2013-2014 Senators Present:

Dave Krupp (Off-Campus Chair)       Janine Oshiro (Language Arts)
Deacon Hanson (Math/Business)      Kaʻala Carmack (Humanities)
Ellen Nagaue (Academic Support)  Kathleen French (CC Chair) Ex-Officio
Floyd McCoy (Natural Sciences)    Kathleen French (Social Sciences)
Heipua Kaʻōpua (Recording Chair)   Liko Hoe (Presiding Chair)
Jamie Boyd (OCCE)                  Lisa Gillis-Davis (Student Affairs)

Senator(s) Absent: none

Guests:
Jan Lubin, Director of Planning and Program Evaluation
Patti Chong, UHCC Faculty Subgroup Academic Policy Committee

1. Called to Order: 1:00pm
2. Approval of October 15, 2013 Minutes: Motion to approve minutes of October 15, 2013 by Liko Hoe. Motion passes via voce.

3. REPORTS
   A. Patti Chong, UHCC Faculty Subgroup Academic Policy Meeting:

      • Grading Policy: Revisiting grading policy regarding +, -, or N grades. The committee is considering adding a new grade for people who disappear without properly withdrawing.
      • Academic Forgiveness Policy: HawCC has an Academic Renewal Policy in place; they do not want to change their policy. The other CCs have not approved of an academic forgiveness policy. Floyd McCoy asked about the process involved in withdrawing from all classes in a semester (Students can withdraw from a class via their MyUH portal but must go to A&R to withdraw from all classes).
      • The following issues will NOT be pursued at this time.
         o Prerequisite W1 Courses: ENG 100 with a “C” or higher
         o Satisfactory Academic Status
         o Standardized Course Prerequisites, SLOs, and core designation
      • Dave Krupp inquired about Common Course Numbering. This discussion continues at the VCAA level.
      • The approved policies can be found at: http://uhcc.hawaii.edu/OVPCC/policies/index.php

   B. Curriculum Committee (CC): Kathleen French
      CC Approved Proposals from October 22, 2013

      1. Archive ASC: ASC in Bio-Resources and Technology: Plant Biotechnology
2. Course Modification: **ICS 100, Computing Literacy and Applications** (The Diversification designation is being dropped)
   http://windward.hawaii.edu/Curriculum/Details.php?Alpha=ICS&Number=100

*Note: The following six IS course proposals shown below are basically just changing the Diversification designation from Humanities (DH) back to Natural Sciences (DY):*

3. Course Modification: **IS 160A: Polynesian Voyaging and Seamanship**
   http://windward.hawaii.edu/Curriculum/Details.php?Alpha=IS&Number=160A

4. Course Modification: **IS 160B: Polynesian Voyaging and Seamanship**

5. Course Modification: **IS 160L: Polynesian Voyaging and Seamanship Lab**

   http://windward.hawaii.edu/Curriculum/Details.php?Alpha=IS&Number=260A

7. Course Modification: **IS 260B: Polynesian Voyaging and Stewardship**

8. Course Modification: **IS 260L: Polynesian Voyaging and Stewardship Lab**

- All eight curriculum proposals were approved by the Faculty Senate. IS 260L was approved on the contingency that it is designated as a DY. However, IS 160L, is an elective.

- Kathleen French motioned that the Curriculum Committee be responsible to make the change and approve IS260L as a DY course. Floyd McCoy seconded. Motion passes via voce.

C. **ACCFSC/CCCFSC (Dave Krupp)**

- Kuali Curriculum Management System is adaptable to a multi-campus system and can adapt to individual needs of each campus. In Spring 2014, they will test the KCM system. Fall 2015 is a realistic target date for full or partial implementation

- ACCFSC approved budget request for web support, travel, retreat, and travel expenses of FS chairs to the High Cost of Education Conference. Funding was also approved for Public Relations.

- UHM President Search: Asking committee to meet with ACCFSC on November 22, 2013 to understand shared governance, teaching and research, political savvy, indigenous populations, promoting UH to public, sustainability, and sense of place. FS to take this back to their departments and get feedback on their desired qualifications for the next UH President.

- Mānoa FSC discussed public relations efforts such as selling the University to legislators. Negative opinions regarding UH Mānoa affect the entire system. We should look at what the CCs are doing to advertise their programs and services.
• ACCFSC goals for new academic year: develop a promotion strategy for the University; create a New Faculty Survey, update ACCFSC Charter, promote sustainability at all levels, and reinstate the Faculty Dependent Scholarships.

• PHIL 110: WASC said PHIL110 is no longer acceptable for FS designation as a Gen Ed requirement (not enough quantitative curriculum). They recommended switching to PHIL 111. Manoa will almost certainly be phasing out PHIL 110 as a course that satisfies the FS requirement.

**CCCFS and Strategic Planning Council meetings**
   a. 2nd Annual Sustainability Summit Planning  
   b. Cost of Higher Education Forum

4. **Old Business**
   a. None

5. **New Business**
   a. Teaching Equivalencies sub-committee report (Liko Hoe)

6. **Announcements**
   a. Senior Citizen Visitor Pass (SCVP) –Lisa Gillis Davis
      • FS to discuss with their departments
      • Deacon Hanson (Math & Business) asked, “Will instructors be required to provide copies of course materials?”
      • Ellen Nagaue (Academic Support) recommended changing the definition to “SCVP does not provide an active UH ID, access to MyUH or Laulima, or library privileges.”
      • Instructor permission is required
      • Deacon Hanson suggested changing wording to “preference for Hawai‘i citizens.”

7. **The meeting was adjourned at 2:20 pm**

*Next Meeting: Tue. Nov. 19, 2013 1:00-2:00 p.m.*

Minutes submitted by: Heipua Kaʻōpua, PhD,  
Recording Chair
**Report: UH Is Transitioning to Kuali Curriculum Management**

What is Kuali Curriculum Management? KCM is open-source software offered by the Kuali Foundation to institutions of higher learning across the country. Like Sakai, of which Laulima is a UH adaptation, Kuali comes in a vanilla form ready to be adapted to the ways in which different campuses do business.

KCM has been designed to meet almost of the standard curricular needs of community colleges and baccalaureate and graduate institutions. Here are links to demos of how KCM works at the University of Maryland, where it has been in use for 18 months. You will see that it is very user-friendly—a big plus for faculty, who will find it very easy to navigate.

5-minute demo: [http://www.webspace.umd.edu/KSProject/upload/CMDemo.mp4](http://www.webspace.umd.edu/KSProject/upload/CMDemo.mp4)
20-minute demo: [http://www.webspace.umd.edu/KSProject/upload/CMDemo.mp4](http://www.webspace.umd.edu/KSProject/upload/CMDemo.mp4)

You can find useful overview of what KCM does out of the box at:


While Maryland adopted KCM with very few changes, institutions can adapt it to their own needs—in our case, serving multiple campuses—and mesh it with existing curriculum-related systems—in our case, Banner.

**Curriculum Central.** For a number of years, a growing number of UH campuses have used Curriculum Central to manage course creation, modification, and review processes, to maintain permanent digital records of these processes, and to allow for ongoing updating of Banner and catalog information. Two campuses also use CC for program creation, modification, and review, with a third coming on board shortly. CC provides a rich environment, and the system administrator has continually modified the system so that individual campuses have had considerable autonomy in defining what CC does for them. CC has been very satisfactory and will continue to be used until KCM is fully implemented. Why change?

First, CC is dependent on the knowledge, skill, and continuing good health of a single part-time system administrator. In other words, it is not indefinitely sustainable. Also, UH as a system is aiming to incorporate more and more Kuali components. We already have KFS and Kuali Coeus, which administers research activities. Kuali Course Management is the lead module of Kuali Student, which will add Enrollment and other student-related functions. This is a good time for UH to get on board, when we can help shape the evolution of Kuali Student.

So, in summer 2013, the UH system administration—Linda Johnsrud, John Morton, and then VP for ITS/CIO David Lassner committed to move to Kuali Curriculum Management.

**Progress to Date.**
At this point, we believe that Fall 2015 is a realistic target date for full or partial implementation.

Since early September 2013, a number of groups have been working together to determine how KCM aligns with the curricular needs of UH campuses, and what customizations and configurations are needed to make KCM do what it needs to do for us. We’ve determined that KCM can do most of what we want it to do—once the biggest modification is in place. That is, that KCM was designed for single-campus use, and it needs to become a multi-campus system, able to deal with a multitude of programs and types of courses from vocational through liberal arts, professional and doctoral, and the distinctive protocols and special interests of the various campuses.
At the end of October 2013, an RFP will go out, soliciting bids from commercial organizations familiar with KCM, to modify and enhance KCM so that it meets our core curricular needs and can readily address many campus-specific requests. We hope to have a vendor in place and hard at work early in Spring 2014. In addition, the vendor will train ITS staff to administer KCM, with minimum assistance from individual campuses.

**Collaboration.** While the software modifications are under way, representatives from all ten UH campuses will work together to refine the core elements and language of KCM and to agree on how to handle special needs of specific campuses. They will work with Banner Central and ITS to define how and which data will go from Banner to KCM and from KCM to Banner. They'll test the products of the vendor’s work on KCM. They'll help to develop training and support materials and protocols for handling tweaks and glitches. It is likely that one or two campuses will pilot KCM Hawaii. This highly collaborative effort—across campuses and among ITS, Banner, and campus users—is essential to the success of KCM and is expected to run into early 2015.

By Fall 2015, assuming adaptation and vetting have been successful, there are two possible scenarios: either some campuses will move to KCM while others remain with CC for a period and move later to KCM, or all campuses will begin using KCM simultaneously.

April K. Scazzola, Functional Leader
UH SystemTransition to Kuali Curriculum Management