Curriculum Committee
Meeting Minutes
September 23, 2014

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

Guests present: Kevin Morimatsu, Michael McIntosh, Kalani Kuloloia

Call to Order: Kathleen French called the meeting to order at 1:02 p.m.

1. Approval of Minutes from September 9, 2014 – Patti moves to accept minutes, seconded by Mariko, unanimously voted (8 voted)

2. New Course - HAW 221, Hawaiian Conversation

This course was tabled last meeting. Kalani Kuloloia in attendance to resolve concerns:

Box 11: remove and put into Box 9
Box 9: Successful completion of HAW 202 with a “C” or better (or instructor approval)
Box 21: SLOs
- Use spoken Hawaiian phrases and idioms most commonly by native speakers in conversational settings.
- Speak fluidly and respond appropriately both verbally and non-verbally with few hesitations.
- Explain cultural, historical, or political concepts and traditions through the medium of Hawaiian language. (PLO 1 & 2 of AA HWST)

Box 28:
- ASC Hawaiian Studies – elective
- AA Liberal Arts – elective
- AA Hawaiian Studies – elective
- (remove: ASC Hawaiian studies, AA Hawaiian Studies – Hawaiian Language)

Motion to approve changes and proposal by Vanessa, seconded by Janine. The committee is unanimously in favor (8 votes cast).

3. New Course ANTH 210, Archaeology

Members raised the following changes:

Box 28: Add – AA Liberal Arts (DS) & ASNS Biology/Physical/Pre-Engineering (DS)
Motion to approve proposal with added changes by Janine, seconded by Vanessa. The committee is unanimously in favor (8 votes cast.)

4. New Course ANTH 296, Special Topics in Anthropology  

Members raised the following concerns:
Box 30: Is the course repeatable? Meaning can a student take the course more than once to have 6 credits count towards an AA in Liberal Arts – Answer: course is set at 9 credits.

Suggestion: Create a generic special topics course, similar idea to the Independent Studies, so that any discipline can create a special topics class without submitting a course proposal form. WCC would set aside the number 296 to be used exclusively for our special topics courses. Part of the process to offer a special topics course would be to sit with their division dean to discuss the course. When posting the courses to the class availability site and transcript, the title of the course should be noted.

Motion to approve this proposal by Vanessa, seconded by Janine. The committee is unanimously in favor (8 votes cast.)

5. Course Modification ICS 123, Introduction to Audio and Video Editing (fixing inconsistencies in description, title, SLOs)  

Members raised the following concerns:
Change Course Name to: Introduction to Audio/Video Production

Motion to approve this proposal by Janine, seconded by Christian. The committee is unanimously in favor (8 votes cast.)

6. Deactivating Course ICS 214, Fundamentals of Design for Print and Web  

Proposer states there is too much content for one course, and it will not be offered anymore.

Motion to approve this proposal by Ryan, seconded by Patti. The committee is unanimously in favor (8 votes cast.)

7. System Wide Changes:

Course Modification MATH 115, Statistics (to align banner title, course title, and course description with the system)  
Motion to approve this proposal by Vanessa, seconded by Janine. The committee is unanimously in favor (8 votes cast.)

Course Modification MATH 135, *Precalculus: Elementary Functions* (to align banner title, course title, and course description with the system)

Motion to approve this proposal by Vanessa, seconded by Ryan. The committee is unanimously in favor (8 votes cast.)

Course Modification MATH 140, *Precalculus: Trigonometry and Analytic Geometry* (to align banner title, course title, and course description with the system)

Motion to approve this proposal by Vanessa, seconded by Janine. The committee is unanimously in favor (8 votes cast.)

8. Course Modification SOC 218, *Introduction to Social Problems* (SLOs; Gen Ed alignment)
http://windward.hawaii.edu/curriculum/Details.php?Alpha=SOC&Number=218

Motion to approve this proposal by Patti seconded by Christian. The committee is unanimously in favor (8 votes cast.)

**Other:**

New Course HWST 140, *Mahi‘ai I:Kanu‘ai* (DB ended on April 21, 2014)
Liko will come to 10/14 meeting to discuss concerns.

Changes to Committee Policies: Sam proposed the idea of changing the Curriculum Committee Policies to include required meeting attendance by the individual who has initiated a course proposal. The committee decided not to change the Policies, but the Chair (Kathleen) will include that person in the agenda email, the agenda will be changed to discuss the courses first if the proposer is present, and all committee members will encourage department members to attend meetings if they are proposing course changes.

The meeting was adjourned at 2:15 p.m.
Submitted by Sam Craddock