The meeting was called to order at 12:17 p.m.

I. Approval of Minutes (2/06/12—approved; 5/02/11—approved.)

II. Committee Reports
   A. Curriculum Committee (S. Dik)
      Modifications: Five year review of courses, deletions, additions
      a. 5-Year Course Updates
         AMST 201                  HWST 270
         ART 225                   ICS 111
         ART 253                   ICS 141
         ART 260                   ICS 211
         ART 269                   ICS 212
         BIOL 171                  ICS 241
         CHEM 100                  MUS 106
         HAW 133                   PACS 108
         HAW 261                   PHYL 160
         HAW 262                   PHYS 274
         HOST 100                  RESP 100
         HWST 107
         HWST 216
         HWST 255

   b. Inactive
      THEA 240

   c. PAR and ARM for an AA in Hawaiian Studies
      All of the above course updates, deletions, additions, ARMs, and PARs were approved unanimously. In addition, a request from VCAC for minor modifications to curriculum proposals was approved.
B. Evaluations Committee (Leigh Dooley)
Most recent draft of Proposed Evaluation of Administrators and Decision-Making Bodies was presented. Committee requests an April vote by Faculty Senate to support the proposal. Current administrative review process appears inadequate, and proposal would meet concerns of accrediting bodies. It was suggested that Board of Regents language on evaluations be consulted by committee.

C. Assessment (Coordinators: Sally Pestana, Tanya Renner)
Eventually all courses must be assessed on a regular basis. Data for accrediting body should be placed online for ease of access. For the current self-study and upcoming accreditation review, it is critical to document a plan for future assessment of every course. An easy to complete template for faculty will facilitate this effort. Handouts included a sample Course Learning Report Form. Senator Dik requested that Faculty Senate be given a list of all courses that includes an update on progress toward assessment.

III. Action Items
Common Course Numbering: Draft from ACCFSC February 2012 meeting presented. Proposed process is “to ensure smooth transfer of courses across the UH campuses in the best interest of the students.” Resolution in support of proposed process was approved unanimously.

Meeting adjourned at 1: 47 p.m.

Minutes submitted by Mark Lawhorn, Secretary