Curriculum Committee Meeting Minutes

Date: 4/8/2014

Note-taker: Ryan Koo


Approval of Last Meeting’s Minutes: Minutes were distributed via email prior to meeting. Minutes were approved with minor spelling amendments. Paul Briggs motioned, Ross Langston seconded. Passed unanimously, 7-0.

Agenda

1. SLO Modification for Biology 100
   a. Committee wondered why information in SLO was eliminated, Ross suggested it was in an effort to articulate in accord with other campuses, UH Manoa.
   b. Committee changed wording in SLO from “Science” to “Scientific Reasoning,” Ross will check with David Krupp to confirm change.
   c. Also questioned the phrase “inanimate object”
   d. Committee also questioned why “Associate in Arts: Biological Sciences (DB)” was in section 28 as well as section 29, but discussed proposed changes to the online form format might cover this issue. Discussed possibility of changes to section 28 and 29 of the Curriculum online form.
   e. Committee noticed that many designations are missing from the online checklist.
   f. Vanessa Motioned, Paul Second (7-0 passed unanimously)

2. Modification to ASNS, Adding Pre-engineering to Program Proposal
   a. Letty—brought up students’ demands for ASNS degree program classes with engineering emphasis (data gathered from summer bridge programs, poll of native Hawaiian student interest in Engineering Degree)
   b. Patti—Raised issues regarding EE 160 and CE 270/EE 211 as possibly problematic when compared to requirements at other colleges, UH Manoa.
   c. Letty—suggested using EE 160 and CE 270/EE 211 that are close to the requirements at UH Manoa.
   d. Committee raised issues regarding articulation with Manoa especially concerning the EE 160 and CE 270/EE 211, they might only be considered electives.
   e. Letty—said that they talked to Manoa and it should be no problem with articulation from WCC to Manoa, perhaps even attaching a memo to UH Manoa admissions office confirming the credit approval and transfer.
   f. Ross suggested including the EE/CE course description in the Program Proposal (as of now, since not quite approved, no Course Description of EE/CE classes)
   g. Writing Intensive courses? If include the EE/CE courses and eliminate the WI, will this still be approved?
   h. Patti suggested changing the “and” to an “or” for the EE 160 course so that prospective engineers other than Electrical can take the class for their designation (ie Mechanical,
Chemical), but if add the “or,” then the total credits must change from 37 to 33 and from 38 to 34, respectively
i. Motion to accept proposal with 2 changes (1. Adding “or,” 2. Changing “Pre-Engineering Concentration” credit total from 37/38 to 33/34)
   i. Vanessa motioned, Ross seconded (Passes unanimously 7-0)

3. Modification to SLO for Japanese 108
   a. After the committee originally passed the Modification (2/25/2014), the SLO was changed after it went to Division I Dean
   b. Previous 2 SLOs were merged into one SLO, “Communicate in basic Japanese in given Situations (i.e. formal and informal)”
   c. Logic for change was that the original 2 SLOs were too similar
   d. Committee discussed issues concerning wording in SLO, number of SLOs, even the title of the course
   e. Committee changed SLO to read, “Use basic Japanese to communicate appropriately in formal and informal situations”
   f. Ryan motioned, Paul second, no further discussion, passes unanimously 7-0

4. Issues concerning system-wide agreements for course titles, common course numbering, etc.
   a. Kathleen wondered what the procedure and process for these changes should be.
   b. Could there be a mass memo circulated instead of sending a high number of minor editions through Curriculum Committee? Patti reported that each college can decide for itself the proper procedure for slight/minor changes. Question? What should WCC do? Should faculty fill out these “forms” individually? Should department chairs? Discipline coordinators?
   c. Decision—keep the process the same as it is now (from the faculty/discipline coordinator to Curriculum Committee), but instead of individual discussion board for every single minor change, Committee will include a general statement on the discussion board describing the overall process of common course titles/numbering. Committee will draft a memo with this suggestion and send it to the VCAAs for approval before any decisions are finalized.

5. 296 common course numbering proposal for all special topics courses
   a. The following departments voiced their support for the proposal
      i. Humanities, English, Natural Sciences, Math/Business, Student Affairs
      ii. Social Sciences will meet this week and report back to the next meeting