

LEEWARD COMMUNITY COLLEGE

2002 – 2003 Faculty Senate

APPROVED Minutes of the April 2, 2003 Meeting

James Goodman, Chair
Warren Imada, Vice Chair
Jack Pond, Secretary

SENATORS PRESENT: N. Buchanan, Z. Estrada, R. Flegal, C. Ganne, J. Goodman, K. Hill, C. Hochstein, W. Imada, K. Khan, P. Kennedy, G. Levy, C. Martin, S. Palombo, R. Pfeiffer, J. Pond, C. Yokotake.

SENATORS EXCUSED: L. Currivan, M. Dobson, J. Kappenberg, P. Lococo, M. Nakano.

GUESTS: Susan Hamilton, Barbara Hotta, Bernadette Howard, Don Thomson, Doug Dykstra, Beth Kupper-Herr.

CALL TO ORDER: The meeting was called to order at 3:35 p.m. with a quorum.

APPROVAL OF THE MINUTES: The minutes of the March 5, 2003 meeting were read and approved with one minor correction regarding Dr. Englert's visit and the inclusion of the approved combinations of courses for the Accounting.

SPECIAL REPORTS:

Interim Dean of Instruction Doug Dykstra and Assistant Dean Bernadette Howard addressed the Senate on the issue of Curriculum Review. In order for the College to be in compliance with the 1994, 2000 and 2002 Commission recommendations and the ACCJC requirements, it is imperative that (1) all core outlines on Curriculum Central be completely filled out, and (2) the core outlines (of record) and the actual course syllabi (as distributed in classes) match. Therefore, as a first step in this alignment process, the deans have proposed allowing discipline coordinators to have access to limited fields in the core outlines on Curriculum Central (some of the data therein was lost in a previous data transfer) in order to input data without approval by the Curriculum Committee and the Senate. The two fields are 12) General Course Objectives (Outcomes), and 13) Course Content. This amnesty period, during which the coordinators would be allowed to enter this data, would be limited to April 28 through May 9.

Motion 03-11 (Pond/Levy): To endorse the proposal to allow an amnesty period (April 28 to May 9) during which discipline coordinators may access Curriculum Central to input data into two fields—12) Course Objectives, and 13) Course Content— for all core outlines.

PASSED – Y=13; N=0; Ab=2

CHAIR'S REPORT:

The Chair distributed copies of the Fast-Track Articulation Recommendations. These are recommendations to the University Council on Articulation on the fast-track articulation of courses in meeting the UHM Foundations requirement. Of the 92 courses recommended, 75 were recommended, 5 are pending, 5 were not recommended and 7 were tabled. The list lists the course and the college.

The Chair also distributed a list of courses accepted for UHM Focus Requirements in Hawaiian, Asian and Pacific; Ethical Issues and Oral Communication areas.

COMMITTEE REPORTS:

The Committee first offered two points of clarification of the Fast-Tracking Process at Leeward. First, suggestions offered in the DOI's memo of December 17, 2002 (previously distributed to the Senate) can be used to complete items 8, 10, 30 and 31 in the course modification proposal form. Second, proposals will move through the established review process established for course modifications. In addition, a number of course proposals were brought to the Senate for consideration.

The Social Science Division has proposed to change the ENG 21 or ENG 22 prerequisite to a recommended preparation for the following courses: ANTH 150, 200, 210, 215; ECON 120, 130, 131; ED 100; GEOG 101, 101L, 102, 122, 151; HSERV 100, 102, 150, 160, 262, 268; IS 221; POLYS 110, 120, 130, 180; PSY 100, 170, 180; SOC 100, 218, 250, 251; and WS 151. This proposal generated some discussion in Senate. Many were concerned that students might be set up for failure by taking a course without requisite reading and writing skills. Others mentioned the fear that this would lead to instructors "dumbing down" courses or having to spend time explaining the textbook to students. A recent study done, however, indicates there has been little difference in course completion and retention rates, and student GPA since prerequisites were temporarily suspended. Further studies indicated that LCC graduates who have transferred to UHM continue to perform better than UHM native students.

Motion 03-12: To approve Social Science Division's proposal to change the ENG 21 or 22 prerequisite to a recommended preparation for certain courses.

PASSED – Y=13; N=0; Ab=1

The Business Technology Division has proposed to change the MATH 1 and ENG 21 or ENG 22 prerequisite to a recommended preparation for the following courses: ACC 124, 134, 141, 142, and 143. Additionally, for BUS 101, the ENG 1B or 2B prerequisite would be eliminated, and for ACC 132, the ENG 21 or 22 prerequisite would be changed to recommended preparation.

Motion 03-13: To approve Business Technology's proposal to change prerequisites for certain courses to recommended preparations or to eliminate them.

PASSED – Y=13; N=0; Ab=1

The Committee recommended the passage of **ENG 225 Technical Writing (3)** as a new course. The prerequisite is ENG 100. It is also being recommended as a WI course and will undergo the usual WI course approval process required for that designation.

Motion 03-14: To approval ENG 225 – Technical Writing as a new course.

PASSED – Unanimously

The Committee also recommended a program modification to the ICS Program. This proposal would replace ENG 209 with ENG 225.

Motion 03-15: To approve the ICS Program modification to replace the ENG 209 requirement with ENG 225.

PASSED – Unanimously

The Committee further recommended several courses for deletion. ACC 197B (1), which has been replaced with ACC 100B; ACC 197C (1), which has been replaced ACC 100C; ACC 197D (1) which has been replaced by ACC 100D.

Motion 03-16: To approve the deletion of ACC 197B, 197C, and 197D.

PASSED – Unanimously

Finally, the Committee recommended the Associate in Science Degree in Digital Media (60 cr). The curriculum is intended to provide students with art and design training needed to explore and express ideas using leading-edge technology and skill sets. The degree will consist of 24 credits of required ART and DMED courses, 12 credits of specialty courses (in either Internet Publishing, Digital Video, or Motion Graphics), 12 credits of general skills courses in English, math, and business or accounting, 9 credits of general education courses in art, natural science and social science, and 3 credits of elective coursework in art, drama, or business. Tables 1, 2, 3, 4, and 5 below outline the program requirements and options. Table 6 lists the Digital Media prerequisites or recommended preparations.

Table 1 - TechOP Courses Requirements

24 Credits		Credits
Resources		
ART 113D	Introduction to Digital Drawing	3
ART 112	Digital Art	3
ART 107D	Digital Photography	3
Information		
DMED 120	NetPrep Web Development	3
DMED 113	Introduction to Layout Design	3
Technology		
DMED 200	Electronic Portfolio	3
Systems		
DMED 130	Digital Storyboarding	3
Interpersonal		
DMED 293	Practicum in Digital Media	3
		Total credits
		24

Table 2 - TechOP Program Competencies courses

12 credits		
Specialization: Internet Publishing		
DMED 121	NetPrep Web Site Design	3
DMED 122	NetPrep Web Animation	3
ICS 184	NetPrep Network Fundamentals	3
DMED 221	NetPrep Dynamic Web Publishing	3
		Total credits
		12
Specialization: Digital Video		
DMED 131	Introduction to Digital Video	3
DMED 132	Non-Linear Video Editing	3
DMED 140	Introduction to Motion Graphics	3
ART 220	Virtual Reality	3
		Total credits
		12
Specialization: Motion Graphics		
DMED 140	Introduction to Motion Graphics	3
DMED 241	Introduction to 3-D Animation	3
DMED 240	Motion Graphics	3
DMED 243	3-D Modeling & Animation	3
		Total credits
		12

Table 3 - General Skills courses

12 credits		
Communication		
ENG 209 Or ENG 225	Business Writing Technical Writing	3
SP 151	Personal and Public Speech	3
Thinking/Reasoning Mathematics		
MATH 100 or higher or Phil 110	Survey of Mathematics Introduction to Logic	3
BUS 125B, 125C, and 125D or ACC 124	Starting a Business College Accounting	3

Table 4 – General Ed courses

9 credits		
Cultural Environment		
ART 101	Introduction to the Visual Arts	3
Natural Environment		
ICS 100 or ICS 111	Computing Literacy & Applications Introduction to Computer Science	3
Social Environment		
ECON 130 or ECON 131	Principles of Microeconomics Principles of Macroeconomics	3

Table 5 – Elective courses

3 credits from the list below		
DRAMA 230	The Art of Storytelling	3
ART 113	Basic Drawing	
ART 202	Digital Imaging	
ART 220	Virtual Reality	
ART 115	Intro to Design-2D	
BUS 101	Business Computer System	

Digital Media Prerequisite and Recommended Preparation

Table 6 – Prerequisites and Recommended Preparation

	Prerequisite	Recommended Preparation
ART 112	ENG-21, ENG-22, and MATH-24	None
ART 113D	None	None
ART 107D	None	Art112
ART 101	ENG 21 or ENG 22 or equivalent	None
DMED 113	ART 112	ART 113D
DMED 120	ENG 21 or ENG 22 or equivalent	None
DMED 121	None	DMED 120
DMED 122	None	DMED 121
DMED 221	Eng 21 or Eng 22, Math 24 or equivalent and DMED 120	DMED 121
DMED 130	None	Art 113D
DMED 131	None	ART 112 and DMED 130.
DMED 132	None	DMED 130
DMED 140	None	ART 113D
DMED 141	ART 113D	DMED 130
DMED 240	DMED 140	ART 113D, DMED 130, and Drama 230
DMED 241	None	DMED 140 and can be taken concurrently.
DMED 243	DMED 140	DMED 241
DMED 200	For the Digital Media Major students: DMED121, DMED131, DMED113 For the Art Major students: ART113D, ART112, ART 115 and ART 202	
ICS 100	ENG-21, ENG-22, and MATH-24	None
ICS 184	ISC 100 and MATH 27 or equivalent	None
ART 220	ART 107D	ART 202
ECON 130	ENG 21 or ENG 22 or equivalent	None
ECON 131	ENG 21 or ENG 22 or equivalent	None
ENG 209	ENG 100	None
ENG 225	ENG 100	Ability to work in a PC
MATH 100	MATH 25	None
PHIL 110	None	None
BUS 125B, C, D	None	ENG 21 or 22
ACC 124	MATH 1B; and ENG 21 or 22	BUS 155
SP 151	None	Eng 22 with grade of C or better

Motion 03-17: To accept the proposed A. S. degree in Digital Media.

PASSED – Unanimously

NEW BUSINESS:

- ✓ The Senate will be asked to fill the Program Review Committee. It will be organized in a similar fashion to the Curriculum with membership from each division. A memo on this matter will be forthcoming.
- ✓ At its February 23, 2000 meeting the Senate passed a proposal to increase the writing intensive requirement for the AA degree from one to two courses. The Senate reaffirmed its action at its meeting on March 23, 2000. In fall 2002, the Provost requested data from the computer center to study the impact that such a degree requirement would have on course scheduling. The data revealed that the College can accommodate the new writing intensive requirement for A.A. students without substantially increasing the number of writing intensive sections that it offers. In addition, the Provost believes that adding to the writing intensive requirement “sends a message to students that reinforcement of writing skills is a significant outcome of a general education that this College supports.” (Memo from D. Dykstra to James Goodman dated February 28, 2002.) The question remains when implementation would occur. The Senate has two choices. One would be to implement the change effective Fall 2003. The other would be to wait until the A.A. degree undergoes a revision set to begin next year. It was felt that the delay would postpone implementation by as much as 2 years or more.

Motion 03-18 (Flegal/Levy): To ask the Senate Secretary to request the Provost implement the addition of a second writing intensive course (to be effective fall, 2003) as passed by the Senate in March 2000 and approved by the Interim DOI on February 28, 2003.

PASSED – Unanimously

- ✓ Dr. Englert will visit Leeward on Wednesday, April 30. There will be an open forum held between 12:00 and 1:00 in GT-105. He will not attend the Senate meeting scheduled for that day.

ADJOURNMENT: The meeting was adjourned at 5:40

RESPECTFULLY SUBMITTED: Jack Pond, Secretary