HONOLULU COMMUNITY COLLEGE
COMMITTEE ON PROGRAMS AND CURRICULA
MINUTES
November 19, 2010

Members present: Michael Cress, Ross Egloria, Jennifer Higa-King, Karadeen Kam-Kalani, Ralph Kam, Scot Parry, Sam Rhoads, Marcia Roberts-Deutsch, Eric Shaffer, Bert Shimabukuro, Wayne Sunahara (for Femar Lee), Cynthia Smith, Kerry Tanimoto, Cyndi Uyehara, Pat Yahata

Absent/Excused: Erica Balbag-Gerard, Mike Barros, Dean Crowell, Erika Lacro, Scot Rhode, Steven Shigemoto, Russell Uyeno

Guests: Sally Dunan, Carol Hiraoka, Derek Otsuji

I. Approval of Minutes From October 15, 2010 Minutes:
   Minutes from the October 15, 2010 meeting were approved subject to some minor typographical corrections.

II. Curriculum Actions (in approximate order taken):

   CENT (Program Modification)
   Confusion over redundant applications was resolved. Sally Dunan (CENT): Current program requirement of PHYS 100/100L is not suitable. Proposal changes requirement to a new course [PHYS 105 (Principles of Technology)] being developed by Paul Sherard (Physics) that will be more suitable for CENT. New course proposal for PHYS 105 had been submitted to the gen ed board. Motion to approve the modification, pending approval of PHYS 105: Passed unanimously.

   CENT 110, 130; ICS 110 (Modifications)
   Accounting change to enforce program prerequisites that are not enforced by Banner. Program prerequisites will now be enforced using intro course prerequisites. Sam suggested that for spring a class comment should be included that lists program and course prerequisites so students will understand if they are denied registration. Motion to approve with “stop-gap” measure: Passed unanimously.

   LSK 30A (New Course)
   Background provided by Derek. New course will be worth 1 credit so students will be full time when registered along with developmental math and English. Instructor will work with math faculty to avoid any overlap in the study skills being taught in math. It was also pointed out that remedial courses are not covered by veteran benefits. Motion to approve new course: Passed unanimously.
MATH 206 (Modification)
Carol Hiraoka (Math) provided background on the modification to remove MATH 206L as a co-requisite for MATH 206. Motion to approve modification: Passed with one opposed.

FIRE (Program Modification); FIRE 104, 111, 280A, 280B (Modifications)
Background provided by Bert. Encourages students to complete the program and to use protective equipment. Motion to approve all actions as a package: Passed unanimously.

AJ 197 (New Course)
It was noted that an experimental course can be taught for 2 semesters before a numbering change is required. AJ 197 is already in schedule for spring (date corrected). If successful, course could be made permanent. A discussion of experimental course number use and recycling followed. Subject will be discussed further in a later meeting.

AJ 104, 170, 173, 175, 284 (Deactivations)
Sam gave background. The question of the difference between “deactivation” and “dormant” was raised. With regard to SLOs: Old courses without SLOs must go through curriculum committees. If SLOs are included, changes must also go back through committees. Counselors should also be made aware of changes. Motion to deactivate all courses: Passed unanimously.

AJ 180, 200, 220, 221, 224 (Modifications)
Sam gave background. Burt Chang basically wanted to clean up the course descriptions. Typos were noted. Kara requested clarification on communication slo. Marcia: Mapping program and course SLOs should be done. Discussion of SLOs ensued. Motion to approve the modifications: Passed unanimously.

AJ 101, 103, 138, 150, 180, 200, 221, 224, 235 (Modifications)
Motion to approve modifications to SLOs: Passed unanimously.

CA 130, 197, 198 (Deletions)
Sam: 197, 198 must be deleted so these experimental numbers will be available for future use; does not happen automatically. CA 130 was already deleted, but no record could be found. Motion to delete all: Passed unanimously.

COSM (Program Modification); COSM 20L, 97D, 97E, 98A, 98B, 98L (Deletions); COSM 20, 21L, 80V; FAMR 100, 100A, 141 (Modifications)
Background provided by Sam. Eric acknowledged Sam’s assistance with these modifications. Motion to approve all as a package: Passed unanimously.

ED 296C, 296P (Modifications)
Sam provided background. Proposals are to clarify language. Motion to approve modifications as a package: Passed unanimously.
FT 16, 17, 60, 61, 62, 63, 101, 120, 127, 128, 129, 130, 135, 140, 145, 150, 220, 221, 235; ICS 113 (Deactivations)
Motion to approve deactivations as a package: Passed unanimously.

ICS 125, 130, 184, 197A, 202, 227, 270, 297 (Deletions)
Sam provided background. All proposals are housekeeping actions. Motion to approve deletions: Passed unanimously.

IS 103, 104, 105; SD 20B, 20C, 20D, 85, 95 (Modifications)
Ralph provided motivation behind these modifications. Proposals will go back to UC-DCC for review, and in the future, IS and SD proposals will go through UC DCC.

ART 107D (New Course)
It was noted that the dean should sign first in the process. Clarification provided by Marcia. No overlap with CA class; one is 3 credit and one is 4, but same instructor. Motion to approve the new course: Passed unanimously.

ART 112 (Modification-Reactivation)
Marcia: course not taught in a long time and required changes in SLOs, so not simply a reactivation. Motion to approve: Passed unanimously.

SP 50 (Modification)
Housekeeping proposal. Motion to approve modification: Passed unanimously.

Note: Ralph requested that the policy related to courses in “deep freeze” be addressed by the CPC in spring. In particular, how to make information on such courses available to students without confusing them.

ELI 1, 2, 3, 4 (Deletions)
Eric: haven’t been offered in a long time. Motion to approve deletions: Passed unanimously.

ENG 22 (Modification)
Ralph: Problem with “and/or”. Proposal tabled.

ENG 51, 60, 102 (Modifications)
Motion to modify based on new English series: Passed unanimously.

ENG 257E (New Course)
Sam: 2 lists of SLOs are different. Outline SLOs will be used. Motion to approve new course: Passed unanimously.

CHNS 101, 102; FIL 101, 102; FR 101, 102; SPAN 101, 102 (Modifications)
All proposals were to make changes reflecting the new English series as prereqs. All 102s were deleted from the proposals since prereq is 101 not English. Motion to approve modifications to 101s: Passed unanimously.
BOT 105; CHEM 105; MET 101; PHYS 53 (Modifications)
Motion to modify based on new English series: Passed unanimously. **Note:** The Committee would like to acknowledge the work Jerry Saviano invested in all the proposals required to make changes reflecting the new English series.

### III. Other actions and issues

**Certificate of Achievement; AS/ATS/AAS; AA (Modifications):** Sent back to DCCs and will be discussed in December.

**CTE Gen Ed initiative:** Marcia requested the attendance of Jerry Saviano before proceeding. Urgency noted with upcoming self-study.

**Honors program:** It was noted that both LCC and KCC have an honors programs, and it was recommended that HCC should follow suit.

**Curriculum Central:** Erika and Russell. Funds are available for input of info into curriculum central by student help.

**Experimental courses:** Issues should be discussed in the spring.

**Announcement:** Kara –11/24, noon, is the deadline for submission of curriculum actions that will be discussed at the December UC DCC meeting.

**Next meeting:** 12/17/10

Submitted by
Kerry Tanimoto, Recorder