Present: Robert Barclay, Young-a Choi, Patti Chong, Letty Colmenares, Paul Field, Kathleen French, Jean Okumura, Jean Shibuya

1. Call to Order– The meeting was called to order by Jean Okumura at 2:00 pm in Mana`opono 113. Board members were welcomed to the first WCC Foundations Board meeting.

2. Background Information– Jean Shibuya, CCAAC Chairperson, provided handouts and a background on the Foundations Board.

3. New Business

   a. The Board members were asked to inform their departments about the Foundations Board. Jean Okumura will provide the members with exactly what information they should communicate to their departments.

   b. Foundation Review Process

      (1) It was decided that the first priority for review this year would be foundations courses that had been approved once before and needed to be renewed. They are Eng 100, Hist 151, Hist 152, Math 100, Math 140, Math 203, Math 205, and Phil 110.

      (2) It was decided that the deadline to submit Foundations Designation Course Proposal forms for Fall 2008 would be in November.

      (3) It was recommended that a WCC Foundations Board Website be set up. Brian Richardson will be consulted for that.

   c. A Foundations course that is approved would have the Foundations Designation for a 5 year period.

4. Adjournment—The meeting was adjourned at 3:10 pm.