WCC Foundations Board Meeting

November 5, 2012

Minutes

Present: Patti Chong, Roy Fujimoto, Malia Lau Kong, Leslie Lyum, Dave Ringuette, Navtej (Johnny) Singh, and Jean Okumura

Call to Order: The WCC Foundations Board Meeting was called to order at 2:35pm in Manaopono 101.

1. Introductions of members:
   - Patti Chong representing Student Affairs
   - Roy Fujimoto representing Social Sciences
   - Malia Lau Kong representing Humanities
   - Leslie Lyum representing Language Arts
   - Dave Ringuette representing Natural Sciences
   - Navtej (Johnny) Singh representing Business and Math
   - Jean Okumura WCC Foundations Board Chair

2. The minutes for the April 20, 2012 meeting were approved as circulated.


   Jean reviewed the meeting summary noting that:
   - KCC had encountered a glitch with the Foundation review process when using Curriculum Central.
   - FS/FQ discussion: By last year’s agreement, PHIL 110 still meets the FS/FQ Hallmarks. The current discussion is Manoa’s need to meet WASC’s general education requirement of “quantitative reasoning” remains unsolved. The CCAOs are meeting to discuss.
   - A year from now, Foundations process will become part of Curriculum Central.
   - The Multi-Campus Foundation Board has been functioning without directives, so formulating responsibilities and procedures will be formalized this year.
4. Other Business

a. Reviewing proposals, especially renewals
   1) Assessment Piece: #5 on the proposal form indicated the plan that the department was going to use to evaluate the course, in terms of meeting the Foundation Hallmarks. Some departments connected their course level SLOs with the Hallmarks. The Foundations Board members should review the renewals to see whether the departments are in good faith conducting the assessment indicated on their proposal form to gather feedback for improvement. The Foundation Board members
      a) What the assessments were done
      b) Identify what the benchmarks were
      c) What the results were/what happened in the last 5 years
   2) What has the department done to make sure that ALL faculty who teach Foundation courses work to meet the Hallmarks.
      a) Any course level assessment that was connected to the Foundation Hallmark
      b) Some indication how all teachers met the Hallmark
      c) Review of the lecturers’ syllabi

b. Quantitative Reasoning – UHM Concerns
   Manoa is concerned about needing to meet the WASC requirement. One strategy might be to not allow PHIL 110 to fulfill FS. The change to #5 of the FS Hallmark last year still allows PHIL 110 to fulfill FS. CCAOs are discussing and no details yet. Richard mentioned the issue to Jean in passing.

c. Encouraging a variety of Foundation courses.
   WCC has a larger student population and course offering now. The divisions may want to discuss the possibility of offering more Foundation courses so that WCC has a wider variety. Jean mentioned that Manoa’s Social Science division has a course called Street Science in the FS area. Manoa also has a number of different courses to meet FG. She has indicated that there should be at least one full-time staff member who is able to teach the class.

d. Any other business
   New courses go to CCAAC -> FS -> administration without the Foundation designation. After the course is approved, then it is submitted to the Foundation Board for approval indicating that the hallmarks are met. Foundation Board approval is final, not needing any other approval.
   ▷ Jean to check on the process within curriculum central.
5. Announcements

a. Substitute Chairperson for Spring 2013
   Jean’s sabbatical request has been approved for Spring 2013. Malia Lau Kong has
   graciously accepted to fill the Foundations Board Chair position for spring 2013.

b. Next Meeting: Monday, November 19, 2012 from 2:30 to 4:00 pm in Mana’opono
   101. We will begin discussing the completed proposals.

Adjournment: The meeting was adjourned at 3:30 pm.