

Curriculum Committee Meeting Minutes  
Thursday, September 06, 2018  
1:30 PM – 3:00 PM (BS 105)

Attending:

1. Aguilera, Kelsi
2. Bassous, Reem
3. Bauer, Mike
4. Burdick, Betty
5. Cashman, Katie
6. Chang, Cara
7. Dagdag, Faustino
8. Deuel, Lois-Lynn
9. Garcia, Jiajia (Secretary)
10. Gross, Petersen (Chair)
11. Hirata, Brent
12. Hochstein, Candace
13. Ichida, Brian
14. Kwok, Roger
15. Loo, Tiana
16. Mahi, Michele
17. Miyahara, Nolan
18. Nebrija, Alan
19. Padasdao, Bryson
20. StavRue-Pe'ahi, Jean
21. Wong, Evelyn

Guests:

1. Oshiro, Janel (VACC)
2. Teraoka, Della

Handouts:

For all documents, see website at: <http://emedia.leeward.hawaii.edu/facsenate-cc/>

- I. Call to Order at 1:32 pm.
- II. Approval of Minutes (August 30, 2018). Approved by a show of hands.
- III. Announcements
  - A. Della Teraoka addresses Curriculum Committee

The Curriculum Committee should focus on looking at the following areas, but not limited to these only, when reviewing a course or Program:

Courses:

- Course content,
  - Relevancy
  - Appropriate for the college level
- SLOs
  - Measurable
- Teaching Equivalency
- Alignment
  - Course alpha
  - Course number
  - Course title
  - Teaching equivalency

Program:

- Depth
- Breadth
- Sequencing
- Hidden prerequisites
- Pathway
- Budget

Both ESL and ELI were disciplines with low enrollment. They were put together to increase enrollment for classes.

If an ELI class is cross-listed with an ESL class, then the college is subsidizing the funding for the course, that is, the LA division pays the instructor who teaches the ESL class that is cross-listed as an ELI class.

If an ELI is not cross-listed with an ESL class, then the ELI is solely responsible for the funding, that is, the ELI pays the instructor who teaches the ELI course.

IV. SUBGROUP REPORT: (Michael Bauer) Review and vote on the following proposals:

“This is part of a noncredit program offered through the English Language Institute” is added at the end of Field 2.1 for each of the following course.

Removed the word “of English” before “in order to” in the first sentence in Field 2.1 for all ELI course.

Updated the format for both Fields 4.3 and 4.4 for all the ELI courses.

A. ELI 40A – mod

Field 4.1: added a space between “included” and “the” in the first sentence

B. ELI 40B – mod

Field 4.1: changed the first “english” to “English” in the first sentence

C. ELI 40C – mod

D. ELI 40D – mod

V. SUBGROUP REPORT: (Evelyn Wong) Review and vote on the following proposals:

A. None

VI. SUBGROUP REPORT: (Michele Mahi) Review and vote on the following proposals:

The Music discipline needs to modify their ASC Program. Also, the Music discipline needs to notify the Hawaiian Study discipline about the change and AA Program coordinator.

MUS 232C was last offered and run in Spring 2010. All the other music classes listed below were never offered in Banner.

The Committee voted on the deletions with the understanding that the outcomes will not go through until the ASC Program modification comes through.

A. MUS 122E – del

B. MUS 122F – del

C. MUS 203D – del

D. MUS 221C – del

E. MUS 222C – del

F. MUS 232C – del

G. MUS 240 – del

VII. SUBGROUP REPORT: (Jean StarRue Pe’ahi) Review and vote the following proposals:

A. None

VIII. Announcements & Adjournment (2:49 pm). Next meeting is September 13, 2018.

A. Fall 2018

Fields 5.1 – 5.3, the questions related to Distance Education, may be updated to be more current and reflecting accreditation’s expectations.

Suggestion: add a “Not currently offered” check box

Minutes by Jiajia Garcia.

	Course/Program	Yes	No	Abstain	No mark	Comments
01	ELI 40A - mod	21				
02	ELI 40B - mod	21				
03	ELI 40C - mod	21				
04	ELI 40D - mod	21				
05	MUS 122E - del	21				
06	MUS 122F - del	21				
07	MUS 203D - del	21				
08	MUS 221C - del	21				
09	MUS 222C - del	21				
10	MUS 232C - del	20		1		
11	MUS 240 - del	20		1		