Attending:  
1. Albritton, William (Chair)  
2. Burdick, Betty  
3. Cai, Weirong  
4. Choi, Jessica  
5. Choy, Doug  
6. Fujita, James  
7. Hochstein, Candace  
8. Kaluhiokalani, Manao  
9. Khaleghi, Gholam  
10. Kharbanda, Hardeep (Sunny)  
11. Lane, Joy  
12. Padasdao, Bryson  
13. Seffrood, Jiajia (Secretary)  
14. Takamura, Christy  
15. Wang, Jue  
16. Wong, Evelyn  

Guests:  
1. Oshiro, Janel (VCAA)  
2. Anderson, Della  
3. Kawano, Warren  

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

I. Call to Order at 1:30 pm.  

II. Approval of Minutes (November 3, 2015). Approved by a show of hands.  

III. Announcements  

A. None  

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

A. SP 251 – modification  
B. Accounting (AS) – modification  
C. Accounting (CA) – modification  
D. Small Business Accounting (CO) – modification
V. SUBGROUP REPORT: (Betty Burdick) Review and vote on the following proposals:

A. Business Technology (AS) – modification
B. Business Technology (CA) – modification
C. Business Technology (CO) – modification
D. BUSN 193V – modification

VI. SUBGROUP REPORT: (Weirong Cai) Review and vote the following proposals:

A. REL 203 – deletion

This course has not been offered for 15 years and it will not be offered.

B. BUSN 269 – modification
C. BUSN 277 – modification
D. BUSN 279 – modification

The three Business courses listed above are for the 5-year review. No changes were made other than updating the dates for appropriate fields.

VII. SUBGROUP REPORT: (James Fujita) Review and vote on the following proposals:

ENG 21 is no longer offered, so leaving ENG 21 as a prerequisite may cause potential problem in registration.

A. HOST 101 – new

Field 7: deleted ENG 21 as part of the prerequisite
Field 13: changed “Associate in Liberal Arts” to “AA in Liberal Arts”
Field 19: deleted “HOST 101, Introduction to Hospitality and Tourism, is taught at Hawaii CC, Kapiolani CC, Kauai CC, and Maui CC”
Field 25: added “because it is replacing TIM 101”
Field 37: changed “Associate in Liberal Arts” to “AA in Liberal Arts”

B. HOST 152 – new

Field 7: deleted ENG 21 as part of the prerequisite
Field 14: added “in the Hospitality and Tourism concentration in the Management AS and Hospitality and Tourism CO” at the end of the first sentence
Field 14: deleted the space between “a s” in the last sentence of the first paragraph
C. TIM (ASC) – modification

The only change made was in Field 3: changed TIM 101 to HOST 101.

D. Management (AS) – modification
E. Hospitality and Tourism (CO) – modification

VIII. SUBGROUP REPORT: (Gholam Khaleghi) Review and vote on the following proposals:

A. ICS 100 – modification

Changed the prerequisite to NONE.
Field 29: added “for an introductory course” at the end

B. ICS 101 – modification

Changed the prerequisite to NONE.
Field 29: added “for an introductory course” at the end

C. ICS 141 – modification

Field 7: deleted “OR appropriate placement, OR concurrent enrollment in MATH 88”
Field 28: deleted “OR appropriate placement, OR concurrent enrollment in MATH 88” related to the change made for Field 7

IX. Announcements & Adjournment (2:50 pm). Next meeting is November 19, 2015.

Minutes by Jiajia Seffrood.

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