Curriculum Committee Minutes for November 12th, 2013

Attendance: Kathleen French, Patti Chong, Kalawaia Moore, Vanessa Cole, Janine Oshiro, Kevin Morimatsu, Paul Briggs, Elizabeth Ratliff, Ross Langston, Brian Richardson

1. Approval of Minutes from Oct 22nd, 2013

Motion to accept: Vanessa moved, Paul seconded. Motion carried unanimously (8 votes cast).

2. CA Agripharmatech (Modification): The proposed modification would allow students pursuing the Certificate of Achievement in Agripharmatech to substitute BIOL 275/275L (Cell and Molecular Biology & Lab) for the current BOT 210 (Phytobiotechnology) requirement. It would also change the math requirement from MATH 103 (College Algebra) to MATH 103 or higher. These changes will give students added flexibility in completing the certificate.

Motion to accept: Janine moved, Patti seconded. Motion carried unanimously (8 votes cast).

3. IS 103 (Discussion): IS 103 (Introduction to College) is a requirement for all students participating in the freshman cohort. The class is designed to orient new students to the college and instill skills and time management that will help them to succeed in an academic setting. IS 103 is currently housed in the Social Sciences, but that department has requested that it be moved, as it is not actually a Social Science class. It was initially proposed that the class be moved to student affairs, as the majority of IS 103 sections are taught by counselors and the class was designed by Student Affairs personnel. Brian Richardson expressed concern that a credit class would become the responsibility of student affairs, as they do not usually handle curriculum and don't have chairs with assigned time to oversee curriculum modification or assessment. He suggested changing alpha into LSK and moving into Language Arts.

Proposed Action: The committee will post a summary of the discussion on the Discussion Board for comment. The discussion board will run through the second week of the spring semester.

Motion to accept: Janine moved, Paul seconded. Motion carried unanimously (8 votes cast).

4. Curriculum Forms

Previously, the committee had suggested creating a copy of the curriculum proposal/modification form with "model" answers so that faculty submitting new proposals would have some guidance in completing the form.
Kathleen asked the committee which questions should be provided with model answers:

Committee replies:

# 28 (Program Requirements)
#29 (Diversification Requirements)
#35 (Articulation with UHM Gen Ed Core)

5. Curriculum Central/Kuali
Curriculum central will be switching over to a Kuali database in the next couple years. There will be a standard set of questions for all colleges, but the college may be able to continue using its internal system and have Kevin M. feed the data into Kuali.

Meeting adjourned at 2:00 pm.
Submitted by Ross Langston