Honolulu Community College  
Diversification Board  
Annual Report for the 2014-2015 Academic Year  
Submitted April 17, 2015

Membership
Ann Abeshima, Evelyn Greene, Jennifer Higa-King (chair), Doug Madden, Mieko Matsumoto, Brent Rubio.

The Chair commends board members for their conscientiousness, diligence, and time dedicated to the operations of the board, and especially the certification process. Thank you Ann, Evelyn, Doug, Brent, and Mieko!

Certification of New Courses and Renewals
The sub-board certified the following new courses:
ENG 270 (DL)  ENG268/JOUR268 (DL)

The sub-board renewed the following existing courses:
ART 111 (DA)  HIST 297B (DH)  SOC 257 (DS)
HIST 246 (DH)  HWST 285 (DH)  SP 290 (DA)
HIST 250 (DH)  POLS 250/ASAN 250 (DS)
HIST 288 (DH)  PSY 212 (DH)

The following courses (28, total) are due for recertification, by January 2016, Monday of duty period.
CHEM 272  ENG 257H  ENG 272 / EALL 272
CHEM 272L  ENG 257P  PHYS 105
ENG 251  ART 107D  EALL 271 / ENG 271
ENG 252  ART 112  ENG 257M
ENG 253  ENG 255  ENG 271 / EALL 271
ENG 254  EALL 272 / ENG 272  BIOL 123
ENG 257X  ENG 250  PSY 225
PSY 220  ENG 256  PSY 270
PSY 230  ENG 257E
HAW 261  ENG 257F

The board has contacted individual faculty (April 9, 2015) to give them advance notice of the upcoming renewal deadline for their course(s).
Assessment of Board
For each application, the Chair circulated electronic copies of applications and supporting documents. Members reviewed the material and discussion took place electronically, using an evaluation and comment sheet posted as a Google document. The Chair forwarded questions and comments from members to the applicant. Responses and modifications by the applicant were communicated back to board members. Decisions were based on consensus as described in the General Education Board Charter.

Overall:
- The Board received 15 applications, of which 12 received certification. A renewal application for PHIL 204 was withdrawn and will be resubmitted at a later date. The DH designation for the course removed. The committee received DA applications for two new courses, MUS 114 and MUS 121B. However, the applications were withdrawn and the applicant decided to forward the application to the UC-DCC and will apply for a designation at a later date.

- The average time between receiving an application and when the Board made its decision was approximately 17 days.

Updates
- The Board has posted, on the HonCC intranet, an updated list of courses current in their certification. The list was forwarded to the VCAA for final approval and processing.

- Applications for certification and renewal will follow the Curriculum/Catalog Deadlines used by the GEB and CPC. The last day for submitting applications will be in January, in advance of the DCC and CPC meetings that month. Specific deadlines will be set by the CPC and GEB at the beginning of the Fall 2015 semester.

- The revised GEB charter (approved by CPC and ratified by the FSEC) now shows that the number of CTE faculty members on the Diversification sub-board will now be two.

- The board agreed that Mieko Matsumoto will serve as Chair for the Diversification Board beginning Fall 2015. Congratulations Mieko!