UNIVERSITY OF HAWAI‘I
COMMUNITY COLLEGES POLICY

UHCCP #____ Pre Requisites for Classes identified as Writing Intensive (WI)

I. Purpose

The University of Hawaii and the UH Community Colleges General and Pre-Professional programs require minimum numbers of courses towards graduation to be Writing Intensive (WI). Within the University of Hawaii system, WI intensive classes are recognized for the significant importance and weight that writing plays in the learning of the course material. Proposals for Writing Intensive designation undergo review/approval by the university-wide Standing Committee on Written Communications and must meet the Hallmarks of Writing-Intensive Courses. The purpose of the policy is to support the requirements for Writing Intensive classes as part of the curriculum and to codify a long-standing UHCC practice.

II. Related University Policies and Regulations


III. Responsibilities

The Chancellor or designee will ensure that all classes offered by college identified as Writing Intensive (WI) will include a pre-requisite of completion of English 100 or equivalent with a grade of C or higher.

IV. Procedures

A. The Chancellor or designee will determine which college-offered courses are equivalent to English 100 to meet pre-requisite requirements.

B. The Chancellor or designee will ensure that college staff who update and maintain the written college catalog and the on-line catalog and course setup files will include “completion of English 100 or equivalent with a C or higher” among the pre-requisites for all classes identified as Writing Intensive (WI).
V. Assessment of the Process

A. At least every five years, the UHCC Associate Vice President Academic Affairs will convene UHCC Chief Academic Officers to review and evaluate the policy and the process as they contribute to student success, movement through the system, and transparency.