CCAAC Minutes for February 12, 2013

Members present: Kathleen French, Ross Langston, Margie Coberly, Elizabeth Ratliff, Janine Oshiro, Patti Chong, Vanessa Cole, Kalawai Moore
Guest: Brian Richardson, Kevin Morimatsu

1. Approval of January 22 minutes

Motion to Accept the Jan. 22 minutes proposed by Kalawai Moore, 2nd Ross Langston  Vote: 8 to 0 in favor

2. New Course: BIOC 141

Discussion
Suggested changes:
• Change "Grams-to-grams" conversion to "Unit" conversion in box 15.

Motion to accept proposal with one wording change in box 15 proposed by Margie Coberly, 2nd Patti Chong, Vote: 8 to 0 in favor.

3. AS degree in Natural Sciences

Background: This is a joint proposal for WCC, KCC, Hawaii and Honolulu for a new AS degree in Natural Sciences. Next stage after approval from this Committee is that it would go to the CCAO after it goes through the rest of the approval process on our campus.

Comments:
Question about timeline: can it actually be implemented for Fall 2013? Brian Richardson seemed to think it’s doable for most campuses.

Question: If there are substantial changes would this committee be notified? Brian Richardson said that there is not a good mechanism for this type of communication but that the changes would ultimately be posted after BOR approval.

Motion to accept proposal for the AS was proposed by Vanessa Cole, 2nd by Kalawai Moore, vote 8 to 0 in favor.

4. Draft of CCAAC Charter

Modifications were suggested to the Charter draft, some of which are highlighted below:

• How to clarify what goes into this charter as opposed to what is stated in the Faculty Senate Constitution. For example, what is the role of the committee member, should responsibilities be spelled out?

  o Proposed addition to item 6, Membership: Members are responsible for briefing their respective departments about committee activities and when requested by the chair, obtaining formal departmental input in a timely manner.
• Proposed addition to item 7, Leadership: Election of Curriculum committee chair will be held concurrently with Faculty Senate elections during the spring semester. Elections may be conducted by paper or online ballot.

• Proposed addition to item 10, Decision-Making Procedures: The chair may also allow voting via email, "in which case a motion passes when there is more than 50% approval."

• Proposed addition to item 11, Subcommittees: Bring issue to Faculty Senate whether subcommittees should be included in this section.

Motion to accept and table this Charter while the committee members review changes and offer further feedback. Motion made by Margaret Coberly, 2nd by Janine Oshiro. Vote 7 to 0 in favor.

5. Other

Announcement: Inge White to present to Committee at our next meeting at 2 pm. She will stay after to answer questions if needed.

Meeting adjourned at 2:30pm