minutes
January 30, 2015
Room 7-602, 11am

Members present: Evelyn Greene, Jennifer Higa-King, Kara Kam-Kalani, Steve Mandraccia, Eric Paul Shaffer


Recorder: Jennifer Higa-King

I. Unfinished Business
None

II. New Business
A. Certified Courses/Instructors
   The UC and CTE GE boards submitted a report of lists of certified courses and instructors. Newly certified courses and deleted courses were shared between boards. A final list was forwarded to the VCAA, electronically, the same day.

   Next, the VCAA asked the boards to update the HonCC catalog degree pages that show which courses satisfied GE categories and designations. The GEB agreed to update the catalog pages with the understanding that the VCAA’s office would be responsible for updating these pages in the future.

III. Other Items
The Board discussed the following courses and items.

A. Status of Math 197, PHYS197E, F, M, and P.
   These courses will remain under the CTE GE QLR category through Spring 2016. The courses were initially offered Spring 2014 as experimental courses. Given that the courses were approved for 2 academic years (regardless of semester that course was presented to the CPC), the GEB will consider these courses valid for the CTE GE QLR categories through Spring 2016.

B. CPC’s approval to reactivate CE271.
   This course has not been certified under the CTE GE board and needs to be certified for inclusion in a CTE GE category.
C. GE certification status of reactivated and deleted courses.
   If a reactivated course still falls within the initial certification period, the course’s
   GE designations do not need to be renewed. However, deleted courses will need
   to be recertified.

D. When there is a change in the course description and SLOs.
   When instructors change SLOs for courses being taught, sub-boards/committees
   will wait until the re-certification process to officially assess those changes of the
   SLOs (see November 15, 2013 GEB minutes).

   The GEB recommends that an additional “check box” be included on the
   curriculum forms, to indicate that the applicant understands and acknowledges
   that changes to the course’s SLOs and/or course descriptions may impact the
   course’s general education certification designation and/or renewal status.

E. Sub-board and committee annual reports are due April 24, 2015.

Next meeting: April 24, noon, room 7-602