Honolulu Community College  
General Education Board  
Meeting Minutes  
November 9, 2012  
Room 7-603, noon – 1:15pm

Members present: Jennifer Higa-King (Diversification), Kara Kam-Kalani (Speech Focus), Steve Mandraccia (Foundations), Ron Pine (E-Focus), Sandy Sanpei (CTE General Education), Eric Shaffer (WI-Focus)

Members absent/excused: Alapaki Luke (HAP-Focus)

Guests: Erica Lacro (Chancellor), Marcia Roberts-Deutsch (interim UC Dean), Russell Uyeno (interim VCAA)

Recorders: Jennifer Higa-King, Kara Kam-Kalani

I. Meeting Called to Order, Meeting Minutes
The meeting was called to order at noon by Jennifer.

Jennifer announced that she will circulate a draft of the Board’s October 26, 2012 meeting minutes. Approval of the draft will be done electronically.

II. Topic: Proposals for Re-structuring the General Education Board

Discussion. Members reviewed a draft of two proposals for re-structuring the General Education Board. Overview:

Proposal 1. Each board acts as a clearinghouse for general education courses in Career Technical Education (CTE) and Liberal Arts (LA) programs. Equal numbers of CTE and LA faculty serve as voting members on each board. The General Education Board would consist of the co-chairs of each board (one CTE, one LA faculty member), and send two voting faculty members (one CTE, one LA faculty member) to CPC.

- The proposal addresses a concern of the recent accreditation team, that HCC develop a governance structure for overseeing general education for all degree programs
- The structure represents and encourages consultation, cooperation, and collaboration among faculty in LA and CTE programs.
- Review of applications will include the expertise of faculty from CTE (AS, AAS, ATS degree) and LA (AA degree) programs.
- Requires a smaller number of faculty to serve on the boards.
Proposal 2. Separate boards act as clearinghouses for general education courses in CTE and LA programs. Equal numbers of CTE and LA faculty serve as voting members on each board. The General Education Board would consist of the co-chair of each board (one CTE, one LA faculty member) from the CTE and Articulation boards, and sends 2 voting faculty members (one CTE, one LA faculty member) to CPC.

- Allows a CTE board to be on the same level as, not under, the Articulation Board.
- The idea was based on a formal proposal from CTE faculty to FSEC. That proposal placed a CTE General Education Board outside of the General Education Board.
- The general education requirements for CTE programs differ from those for LA. Having a separate CTE General Education Board allows for consideration of different general education requirements.
- Requires a larger number of faculty to serve on all boards.

The Board discussed whether to present one or both proposals to CPC for consultation. Some members argued that for presenting just one for ease of facilitating discussion about what a structure needs to accomplish. Other members argued for presenting both, to share with CPC members different ideas about structure.

*Action.* Jennifer moved to send two proposals to CPC for consultation. Sandy seconded the motion. Four voted to approve the motion; two opposed. Eric and Jennifer will prepare a presentation for the next CPC meeting (November 16, 2012) which will include discussion points covered in the General Education Board meetings.

III. **Topic: WI Grade Requirements**

*Discussion.* Ron asked about the WI and designation grade requirement. It is clear that students need a C grade or higher for WI credit at HCC. However, do students earning a D grade still receive credit for the course and other course designations (e.g., DS)?

*Action.* Russell will check on this policy and report back to the Board at a later date.

IV. **Adjournment and Next Meeting**

The meeting ended at 1:15pm.
November 19, 2012
Time: 7:30am
Room: TBA
Proposal 1. Each sub-board is a clearinghouse for general education courses in CTE and LA programs.
Proposal 2. Separate boards act as clearinghouses for general education courses in CTE and LA programs.