Curriculum Committee
Meeting Minutes
October 8, 2013

Members attending: Paul Briggs, Vanessa Cole, Kathleen French (Chair), Janine Oshiro, Elizabeth Ratliff, Patti Chong

Guest: Kevin Morimatsu, Deacon Hanson

I. Call to Order. The meeting was convened at 1:05 pm. Kathleen French, presiding.

II. Approval of September 24, 2013 minutes.

A. Edit in red: page 3, #2
Patti called Manoa about having the IS classes in two different diversification areas, DH and DP. From system: look at the hallmarks for eligibility. 2/3 of course should be applied to diversification hallmarks. The UH System Memorandum of Agreement: Transfer of General Education Core Requirements, May 2010 also states that “A single course at any one institution can carry only one diversification/are designation, with the exception of a 4-credit course with an embedded laboratory.”
http://www.hawaii.edu/offices/app/aa/articulation/JI_MOA.pdf

Paul motioned that the minutes be accepted as corrected. Elizabeth seconded. Motion passed unanimously.

| Yea: 6 | Nay: 0 | Abstain: 0 |

III. New Business

A. ACC 201 (Course Modification)
Deacon shared that the changes are to comply with Manoa’s request to have similar course description and title. This was discussed at a system PCC meeting and WCC’s Business/Math department supported the change.

a. Addition to the course proposal change on #28 to include CO ABIT.

Janine motioned that the course be approved with changes. Vanessa seconded. Motion passed unanimously.

| Yea: 6 | Nay: 0 | Abstain: 0 |

B. ACC 202 (Course Modification)
No discussion
Paul motioned that the course be approved. Vanessa seconded. Motion passed unanimously.
IV. Discussion Board

A. Course Modification: ICS 100
   1. Current department would like ICS 100 to be more like the other ICS 100 courses offered in the system, without any core designation.
   2. Patti shared that with the removal of DS from ICS 100 would fall in line with the other ICS 100 courses in the system. LEE recently changed the AA to no longer have the group 3 natural science and the ICS 100 at LEE is no longer fulfills a natural science.

V. On hold until further notice
Joe is consulting with the Humanities department regarding the IS 160A, 160B, 160L, 260A, 260B, 260L.

VI. Other

A. Curriculum Committee’s Procedure document
   1. There will need to be a change from CCAAC to CC.
   2. Please review to see it there are any other changes that should be addressed since we will need to submit it to Faculty Senate for approval.
   3. A suggestion was made to keep the CC Policy & Procedure’s document a little more general and keep an internal Curriculum Guideline for the specific procedures.

B. 296 Special Topics
   1. Faculty Senate asked Kathleen if there was a system policy to have the number 296 as Special Topics.
      a. System was not aware of any specific numbering for Special Topics courses.
      b. At UHM, an "A" alpha denote an honors version of the course (e.g., ENG 100 and ENG 100A). I was also reminded that an "L" alpha denotes a lab. Common practice 99s (199, 299) are reserved for special studies (or independent studies), 97s/98s (197/198, 297/298) are for experimental courses, and 93s (193, 293) are cooperative education. The rest of the designated course numberings have to do with grad courses.

C. IS 103 Introduction to College (3)
   1. The DS designation for IS 103 was brought up for discussion and it was clarified that there is no core designation for this course.
   2. It was posed to the committee that moving IS 103 away from the Social Science department may be an issue that needed to be decided administratively.
      a. Discussion followed: These are courses and decisions should be channeled through the faculty process which is Curriculum Committee.
b. A forum for wider discussion was suggested.
c. It was decided that it would be posted on the Discussion Board and the Curriculum Committee would be the sponsor, a neutral party, not Social Sciences or Counseling.
d. After being posted on the Discussion Board, it will be brought to the Curriculum Committee. This committee has representation by the various departments and an administrator will be invited.

3. It would be the intent of Student Affairs to bring the entire counselor taught courses to the Student Affairs department. This would include:
   
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>IS 105B</td>
<td>Career Decision Making</td>
<td>2</td>
</tr>
<tr>
<td>IS 105C</td>
<td>Professional Employment Preparation</td>
<td>1</td>
</tr>
<tr>
<td>IS 205</td>
<td>Advanced Career Seminar</td>
<td>3</td>
</tr>
</tbody>
</table>

D. Kuali System will replace Curriculum Central. The entire process may take 2 years.

VII. Adjournment.

The meeting was adjourned at 2:15pm

Submitted by Patti Chong