HONOLULU COMMUNITY COLLEGE
UNIVERSITY COLLEGE – DIVISION CURRICULUM COMMITTEE

MINUTES
DECEMBER 7, 2012

Members Present: John Delay (Chair), Sterling Foster, Femar Lee, Alapaki Luke, Conred Maddox, Kaiulani Murphy, Scot Parry, Marcia Roberts-Deutsch, Doug Raphael, Paul Sherard, Jeff Stearns

Guest: Fumi Takasugi

I. Call to order

A. Welcome of new members: Ka‘iulani Murphy, Conred Maddox, and Doug Raphael

II. Review of prior minutes

A. Alapaki noted that he was present at the prior meeting, but that his attendance was not reflected in the minutes. Kara will add Alapaki to the October meeting minutes.

III. Curriculum Actions

A. The Chair noted that catalog pages must be attached to curriculum forms where changes to the catalog need to be made, and changes need to be noted in red ink. The Chair also noted that late curriculum actions will not be considered for review from this point forward. The deadline for submitting curriculum actions will be the Friday prior to the DCC meeting. The next meeting of the UC-DCC is Jan. 11, 1:00pm. Therefore, Jan 4 is the deadline for any new submissions.

Action Required: John will send out an email to remind all UC faculty to submit proposals prior to the submission deadline.

B. New degree: ASNS will be discussed at the next meeting of the UC-DCC.

C. Proposals with no comments: FIL 201, 202, FR 101, 102, JPN 101, 102, 201, 202, SPAN 101, 102, 201, 202 (all course description changes). John moved to approve, Stearns seconded. Motion passed unanimously.

D. ASC Asian Studies Program Modification
   1. Purpose of proposal: To provide test out option for language proficiency, and to add SOC 257 as an option for certificate completion.
   2. Concern was expressed over how testing for language proficiency would be done. Fumi Takasugi informed the committee that the UH Manoa language proficiency test would be used.
3. A question was raised about the cost of the test. Fumi was not quite sure, but agreed to follow up and check.
4. A question was raised as to what certification UH Manoa would provide to show that a student has met the language proficiency. Fumi agreed to follow up and investigate.
5. A question was raised about the issue of the number of credits needing to be taken by native speakers of a foreign language versus non-native speakers. If a student tests at a certain proficiency level, does the student receive credit for the first 2 years, or does the student need fewer credits to receive the certificate? It was suggested that someone who already is fluent in Japanese can just take another Asian language. Alternatively, other course options recognized in the certificate could be taken to fulfill the 8 credit deficit. The committee reached agreement that an equal number of credits should be taken by those who test out of a second language and those who must take a foreign language to receive language credit.
6. Jeff Stearns inquired as to whether the ASC is geared primarily toward the study of Japan because SOC 257 is titled “The Sociology of Japan.” Fumi responded that SOC 257 is an elective, and not a required course as Jeff previously thought. Jeff rescinded his objection.
7. A minor spelling error (i.e., ‘Language’) was corrected and initialed in red.
8. Action Required: Fumi took the proposal back to investigate the issues further. Scot agreed to work with Fumi to investigate the process of testing out of a language requirement. They were made aware of the Jan. 4 deadline for submitting a revised curriculum action.

E. MUS 121Z (New course proposal)
   1. Marcia informed the committee that she is preparing the application for certification of this course as a DA and that she will submit it to the General Education committee for certification in Jan. She also informed the committee that 121 is designation for course in instrument instruction and Z is the designation for the type of instrument being taught. Finally, she informed the committee that a 122Z course would be proposed in January as well.
   2. This proposal is just for the course approval w/o the DA.

F. HWST 284 (New course proposal)
   1. It was suggested that the prerequisite, placement in ENG 22/60 or ESL 23, be added to the curriculum action. The change was made.
   2. It was also suggested that, in the future, a program modification action form be completed to add this course to the list of program courses for the certificate in Hawaiian Studies.
   3. Motion approved unanimously.

G. CHEM 100L (Title change)
   1. A number of spelling errors were corrected in red ink.
   2. Femar moved to approve/Delay seconded. Motion approved unanimously.

H. Course deletions taken as a unit
1. BIOL 22: Femar confirmed with Jess Aki that COSME students do not need this course. Femar submitted the catalog pages with the changes indicated in red. It was noted that since this course is not a transfer level course, it is not included in the A.A. Thus, courses for the A.A. are not affected.

2. ESL 1/5: minor clerical corrections made

3. ESL 11: This course will no longer be needed as a co-requisite with 13, 14. It was noted that forms also need to be filled out for ESL 13 and 14 to change the co-requisite statement.

4. Conred moved to approve the above deletions/Alapaki seconded. Motion passed unanimously.

I. Course Deactivations taken as a unit
   1. MATH 107 (Deactivation) Affects AEC Program, so Femar consulted Doug Madden, who confirmed that it was not needed.
   2. OCN 230 (Proposal was taken off the table because the course was found not listed in the catalog.)
   3. OCN 190, PHYS 130/131, SCI 121

J. All Course Decouplings
   1. CHN 101-102, FIL 101-102, 201-202, FR 101-102, JPN 101-102, HIST 241-242, JPN 201-202, PHYS 151-152, 151L-152L, SPAN 101-102, 201-202

K. ENG 21
   1. Correction for housekeeping purposes only. Corequisite was written incorrectly on curriculum form, but is accurate in the catalog: “C” or higher in ENG 18 or placement in ENG 21.
   2. Motion approved unanimously.

IV. Meeting Adjourned at 10:30 a.m.