WCC Foundations Board Meeting  
February 8, 2008  
Minutes

Present: Robert Barclay, Young-a Choi, Patti Chong, Letty Colmenares, Janice Nuckols, Jean Okumura.

Excused: Kathleen French

1. Call to Order – The meeting was called to order by Jean Okumura at 2:23 pm in Mana’opono 113.

2. Minutes – The minutes for the November 16, 2007 and December 7, 2007 meetings were accepted with a correction on the December 7, 2007 minutes.

3. Application for Foundations Designation
   a. It was moved and seconded that Rel 150 be classified as a C course. Motion passed unanimously.
   b. Rel 150 – The proposal was reviewed and discussed.

      Rel 150 was unanimously approved for Foundation Designation.  
      Foundations Designation – FGC  
      Effective Dates: Fall 2008 – Summer 2013

4. Results of the System–wide Math Meeting held in Jan. 2008

   Jean reported that UH Manoa faculty were informed that Math 135 and 115 at Honolulu CC were approved by the Foundations Board at Honolulu CC. Linda Johnsrud (Vice President for Academic Planning and Policy) agreed that UH Manoa is part of the Foundations articulation agreement. However, she also pointed out the E5.209 policy also indicated that the campus from which the student wishes to graduate from may have specific general education, program degree and graduation requirements that the student must satisfy.

   In other words, even if Math 135 and 115 from Honolulu CC were approved for FS, UH Manoa may require specific general education courses that the student will have to satisfy if she/he wants to attain a degree at Manoa.

5. Update on Math Courses
   a. Math 100, 140, 203, and 205 have already been renewed for FS Fall 2008 to Summer 2013.
   b. Math 112’s FS designation is effective Spring 2007 to Fall 2011.
5. Update on Math Courses (continued)

c. Math department is not planning to submit Foundations Designation for Math 111, 206, and 231.

   (1) Math 111 is for elementary education majors so it is not desired to have students with other majors who are just trying to get a course to satisfy FS requirement. The space needs to be devoted to elementary education majors. This is how it is at UH Manoa. WCC math department will follow that precedence.

   (2) Math 206 has Math 205 as a pre-requisite and Math 231 has Math 206 as a pre-requisite. So students who take these courses already have Math 205 or equivalent so they will have their FS requirement completed. Therefore, it is not necessary to designate these courses for FS.

d. A proposal for Math 135 will be submitted.

e. Whether a proposal for Math 103 and 115 will be submitted is still being discussed.

6. Generic (master) Course Outlines

Jean needs to get generic course outlines for HIST 151, 152, PHIL 110 and REL 150 by the end of March. Janice Nuckols, Humanities representative, was asked to follow up on this.

7. Terms of Service

The discussion on terms of service was resumed. It was recommended that members have a 3 and 5 year rotation of terms.

   Humanities representative – 3 yrs, 5 yrs, 3 yrs, etc.
   Math representative – 5 yrs, 3 yrs, 5 yrs, etc.
   Natural Sciences representative - 3 yrs, 5 yrs, 3 yrs, etc.
   Language Arts representative - 5 yrs, 3 yrs, 5 yrs, etc.
   Social Sciences representative - 3 yrs, 5 yrs, 3 yrs, etc.
   Student Services representative - 5 yrs, 3 yrs, 5 yrs, etc.
   Chairperson – 5 yrs.

8. Process

Courses submitted for Foundations Designation must be approved as a course by CCAAC and Faculty Senate before it will be discussed by the Foundations Board.
9. **Workload Concern**

A concern was voiced regarding faculty workload should more courses apply for Foundations Designation. It was suggested that a memo be generated from the Foundations Board to CCAAC (with a copy to the Dean of Instruction) communicating that as a small campus, we should not be duplicating the breadth of choices available for meeting the Foundations requirement that exists at UH Manoa or large UH Community Colleges. If and when more proposals are submitted for the Foundations Designation, the workload issues and impact need to be considered.

10. **Next Meeting** – Friday, April 11, 2008 – 2:15 – 3:45 p.m.

11. **Adjournment** - The meeting was adjourned at 3:45 pm.