# Proposal to Initiate, Modify or Delete a Course

## 1. Type of Action
- Addition
- Regular
- Experimental
- Other

## 2. New Alpha, Number and Title
- AG 92 - Special Topics

## 3. Credits
- 1-4

## 4. Old Alpha, Number and Title

## 5. Credits

## 6. New Catalog Description
This course covers current agricultural topics. The course is designed to have variable credits to coincide with the rigor of the topics. A student may enroll and receive credit for this course more than one time (for different topics). A specific course description will be printed in the schedule of classes.

## 7. Prerequisites
- Determined by course

## 8. Student Contact Hours Per Week
- Lecture: 1-4
- Lecture/Lab: 1-8
- Lab
- Other (specify)

## 9. Proposed Date of First Offering
- Spring 1993

## 10. This Course
- ☑ Is required
- ☑ Is an elective for the WCC Agriculture Program/CORE
- ☑ Can fulfill Agriculture Certificate

## 11. This Course
- ☑ Increases
- ☑ Decreases
- ☑ Makes no change in number of credits required for the program/core

## 12. Similar Courses Offered Elsewhere:
- College(s):
  - Maui C.C.
- Alpha, Number, Title:
  - AG 92 - Special Topics

## 13. This Course Is
- ☑ Not yet appropriate for articulation

## 14. Reason for Initiating, Modifying or Deleting Course or Other Pertinent Comment:
To have a course in place if a special topic needs to be taught.

## Requested By:
- [Signature]
- [Department Chairperson]
- [Date: 4/7/92]

## Approved By:
- [Signature]
- [Curriculum Committee]
- [Date: 4/30/92]
- [Signature]
- [Faculty Senate]
- [Date: 12/1/92]
- [Signature]
- [Dean of Instruction]
- [Date: 12/2/92]
- [Signature]
- [Provost]
- [Date: 12/4/92]

## Change Recorded by Catalog Preparer:
- [Signature]
- [Date: 5/25/92]

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*CCC#6100 (Amended for WCC use Sept. 1991)*
# Levels of Review of Course Proposals at WCC

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<td>1. Subject Area (one or more instructors in the area)</td>
<td>4/16/92</td>
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<td>[Signatures]</td>
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<tr>
<td>[Signatures]</td>
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| 2. Department                  | 4/7/92      |
| [Signature]                    | [Signature]| 4/7/92      |
| Department Chairperson         |            |
| Was this course discussed in a dept. mng. | Yes        |
| [Signature]                    |            |

| 3. Division                    | 4-30-92     |
| [Signature]                    |            |
| Assistant Dean of Instruction  |            |

| 4. Curriculum Committee Review |            |
| Approved:                      | X          |
| Disapproved:                   |            |
| Reason:                        |            |

| [Signature]                    | 4/30/92     |
| Curriculum Committee Chairperson |            |
WCC FORM FOR NEW COURSE PROPOSALS

Course Ac 92 Submitted by David Ringuette Date 4/16/92

1. How is this course related to the educational needs and goals of the College/Department/Community as reflected in the EDP? This course is specifically designed to teach agricultural topics that are timely and contemporary. It is designed to present courses that can take advantage of temporary, existing, or visiting instructors. This course allows for adapting rapidly to changing technology/knowledge as stated in the EDP.

2. Provide details of any additional staff, equipment, facilities, library/media material, faculty preparation and other financial support that would be required to implement this course. (Include an estimate of the actual cost of supplies and equipment.) What has been done to provide for these additional costs for the proposed date of offering? Who will teach the course? A lecturer will be hired (in most cases)

   to teach this course.

3. Is a similar course taught elsewhere in the UH system? Yes
   If yes, provide details of how this course differs from existing similar courses. NONE

4. Is this course experimental and/or unique to Windward Community College? NO
   If yes, provide rationale and details of its impact on the College curriculum.

5. Is a similar course taught on the upper division level by a 4-year UH college? NO
   If yes, explain why this course is appropriate at the lower division or how it differs from its upper division counterpart.

6. Please attach a complete course outline. Your course outline should address all the items listed in the Guidelines for Course Outlines. To be developed as topics are determined.

7. If this course is numbered 100 or above or appropriate for transfer to a 4-year college, complete and attach WCC Form for Transfer Courses (blue). (See attached criteria for transfer courses.)
MEMORANDUM

To: Faculty Senate Chairpersons

Subject: Proposal to Initiate a New Course

Attached is AG 92 Special Topics for your review and approval.

Please return original to Dolores in the Office of the Dean of Instruction after your approval. Thanks.

Dave Ringuette, Chairperson
Curriculum & Academic Affairs Committee