

MINUTES

Committee on Programs and Curricula (CPC)

Meeting of September 18, 2009

Present: Marcia Roberts-Deutsch (Chair and University College Division Chair), Karadeen Kam-Kalani (University College Faculty and DCC Representative), Jess Aki (Tech II), Erica Balbag-Gerard (Student Services), Bert Shimabukuro (Division Chair, Tech I), Sam Rhoads (Division Chair, Tech II), Dolores Donovan (Division Chair, University College), Ralph Kam (Dean, University College), Ross Egloria (Assessment Committee Chair), Danny Aiu (Tech I DCC Representative), Stella Akamine (Tech II DCC Representative), Chris Hacskaylo (Academic Support Representative).

Guests: Pat Patterson, Jerry Saviano, Eric Paul Shaffer.

The meeting was called to order by Chair Marcia Roberts-Deutsch at 9:05 am in room 2/614.

1. Welcome and Introductions:

Marcia welcomed the Committee back for another year and asked that we go around the room and introduce ourselves to each other.

2. Recorders and meeting schedule:

The schedule for future meetings was announced and Marcia asked members of the Committee to volunteer to serve as recorders. The meetings are all scheduled to begin at 9:00 am in room 2/614. The meeting dates for the 2009-2010 Academic year are: September 19, October 16, November 20, December 18, January 22, February 19, March 19 and April 30. A final meeting in May might be needed.

2. Discussion Items:

a. CPC Charter

Marcia asked the members of the Committee to review the CPC Charter prior to the October meeting. Any questions or concerns should be e-mailed to Marcia before the October meeting.

b. Writing Intensive designation:

A question regarding the kinds of courses students can take to fulfill the Writing-Intensive requirement was discussed. Currently the catalog places a limit on English courses but not on others. Marcia distributed a memo to the CPC outlining some of the issues involved, and will do additional fact-finding. This question will need to be discussed at a future meeting, and a formal motion and vote may take place.

c. Looking forward. Anticipated curriculum issues and potential actions:

Tech I: There will likely be some actions regarding AERO, AVIT and MARR

Tech II: Nothing major anticipated.

University College: There will be some changes in ESL and Korean. Nothing major is anticipated in science and mathematics. There will be some changes in distance education offerings.

Academic Support: Chris Hacskaylo mentioned a modification that is anticipated. Marcia shared information from Erika Lacro indicating that progress is being made on "Automatic Admission to Manoa." Current policy requires students to complete an application to attend Manoa once they graduate from a Community College in the System. The proposal is to streamline that process. It could turn out that a graduate from a Community College with an AA degree will be automatically give an admission letter to Manoa. There was also discussion of "Reverse Transfer." In the case that a student leaves a Community College prior to finishing a degree but subsequently earns enough credits at Manoa to qualify for an AA degree, that degree will be granted.

d. Dormant courses:

It was suggested that a new form could be designed that would allow someone to put a course on the Dormant (or Inactive) list. A "reactivation" form should also be created. Pat Yahata will be asked to work on these forms.

e. Curriculum Proposals:

There were no proposals to consider at this meeting.

f. Update on Curriculum Central

No one had any new information regarding Curriculum Central.

The meeting was adjourned at 10:45. The next meeting will take place at

9:00 am on October 16, 2009 in 2/614

Respectfully submitted, Sam Rhoads, recorder