

**Foundations Multicampus Articulation  
Annual Meeting  
April 20, 2007  
Informal Meeting Notes**

Representatives from all campuses except UH Hilo were present at the meeting.

1. **Honolulu CC, Kapi'olani CC, and UH Mānoa** each presented a summary of their annual report.
2. **Leeward CC and Windward CC** gave updates on the status of their programs now that they are both part of the multicampus agreement. Both campuses are in the process of reviewing their Foundations courses.
3. **UH West O'ahu** submitted a rough draft of their Foundations application portfolio for feedback (see attached).
4. **Kaua'i CC** is putting together an application portfolio to join.
5. **Maui CC** has completed a draft application portfolio and plans to submit in summer 2007 to the multicampus board.
6. **Hawai'i CC** faculty met with John Morton who encouraged the campus to join the agreement. The faculty remain undecided.
7. **Notification of approved Foundations courses. The group agreed to notify other campuses when they approve or remove a course from its Foundations list.** To notify, the Chief Academic Officer of the sending campus sends a memo to the Chief Academic Officers of the other participating campuses. A copy is also sent to the Foundations Board chairs. See next page for a sample memo.
8. **Course equivalency and Foundations credit:** should UH courses that transfer as equivalent carry the same Foundations designation? The group was not in favor of pursuing this and generally felt that a course can articulate as equivalent across UH campuses but not carry the same Foundations/General Education designation across UH campuses.
9. **Require renewal materials** from non-participating campuses: Should non-participating campuses be required to submit materials every 5 years so their courses continue to articulate with Foundations credit to the campuses in the agreement? The group was in favor of this.
  - a. Who should review the materials? The group was in favor of having representatives from the multicampus board review the materials.
  - b. What materials should be required? The group was in favor of requiring the same materials that participating campuses required of their divisions/departments.
10. **Review of course proposals** from non-participating campuses: Who should review non-participating campus's requests to have a new or unarticulated course articulate with Foundations credit? The group was in favor of the multicampus board representatives reviewing the proposal.

-----sample memo to CAOs from CAO of sending campus-----

Date

TO: Chief Academic Officers of the receiving campuses: currently HonCC, KapCC, LeeCC, WinCC, UHM

FROM: Chief Academic Officer of the sending campus

RE: Course

Our campus has approved the following course as satisfying a General Education Foundations requirement:

Course	Foundations area	effective term
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Please inform your Records Office so that students transferring between UH campuses will receive the appropriate Foundations credit.

Thank you.

cc: Foundations Board Chairs on each participating campus