University of Hawaii Community Colleges
Proposal to Initiate, Modify or Delete a Course

1. Type of Action
   - Addition
   - Deletion
   - Modification:
     - in credits
     - in title
     - in prerequisites or co-requisites
     - Other
   (click to specify)

2. New Alpha, Number and Title
   - ENG 97B Writing Essentials
   - Credits 3 credits

3. Old Alpha, Number and Title
   - ENG 97B Writing Essentials
   - Credits 3 credits

4. New Catalog Description
   - Experimental course: not in catalog.

5. Select box and type specific information in text box.
   - Prerequisites
   - Corequisites or
   - Recommended Preparation
   - Placement into ENG 097B or higher; or
   - grade of "C" or better in ENG 97A or
   - ENG 018; or consent of instructor
   - Lecture 3
   - Lecture/Lab
   - Lab
   - Other
   (click to specify)
   - Proposed Date of First Offering
   - Semester Fall
   - Year 2010

6. New Contact Hours Per Week
   - Lecture 3
   - Lab
   - Other
   (click to specify)

7. Select box and type specific information in text box.
   - Placement into ENG 097B or higher; or
   - grade of "C" or better in ENG 97A or
   - ENG 018; or consent of instructor
   - Recommended Preparation

8. This course is proposed for the * Program.
   - Can fulfill * If Other, specify

9. This course is * the number of credits required for the program/core.

10. Equivalent or similar courses offered in the UH System:

<table>
<thead>
<tr>
<th>Campus</th>
<th>Alpha, Number, Title</th>
<th>Campus</th>
<th>Alpha, Number, Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MauiCC</td>
<td>ENG 019 Writing Skills</td>
<td>*</td>
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<tr>
<td>LeewardCC</td>
<td>ENG 019 Writing Essentials</td>
<td>*</td>
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<tr>
<td>KauaiCC</td>
<td>ENG 019 Writing Essentials</td>
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11. This course is (check one and click in appropriate textbox and provide details):
   - Already articulated with UH Community Colleges
     Provide details of existing or desired articulation (date, college(s), purposes, pre-major, etc.) in this space:
   - Appropriate for Articulation with
     Provide details of existing or desired articulation (date, college(s), purposes, pre-major or major, etc.) in this space:
   - Not yet appropriate for Articulation.

12. Reason for Initiating, Modifying or Deleting Courses or Other Pertinent Comment:
   The addition of the experimental courses ENG 97A and 97B (the reinstatement of the archived ENG 009 and 010) requires a change in prerequisites for the subsequent sequential courses of ENG 021 and ENG 022 to ensure accurate placement and increase student success in the class.

13. Provider of information:

<table>
<thead>
<tr>
<th>Requested by:</th>
<th>Approved by:</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Shikida</td>
<td>Dates</td>
<td>4/23/09</td>
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<tr>
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<td>Dates</td>
<td>4/21/09</td>
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<td>Dates</td>
<td>4/15/09</td>
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<tr>
<td></td>
<td>Dates</td>
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CCCM #6100 (Amended for WCC use October 2002)
University of Hawaii Community Colleges
Proposal to Initiate, Modify or Delete a Course

Levels of Review of Course Proposal at Windward Community College

Course Alpha, Number, and Title:

<table>
<thead>
<tr>
<th>Signatures</th>
<th>Dates</th>
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1. Department Area (more than one departmental instructor’s signature required)
   - [Signature]
   - 4/22/09
   - [Signature]
   - 4/23/09
   - [Signature]
   - 4/23/09

2. Department
   - [Signature]
   - Department Chairperson
   - 4/23/09

   Was this course discussed in a department meeting? □ Yes □ No

3. Division
   - [Signature]
   - 4/28/09

4. Curriculum Committee Review
   - Approved ☑
   - Disapproved □

   Reason:
   - [Signature]
   - Curriculum Committee Chairperson
   - 05/12/09

CCCM #6100 (Amended for WCC use October 2002)