Curriculum Committee
Meeting Minutes
September 9, 2014

Members present: Patti Chong, Vanessa Cole, Sam Craddock, Kathleen French (chair), Mariko Kershaw, Janine Oshiro, and Christian Palmer

Guest present: Kevin Morimatsu

Call to Order

Kathleen French called the meeting to order at 1:05 p.m.

New Business

1. Statement of appreciation for Brian Richardson

The Curriculum Committee approved the following statement commending Dean Brian Richardson’s work for the committee:

The Curriculum Committee affirms that Brian Richardson, the appointed representative from Academic Affairs, has been an effective liaison between the committee and the administration who performed key administrative functions, including the development of a new curriculum process, and demonstrated keen facility with both policy and technology. He is to be commended for his achievements in support of the curriculum at Windward CC.

Motion to approve this statement by Janine; seconded by Vanessa. The committee is unanimously in favor (7 votes cast).

Minor modifications were later made:

The Curriculum Committee affirms that Brian Richardson, the appointed representative from Academic Affairs, has been an effective liaison between the committee and the administration. He performed key administrative functions, including the development of a new curriculum process, and demonstrated keen facility with both policy and technology. He is to be commended for his achievements in support of the curriculum at Windward CC.

2. New Course HWST 140, Mahi’ai I:Kanu’ai (DB ended on April 21, 2014)

Members raised the following concerns and questions about the proposal:
Box 4. Would it be helpful if the title included something more descriptive in English? Other Hawaiian Studies classes often include an English title in parentheses.

If the proposer does not want to add an English description, would it be more helpful to students to add the word kalo to the title?

Box 26. Can the proposer add a statement explaining the site or sites that will be used so it is clear that this course is viable in the long term?

Box 28. Should this count as a Humanities requirement (DH) for the ASNS degree?

Patti will verify with the proposer the program sheet details related to this course; she needs clarification on how the course will be applied to the various degrees.

Box 35. The proposer needs to explain how this course meets the DH hallmarks.

Motion to table this proposal by Vanessa; seconded by Sam. The committee is unanimously in favor (7 votes cast).

3. New Course HAW 221, Hawaiian Conversation

Members raised the following concerns and questions about the proposal:

Box 21: This course needs more measurable outcomes.

Kathleen will contact the proposer, who needs to consult the suggestions on the Discussion Board and attend the next meeting or send a representative.

Box 9: Should “Hawaiian 202 or instructor consent” be the pre-requisite?

Members were concerned because Maui College and Kauai CC use Hawaiian 202 as the pre-requisite for the same alpha number that has been proposed.

Kathleen will bring up the concerns about pre-requisites with the proposer.

Motion to table this proposal by Sam; seconded by Vanessa. The committee is unanimously in favor (7 votes cast).

4. Deactivate Course ANTH 150, Human Adaptation
http://windward.hawaii.edu/Curriculum/Details.php?Alpha=ANTH&Number=150

The proposer requested deactivation for the purposes of system alignment. However, because the replacement course is currently held up in the Foundations process, members agreed it would be best to table this proposal.
ANTH 151, the replacement course, is similar but has a slightly different focus.

Motion to table this proposal by Vanessa; seconded by Christian. The committee is unanimously in favor (7 votes cast).

5. Deactivate Course ANTH 200, Cultural Anthropology
http://windward.hawaii.edu/Curriculum/Details.php?Alpha=ANTH&Number=200

The proposer requested deactivation for the purposes of system alignment. The course will be replaced with the identical course ANTH 152, which must still go through the Foundations process after approval from Curriculum.

Members agreed to table this proposal for deactivation until the replacement course has completed the necessary steps.

Motion to table this proposal by Vanessa; seconded by Christian. The committee is unanimously in favor (7 votes cast).

6. New Course ANTH 152, Culture and Humanity
http://windward.hawaii.edu/Curriculum/Details.php?Alpha=ANTH&Number=152

This new course is part of the system alignment effort and replaces ANTH 200.

The proposer is currently engaged in positive discussions with the Humanities chair about the FGA designation.

Motion to approve this proposal by Vanessa; seconded by Sam. The committee is unanimously in favor (7 votes cast).

7. System-Wide Changes

System Course Modification ART 189, Ka Unu Pa’a — Introduction to Hawaiian Art and Design

System Course Modification ART 243, Ceramics Studio Handbuilding II

System Course Modification ART 244, Ceramics Studio Wheelthrowing II
http://windward.hawaii.edu/Curriculum/Details.php?Alpha=ART&Number=244

System Course Modification ART 253, Figure Modeling

System Course Modification ART 105B, Ceramics Studio Handbuilding I

System Course Modification ART 105C, Ceramics Studio Wheelthrowing I
http://windward.hawaii.edu/Curriculum/Details.php?Alpha=ART&Number=105c

The only concern about the system changes is that some of the short titles for Banner exceed 30 characters. Kevin will email a list of these titles to Patti, who will consult with system administrators.

Motion to approve these proposals by Vanessa; seconded by Sam. The committee is unanimously in favor (7 votes cast).

The meeting was adjourned at 2:33 p.m.
Submitted by Janine Oshiro