WCC Foundations Board Meeting  
November 16, 2007  
Minutes

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

1. Call to Order– The meeting was called to order by Jean Okumura at 1:30 pm in Mana`opono 113.

2. Further Updates from the October 8, 2007 Multi-campus Foundations Board Meeting
   a. Possible Breach of the Foundation Articulation Agreement
      No formal word was received about the result of Steve Canham (UHM’s Foundations Board Chair) bringing this issue to the UHM Faculty Senate. However, Math faculty were informed of a system-wide meeting set for January 2008. On the agenda is Math 135, 115, and 103.

   b. Grandfathering of Courses in Foundations
      It was clarified that for WCC, grandfathering of courses listed under Foundations is only until summer of 2008.

3. Grandfathering of Math 103, 111, 115, and 135 at WCC
   a. Due to the clarification received (see 2b above), Math 103, 115, 111, and 135 cannot be grandfathered (as satisfying FS designation) until 2012 as the WCC Foundation Board had previously approved.

   b. Since catalog revisions must be submitted in February or March 2008 for the 2008-2009 catalog, it will not be possible to reflect all the decisions made by WCC’s Foundations Board during the 2007-2008 academic year in the 2008-2009 catalog. Hence, realistically, by the Fall 2009-2010 catalog, all the courses listed under Foundations (FG, FS, FW) must have been approved by the WCC Foundations Board. Therefore, Math 103, 111, 115, and 135 can only be grandfathered through 2008-2009. These courses must be approved by the WCC Foundations Board prior to the catalog revision deadline in 2009 for the 2009-2010 catalog in order to remain in the catalog as satisfying FS.
4. Applications for Foundation Designation

a. Math 100, 140, 203, 205 - The response to the assessment question was received. The Board edited the response.

Math 100, 140, 203, and 205, were unanimously approved for renewal with the edited assessment piece.

- Foundations Designation – FS
- Effective dates: Fall 2008 - Summer 2013.

b. English 100 - The proposal was reviewed and discussed.

Eng 100 was unanimously approved for renewal

- Foundation Designation – FW

c. Phil 110 - The proposal was reviewed and discussed.

Phil 110 was unanimously approved for renewal.

- Foundation Designation – FS

d. Hist 151-152

Since not everyone was able to complete their individual review of these courses, the Board will review these courses at the next Board meeting.

5. Suggested Improvements in the Instructions for the Foundations Designation Application

a. In reviewing the applications so far, Board members found that it was a good idea to link student SLOs to the hallmarks. Doing so insures that when faculty assess SLOs, they will also be assessing the hallmark. It will be recommended to faculty who wish to apply for the Foundation designation for a course or renewal to link the hallmarks with SLOs whenever possible.

b. The application materials need to clarify that the course outline submitted with the application needs to be a generic course outline. Sample faculty outline may be also submitted with the generic course outline. The generic course outline as well as sample instructor outlines should have the Foundations Hallmark listed.

c. On the application form, under #1- Course Information, “course subject” should be changed to “course alpha”.

6. Adjournment—The meeting was adjourned at 2:50 pm.