HONOLULU COMMUNITY COLLEGE
COMMITTEE ON PROGRAMS AND CURRICULA

MINUTES
SEPTEMBER 21, 2012

Members Present: Mike Barros, Mike Castell, Keala Chock, John DeLay, Sally Dunan, Ross Egloria, Kaleo Gagne, Carol Hasegawa, Jennifer Higa-King, Kara Kam-Kalani, Femar Lee, Doug Madden, Steve Mandraccia, Shanon Miho, Ron Pine, Jim Poole, Marcia Roberts-Deutsch, Sandy Sanpei, Bert Shimabukuro, Jeff Stearns, Pat Yahata

Guests: Douglas Raphael, Fumi Takasugi

I. New members were welcomed to the CPC for AY 2012-2013.

II. Review and Approval of May 10, 2012 Minutes

A. Minutes of the CPC meeting on May 10, 2012 were reviewed. Doug Madden and Ross Egloria requested that the minutes be amended to indicate that they were present at the May 10 meeting. The minutes were approved with the amended information.

III. Identification of New CPC Chair

A. Marcia R-D indicated that she would be resigning from her role as Chair of the CPC, given her duties and obligations as UC Dean. Kara Kam-Kalani was nominated as the new Chair. There were no other nominations put forward by the committee. Therefore, by consensus, Kara will take on the role as the new CPC Chair.

IV. Curriculum Actions

A. University College Actions

1. ASAN/POLS 250 (Title modification): This proposal was put forth to request that the title for this course be changed to more accurately reflect the course content. The request was to change the course title from “Asian Politics in the Twentieth Century” to “Asian Politics Since 1900.” Steve Mandraccia moved/Carol Hasegawa seconded. Action approved unanimously.

2. ESL 7/17 (Course Deletion): With recent changes to the ENG program curriculum, these courses are no longer being offered. This proposal was submitted to delete these courses. Jeff Stearns moved/Shanon Miho seconded. Action approved unanimously.

3. FR 101/102 (Deactivation): This proposal was submitted to deactivate these courses which are not currently offered on the campus, but may still be offered at a future time. Jeff Stearns moved/Femar Lee seconded. Action approved unanimously.
4. **PSY 250 (Reactivation):** This proposal was submitted to reactivate PSY 250, a course that was inadvertently deactivated some time ago. Jennifer Higa-King moved/Kaleo Gagne seconded. Action approved unanimously.

5. **THEA 201 (Activate):** This proposal was submitted to reactivate THEA 201. It was noted that the course does, in fact, have SLOs in place. Kaleo Gagne moved/Steve Mandraccia seconded. Action approved unanimously.

B. **Tech II Actions**

1. **CENT Program (various modifications):** Sally Dunan proposed modifications to the CENT program to facilitate a more seamless alignment of program requirements with the BAS requirements of UH West-Oahu. The following is a summary of modifications:

   a. **Course deletions:** CENT 113, 262, 263
   
   b. **Credit changes** (from 4 credits to 3) in order to increase lab hours and decrease lecture hours: CENT 110, 280, 285, 140, ICS 110/
   
   c. CENT 140 (no change in credit hours): change in distribution of lecture and lab hours from 3 hours lecture/3 hours lab to 2 hours lecture/ 5 hours lab.
   
   d. **Course title change:** CENT 231 from 'Data Communication' to 'Telecommunication.'
   
   e. **Change from elective to required:** CENT 240, 280, ICS 111
   
   f. **New courses:** CENT 132 ICT Support (4 credits) is a combination of CENT 130 & 131, CENT 275 Information Security Essentials.
   
   g. **Prerequisite changes** (from CENT 131 and CENT 140 to just CENT 140) for CENT 232, 290V, and 293V.
   
   h. **Program modifications:** (1) to include Gen Ed requirement Group B Social Sciences (2) to remove note in the catalog that reads: CENT 285 is required for the BAS (3) to change the number of electives from 2 to 4 to counterbalance the introduction of the new courses.

   Comments from the cover sheet were discussed briefly:

   a. The DCC cover sheet containing DCC member comments was requested. It was noted that members of the CPC like to also have access to DCC reviewers’ comments.
   
   b. CENT 231: Course outline is missing some items. Sally will double check and include the missing items.
c. There is a clerical error on the ICS 111 proposal. It inaccurately reads ‘CENT 240.’
d. CENT 253 has the prerequisite of CENT 130. This will need to be adjusted. Sally commented that CENT 253 is no longer being taught, but that she would take care of the situation.
e. CENT 275: Class length should be 16 weeks, instead of 15.
f. CENT 132: Some clerical errors. Sally will double-check.

Mike Castell moved/Kaleo Gagne seconded. Action approved unanimously.

C. Tech I Actions

1. ABRP Program Modifications: This proposal was submitted to add ENG 22 as an accepted course requirement for the ABRP program. A suggestion was made to include ESL 23 and to use the verbiage: ENG 22/60 or ESL 23 or ENG 100. Bert Shimabukuro noted the changes in red. Bert Shimabukuro moved/Jeff Stearns seconded. Action approved unanimously.

2. AEC 80 (Course deletion and program modification to remove AEC 80). It was noted by Pat Yahata that the deletion of AEC 80 would affect the CMGT program prerequisite, a couple of AEC course prerequisites (i.e., AEC 110 and AEC 114) and one AEC course description (i.e., AEC 81). Doug Madden took the proposal back to address the affected program and courses.

V. Information and Policy Items

A. Curriculum Central Update

1. Russell Uyeno was not present at the meeting, and thus, was unable to provide a status update on Curriculum Central.

2. Steve Mandraccia, Foundations Board Chair, commented that KCC and LCC currently use Curriculum Central. Some issues currently exist, however. Steve reported that he had recently attended a UH System Foundations Board meeting and learned that eventually, all campuses will need to move to this system. The exact date or time is yet uncertain.

3. Marcia R-D informed the committee that Pat Yahata will work on updating the curriculum action forms to reflect the new CTE General Education categories.

B. General Education for CTE

1. Marcia reminded the committee that the information in the college catalog regarding General Education for CTE is a “work in progress.” Sandy Sanpei was recognized as the CTE Gen Ed Board Chair. It was also noted that some courses, for which applications were submitted, were certified during the summer. Marcia also addressed confusion about a single course existing in
multiple categories. It was affirmed that courses can appear in multiple general education categories, but can only be counted in one category. The distinction was also clarified between a one-year certification and a five-year certification. Courses that are approved by the CTE Gen Ed Board are given a five-year certification. However, applications that did not quite meet the expectations of the committee were given a one-year certification so that sufficient time could be allowed for changes to be made and a new application submitted. Finally, it was noted that these changes can be submitted directly to the CTE Gen Ed subcommittee and do not have to first go through the DCC.

2. Ron Pine noted that Derek Oshiro (RAC) is very concerned that Hum 50 was not grandfathered into the Humanities and Fine Arts section when he and Judy Sokei who teaches the course were assured last year that it would be. Ron noted that Derek has been very proactive on gen ed for his program, requiring both math and a critical thinking and logic course. The RAC program has also consistently produced year after year a cohort of students, all who get good paying jobs. Derek has probably been responsible for helping more students get jobs than anyone else in the room. Ron also explained the history of why we have Phil 50 and Hum 50. Originally some CTE programs wanted their students to have a critical thinking and logic course instead of math. So for the old category of Quantitative Reasoning or Math, Phil 50 was placed as an option. But Derek and other CTE faculty later requested a targeted problem solving, critical thinking, and logic course but already had a math requirement. They noted that such a course would better fit their program needs if it was placed in the functioning effectively in society section of the old categories. Hence, the CPC, chaired by Sam Rhoads, approved Hum 50 for that category, with the intent that there would be no double dipping – a student could only get credit for one category or the other and that would depend on the program.

Ron was told that he should reapply for Hum 50 at this time for the new category of Humanities and Fine Arts. He said he has looked at the hallmarks and the questions and said that he did not think the course now meets those hallmarks. In fact, it only met one.

3. Shanon Miho informed the committee that the Counseling Office is currently drafting a memo to “hold students harmless” for the curricular changes that are occurring during this year. PHIL/HUM 50, for example, can still be counted towards a RAC student’s degree. There was general agreement that students should be “held harmless” and that credit would be given for courses listed under the old category system, but not under the new categories.

4. Ron Pine commented that the ‘Quantitative or Logical Reasoning’ category should just be ‘Math’ because students have to place into MATH 100 to take PHIL 110. It was clarified that if students place into MATH 100, they have the option of taking PHIL 110, thus justifying the category title. But Ron noted that students do not have to place in Math 100 to take 24, 25, and 50. Hence students will most likely not take Phil 110. Plus the category in the
catalog says Quantitative or Logical Reasoning, but the hallmarks say Quantitative and Logical Reasoning.

5. Steve Mandraccia informed the committee that he attended a system meeting involving John Morton’s office and learned that soon, all programs will be required to have 100-level English and math. Mike Barros commented that some CTE programs have developed MATH 112, a math course tailored to the needs of CTE programs, to meet that requirement. Steve also reported that there was discussion at the UH System Foundations meeting of the growing concern that students can graduate with a four-year degree without having taken a math course. Ron asked what will happen to all the gen ed focus on logical reasoning if Phil 110 is no longer part of the or-directive in the category? Steve reminded Ron that they both advocated at a UH system meeting on this issue last year that there should be a requirement for both, FM (foundations in math) and LR (logical reasoning). Some campus nation-wide do require both.

6. Shanon Miho raised concerns about why Math 24 is listed in the QLR (Quantitative and Logical Reasoning) Gen Ed category for CTE when the new proficiency requirement is placement in Math 100. Passing Math 24 would not give students proficiency.

7. Ron Pine inquired about the status of PHIL 111. Shanon Miho reported that the minutes from a prior meeting indicated that the proposal was tabled until the designations could be worked out and certified before being acted upon by the CPC. Jennifer Higa-King, Gen Ed Board Chair, encouraged Ron to apply for Foundations or Diversification certification as soon as possible if he would like to move forward with this course. Ron noted that the course was created for CTE, similar to the request for Hum 50, and now the course does not seem to fit into any of the categories and cannot fulfill all the hallmarks of Humanities and Fine Arts as currently written.

C. Accreditation Issues

1. Marcia informed the committee that on October 19, the accreditation visiting team will make their recommendations to the campus. She anticipates that there will be curricular matters related to accreditation, and that members of the committee may be asked to meet with the team.

2. On Tuesday, October 16, there will be a “Meet and Greet” session in which members of the visiting team can meet with standard committee co-chairs. There will be stations in the room for each of the standard committees.

D. Other Items

1. There will be no meeting of the CPC in December due to the winter break. The committee was encouraged to PLAN AHEAD if wanting to submit curriculum actions.
2. Kaleo Gagne, ASUH-HCC President, informed the committee that there will be a "masquerade mixer" in the cafeteria for faculty, staff and students on Friday, October 19, from 2:00-6:00pm. Kaleo invited and encouraged all members of the CPC to attend.

Minutes submitted by Kara Kam-Kalani, recorder

*Sections in blue were written by Ron Pine.*