

**CURRICULUM COMMITTEE REPORT
TO THE FACULTY SENATE
APRIL 29, 2009**

The following course/program proposals have been passed by the Curriculum Committee. We ask that the Faculty Senate accept our recommendations for the following:

DELETIONS

DNCE150 Introduction to Dance (3 credits) Deletion

Action: 15 Approved, 0 Disapproved, 0 Abstained

MODIFICATIONS (Have been through curriculum committee within last 3 years)

**ESL 8B Intermediate Reading for Speakers of Other Languages (3 credits)
Modification**

From proposal:

Remove ESL 1A as a Prerequisite for ESL 8B. ESL 1A has already been deleted. Change Prerequisites to read:

"Completion of ESL 2A and 3A with a grade of C or better; or placement into ESL 8B; or approval from the Language Arts Division"

Change Effective Date to Fall 2009.

Prerequisites (new):

Completion of ESL 2A and 3A with a grade of C or better; or placement into ESL 8B; or approval from the Language Arts Division

Prerequisites (old):

Completion of ESL 1A, 2A, and 3A with a grade of C or better; or placement into ESL 8B; or approval from the Language Arts Division

Action: 16 Approved, 0 Disapproved, 0 Abstained

**ESL 9B Intermediate Writing for Speakers of Other Languages (3 credits)
Modification**

From proposal:

Remove ESL 1A as a Prerequisite for ESL 9B (Item 8). ESL 1A has already been deleted. Change Prerequisites to read:

"Completion of ESL 2A and 3A with a grade of C or better; or placement into ESL 8B; or approval from the Language Arts Division"

Change Effective Date to Fall 2009. (Item 3).

Prerequisites (new):

Completion of ESL 2A and 3A with a grade of C or better; or placement into ESL 9B; or approval from the Language Arts Division.

Prerequisites (old):

Completion of ESL 1A, 2A, and 3A with a grade of C or better; or placement into ESL 9B; or approval from the Language Arts Division.

Action: 16 Approved, 0 Disapproved, 0 Abstained

MATH 1B Basic Math Through Problem Solving I (3 credits) Modification

From Proposal:

Item 12 was revised in response to suggestions from the College Assessment team.

Items 30-32 were revised as part of the review process.

Prerequisites:

None

Action: 15 Approved, 0 Disapproved, 0 Abstained

MATH 22 Introductory Algebra With Geometry (3 credit) Modification

From Proposal:

The student learning outcomes (SLOs) in item 11 are being re-written to conform to specifications set by the college Assessment Team's rubric. Other fields in the core outline are being updated to better align with these re-written SLOs.

Prerequisites:

A grade of C or better in Math 1B or equivalent, within the past two years.

Action: 15 Approved, 0 Disapproved, 0 Abstained

MATH 50H Technical Mathematics I: Food Service (3 credits) Modification

From proposal:

The Student Learning Outcomes (SLOs) are being re-written to conform to specifications set by the college Assessment Team's rubric.

Prerequisites:

C or better in Math 1B or equivalent

Action: 15 Approved, 0 Disapproved, 0 Abstained

ZOOL 240 Human Anatomy and Physiology (4 credits) Modification

From Proposal:

Corequisite: DELETE - "survey of Medical Terminology Biol 110" ADD - "Concurrent or prior credit in Survey of Medical Terminology (HLTH 125)" -----

-- These changes will allow Medical Terminology to be taken either as a prerequisite or as a corequisite. (currently it is required as a co-requisite). It also takes care of change "BIOL 110" to "HLTH 125", which reflects the recently submitted memo to change the alpha and course number of Biol 110 to Hlth 125.

Prerequisites:

Prerequisite for ZOOL 240: ENG 100 with a grade of C or better or equivalent. CHEM 151B or CHEM 161B or BIOCHEM 241 with a C or better, or 1 year of high school college-prep chemistry with a B or better within the last 5 years.

Action: 15 Approved, 0 Disapproved, 0 Abstained

MODIFICATIONS (Have not been through the curriculum committee in last 3 years)

AMT 30 Engines (7 credits) Modification

From Proposal:

Course hours change from 150 ICH - 4 lecture (60 hrs.) and 3 lecture/lab (90 hrs) to 210 ICH - 7 credits of lecture/lab @ 30 ICH per credit. This change extends the engines course for the purpose of including additional tasks as required by the program's certifying body (NATEF). Specifically, the addition of removing and installing engines in both front wheel drive vehicles and rear wheel drive vehicles.

Prerequisites:

First semester requirements or Instructor approval

Action: 16 Approved, 0 Disapproved, 0 Abstained

AMT 55 Suspension and Steering (5 credits) Modification

From Proposal:

The current steering and suspension course is 105 ICH which is 1 credit lecture and 2 credits lab. The number of hours was sufficient for the tasks required by NATEF in 1996 when the Program's initial certification was completed. Since the time of certification, the subject's tasks have increased with the addition of electronic steering and suspension systems and therefore, the number of tasks have increased.

For the purpose of maintaining certification, the program is required to instruct all tasks (objectives) as indicated by the national certifying organization. Therefore, the expansion of hours are necessary to increase from 105 ICH to 150 ICH, 5 credit hours of Lecture/Lab credits.

Prerequisites:

First semester requirements or Instructor approval

Action: 16 Approved, 0 Disapproved, 0 Abstained

BUSN 284 Medical Terminology and Office Procedures (3 credits) Modification

From Proposal:

13 – Updated course content that was missing in Curriculum Central. Provided updated answer to the assessment question.

14 – Updated LCC Mission Statement

15 – Correct name: Waianae Coast Comprehensive Health Center (WCCHC)

17 – Updated LCC Strategic Plan and answered question.

25 – Updated UHWO articulation agreement date

27 – Updated method of instruction from WebCT to course management system

29 – Update textbook

Prerequisites:

None

Action: 15 Approved, 0 Against, 0 Abstained

IS 250H Leadership Development (3 credits) Modification

From Proposal:

Answers to course assessment questions were provided. All fields from 1-41 have been assessed, corrected and updated.

Prerequisites:

ENG 100 or equivalent with a grade of "C" or better.

Action: 16 Approved, 0 Disapproved, 0 Abstained

MATH 83 Algebraic Foundations II (3 credits) Modification

From Proposal:

The student learning outcomes (SLOs) in item 11 are being re-written to conform to specifications set by the college Assessment Team's rubric. Other fields in the core outline are being updated to better align with these re-written SLOs.

Prerequisites:

C or better in MATH 73, or equivalent, within the past two years

Action: 15 Approved, 0 Against, 0 Abstained

MATH 203 Calculus for Bus. And Soc. Sci. (4 credits) Modification

From Proposal:

The major change is in the SLOs, which were re-written in conformance with the college Assessment Team's rubric. Other changes involve answering questions involving distance education and evidence that did not exist in 2004-2005, when the course was first proposed and approved.

Prerequisites:

C or better in MATH 135, or equivalent, within the past two years The two year time limit for recognizing prerequisite courses is a stipulation agreed to by the system-wide mathematics program coordination council (Math PCC). The reason for this expiration date is that the longer the time between successive math courses, the lower the retention of the material from the prior course. This is a crucial consideration because successfully learning the calculus contained in MATH 203 is dependent on close familiarity with the terminology and properties of functions that are studied in MATH 135.

Action: 15 Approved, 0 Disapproved, 0 Abstained

MATH 231 Calculus III (3 credits) Modification

From Proposal:

Fields #4, #7, #11 through 14, #17, #18, #21, #22, #28, #29, #33, #37, and #40. The changes are made for better articulation with UH Manoa. The SLOs were re-written in conformance with the College Assessment Team's rubric.

Prerequisites:

C or better in MATH 206 or equivalent (within the past two years) This course carries the Community College system-wide agreement of two-year limit on prerequisites for Math courses. This agreement is set by a policy formulated by the Math Program Coordinators Council (Math PCC).

Action: 15 Approved, 0 Against, 0 Abstained

NEW COURSES

HWST 105 Mea Kanu Hawai'i Ethnobotany (3 credits) New

From Proposal:

HWST 105 may satisfy the demand/need for the HAP requirement at Leeward CC. Moreover, it may be used to satisfy the science requirement in the Academic Subject Certificate for Hawaiian Studies.

Prerequisites:

ENG 21 and 22 or ESL 21 and 22 with a grade of C or better or instructor approval.

Action: 15 Approved, 0 Disapproved, 0 Abstained

PACS 108 Pacific Worlds (3 credits) New

From Proposal:

PACS 108 is one of the courses that may satisfy the DS requirement.

Additionally, this course may qualify as a Hawaiian, Asian and Pacific (HAP) course. Students are required to take at least one HAP focus course for an AA degree at Leeward CC as well as for a baccalaureate degree at UH Manoa.

Prerequisites:

ENG 21 and ENG 22 or equivalent with a grade of C or better or instructor approval.

Action: 15 Approved, 0 Disapproved, 0 Abstained

PROGRAMS (Modifications)

AAS Supervisory Management

From Proposal:

1. FIN 245 - Principles of Finance to be removed from core requirements and be placed in Special Elective section.

Rationale: Per discussion with the Management Advisory Committee, the major component (ratio analysis) of FIN 245 that was needed by students could be derived from ACC 125 or ACC 201.

2. BUSN 193D (3 Credits) - Cooperative Education to be removed as a Special Elective and to be placed in Core Requirements as BUSN 193C (2);

Rationale: Advisory committee argued that the need for cooperative education should be a requirement and not an elective -- more work based learning was highly recommended.

3. BUSN 166 (1 credit) - Pre-employment Preparation to be added as a part of the Core Requirements;

Rationale: Although most MGT majors are already working and have jobs, it was recommended by the advisory committee that new and existing employees who were looking to advance and/or change jobs needed help with interviewing skills, writing resumes, etc.

4. The Arts & Humanities Elective will be an open elective - PHIL 100 - Introduction to Philosophy and PHIL 101 - Morals and Society will no longer be the only choices for this elective;

Rationale: To give students more variety in selecting their electives and reducing the confusion in regards to prescribed electives.

5. The two Special Elective categories will be combined into one category. The new category will allow students to take two courses (6 credits). The courses listed will be recommended and not prescribed. In addition, PHIL 100 and PHIL 101 will be added to the list as recommended courses.

Rationale: To reduce confusion with too many special elective categories and to recommend courses that students could take while giving the students the flexibility of making their own choices.

6. Eliminating the category of Social Science Elective. Students will be given the choice of taking one of three ECON courses to fulfill the category of Social Science Elective. Economic principles are critical concepts for students to comprehend in business-related programs.

Rationale: Reduce the confusion for students.

7. Change from Associate of Applied Science to Associate of Science Degree.

Rationale

All courses offered within the program are at 100 level or higher.

Action: 13 Approved, 1 Against, 1 Abstained

CA Accounting

From Proposal:

This is an already existing program. ACC 134 Income Tax Preparation (3 cr) will be added and BUSN 121 Introduction to Word Processing (3 cr) will be removed. Word processing is covered in BUS 101 Business Computer Systems, which is required in the program. The total credits in the program will not change.

The program is being modified per advice from Accounting Advisory Board, Fall 2008. This is not a substantive change. Updating Career and Technical Education programs to maintain their relevancy in providing a trained workforce is a division, college, and system goal.

The Board felt Accounting majors should be more familiar with income tax concepts.

Action: 15 Approved, 0 Against, 0 Abstained

PROGRAMS (New)

CC Administrative Support New

From Proposal:

Students completing the Certificate of Completion in Administrative Support will have the basic skills to find employment and address the workforce need for front and back-of-the-office staff. This certificate will set a foundation toward careers in office management. Students can also continue toward a Business Technology Certificate of Completion, Certificate of Achievement, and/or Associate in Science degree.

This certificate is being created by Leeward CC in addressing the Leeward Coast community for additional office skills training for medical receptionists and the future influx of hospitality jobs in Ko Olina when Disney completes its facility.

Student Learning Outcomes:

1. Apply problem-solving skills and basic office knowledge to address the customer's or patient's immediate needs.

2. Use computer and other technology proficiently to complete daily office and project-based tasks (e.g., input/extract data, answer telephone, schedule appointments, create reports, file).
3. Demonstrate positive interpersonal interactions and diplomacy as a team member that addresses diverse population needs.
4. Examine professional and ethical behavior in the workplace that adhere to government laws as dictated in the work environment.

Resources:

Leeward CC will receive additional funds for the extension of the Robert Wood Johnson (RWJ) Foundation grant. Students in this funded grant will qualify for the Certificate of Completion in Medical Receptionist but can also obtain the Administrative Support certificates for a few additional courses.

The RWJ work-based learning grant is limited to current employees of the Waianae Coast Comprehensive Health Center (WCCHC). The grant covered all costs (faculty, equipment, supplies, student tuition, etc.) for three years and will be sustainable through tuition in the fourth and fifth years. RWJ classes are based at the Waianae Health Academy.

The Leeward CC faculty will continue to oversee the preceptors and collaboratively teach concepts and skills within the course and program to meet student learning outcomes.

Action: 15 Approved, 0 Against, 0 Abstained

CCP Web Programming (New)

From Proposal:

The Certificate of Competence in Web Programming will provide students with opportunities to pursue positions in entry-level programming and database positions. Upon completion of the certificate, the student will be able to:

1. Demonstrate proficiency in object-oriented design, programming skills, program testing, and exception handling.
2. Design, document, and access information stored within a relational database using Structured Query Language.
3. Assess the needs of a web related problem and develop an appropriate solution that meets the user's needs.
4. Exhibit a portfolio of computer programs, database projects, and interactive websites at the conclusion of certificate of completion.

Resources:

The program can be delivered with the use of existing resources. No new classes need to be offered. All courses within the program are presently offered by the ICS and DMED departments.

Action: 16 Approved, 0 Against, 0 Abstained

OTHERS

ED 286 Students With Exceptionalities I (3 credits) Modification No

From Proposal:

The Student Learning Outcomes have been revised to reflect updated course content. The course title change is due to articulation with Kapiolani Community College.

Prerequisites:

Completion of ED 285 or equivalent with a grade of "C" or better, or consent of instructor.

Action: 18 Approved, 0 Against, 0 Abstained

ED 287 Students With Exceptionalities II (3 credits) Modification No

From Proposal:

The Student Learning Outcomes have been revised to reflect updated course content.

Title Change is due to articulation with Kapiolani Community College.

Prerequisites:

ED 286 or equivalent with a grade of "C" or better, or consent of instructor.

Action: 18 Approved, 0 Against, 0 Abstained

FAMR 230 Human Development (3 credits) New

From Proposal:

FAMR 230 is designed to fulfill a requirement for students who plan to enter Kapiolani CC's Nursing program and Leeward CC's proposed Pre-Nursing program. Kapiolani CC's Nursing Program formerly accepted Leeward CC's PSY 240 in lieu of FAMR 230 for its Nursing students, however, after Fall 2009, they will only accept FAMR 230 as a prerequisite for both the ADN and Practical Nursing Programs. See attached letter from Kapiolani CC to Dean James Goodman. PSY 240 and FAMR 230 are effectively the same course and requires the same textbooks (See attached Textbook Requisitions for Leeward CC's PSY 240 course offered in Spring 2009), but only FAMR 230 will be accepted by the Nursing Programs after Fall 2009.

Prerequisites:

ENG 100 or equivalent

Action: 14 Approved, 0 Against, 1 Abstained

ASAN 204 Filipinos in the United States: The History and Culture of Filipinos in the U.S. (3 credits) Modification Yes

From Proposal:

Assessment questions were answered.

Prerequisites were changed to English 21 or equivalent.

Recommended preparation course ENG 22 was added.

Questions related to Distance Education were answered.

Course content has been modified to reflect improvements in the curriculum and scholarship development in the discipline.

Response was entered. Previously, the item was answered "N/A".

Response was modified to reflect updates made in the 2008-2015 LCC Strategic Plan.

Response was updated to reflect latest curricular development in UH-Manoa.

The list of readings was updated to reflect current scholarship.

Prerequisites (new):

English 21 or equivalent

Prerequisites (old):

None

Action: 16 Approved, 0 Against, 0 Abstained