

Ellen Okuma <okuma@hawaii.edu> Thu, Sep 5, 2013 at 1:48 PM

To: Robyn Gartner <robyng@hawaii.edu>

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Aloha all,

Maybe I misunderstood what Committee members advised yesterday. If we require articulation status, which we do (see bullets below for documentation), several members said it would be better to have something standardized to use for documenting articulation status, not just checking off or saying, "yes, the course is articulated." The latter is no help whatsoever. I don't think we discussed what to do if the course is or isn't articulated. That's not our job. We just need to have evidence of the proposed course's current articulation status. An articulation form would be helpful to Joni who as the VCAA and Chief Academic Officer will need to follow-up with each campus and notify her counterpart of the GE designation. See #12 in draft 3 of the Process I sent you all last night.

Here's documentation on why articulation status is needed:

- Meeting of March 27, which some of us attended. An agreement on the process to be developed was made (see p. 9 of Helen's notes from the meeting. If you don't have the notes, pls. ask and I'll send them to you): "GE Process... Agreed upon required elements: ...2) Identification of transferability."
- Memo from Lou and me to ad hoc GE Committee with charge, May 31, 2013, Appendix A--"This appendix notes additional agreements in principle that were reached during a series of meetings held in the spring of 2013 for the purpose of developing a General Education course designation process... 6.The GE Course Designation Form will include the course's current articulation status in the University of Hawai'i System..." Can't find your copy of Appendix A that was attached to your charge as a committee member? Pls. let me know and I'll send it.
- Memo from VCAA Onishi to DCs with cc:ad hoc GE Committee members, August 30, 2013, bottom of page 1 and top of page 2: "Additionally, this memorandum confirms other information that has been discussed regarding the GE course review process: ... University of Hawai'i articulation status of the proposed GE course will need to be documented and submitted with the GE designation application."

I don't want to create a form for the form's sake or make the process more complicated. Either we have a standardized means for people to report the course's current articulation status or we leave it up to the submitter to write anything. Bets on that later, Joni will need to have something more than the "anything" approach. Why can't we just do the form now? If you think it's too complicated, please advise. I took me 10 minutes to develop the form and about 15 to fill it out. It has taken me more than 20 minutes, however, to write this email and cite the documentation.

I apologize for appearing testy but we need to move on and get the process finalized. Articulation is one of the pieces that needs to be documented in the process. That's just the way the agreement was made.

I was willing to do the first draft of the form and throw it out there for your edits and comments so that it becomes the Committee's form. Can it be salvaged or edited or should it be scrapped? Would someone else like to draft something else to use? Is there another way to collect the articulation information? Any thoughts please?

Mahalo,  
Ellen