**Curriculum Central Meeting**  
February 4, 2010  
3-4 p.m.  
Bachman 113 with VTC connections to  
UHH, Kau CC, Maui CC and Win CC

**Present:** Paul Field, Jerry Levinson and Richard Fulton (WinCC); Louise Pagotto and Susan Pope (Kap CC); Rick Matsumura (Kau CC); BK Griesemer, Debie Amby, and Kahele Dukelow (Mau CC); Sam Rhodes (Hon CC); Terri Ota (UHWO); April Komenaka Scazzola and Cathy Zenz (UHH); Tim Merrill (UHM); Thanh Giang and Joanne Itano (UH System)

**Comments from Thanh**

Thanks to BK, April and Susan for their input as this has led to enhancements in CC. Biweekly announcements will be sent from ccentral@hawaii.edu. Suzi to update the Curriculum Central listserv (uhcc-l@lists.hawaii.edu) as follows:

**Delete:** Kainoa Ariola, Helen Wong Smith.  
**Add the following:** Marcia Roberts-Deutsch, Debie Amby and Kahele Dukelow, Krystyna Aune

Other enhancements include updates to user Profile where faculty can adjust frequency of email announcements. For example, CC sends out emails throughout the day to faculty for reviews, approvals, and many other actions. To have CC send only 1 message per day, users can go to their profile and update their preference. Another feature is the ability to review within the approval process. This option gives reviewers a chance to comment on outlines prior to final approval. Finally, when requesting revisions, users can send courses back by 1 or as many approvers as there are in the list.

**Reports from campuses**

Kap CC - During Spring 2010, faculty have a choice of submitting course changes using CC or via the traditional route. About 10+ proposals have been submitted via CC and 3 have completed the process. It is likely that CC will go back to Faculty Senate for their consideration in the Spring 2010 semester.

Win CC - Have archived courses that are not current and will not be added to the CC database. Questions are being reviewed by Curriculum Committee which will then be sent to the Division Chairs for their input review. The goal is to adopt questions by end of Spring 2010. Ready to move Banner information into CC. Social Sciences department will pilot test CC with new/revised courses. Use of CC has been discussed with Faculty Senate. For Win CC the value added of adopting CC is the tie to assessment. It was suggested that course outlines from other campuses that are in CC can be copied into Win CC database. Jerry Levinson will follow up with Thanh.
Hon CC - Taking a wait and see attitude. Has committed to adopt with no timeline for
development/implementation.

UHM - Resistance to move from paper to electronic remains a difficulty. Faculty has
not fully adopted SLOs for courses. WASC standards include course SLOS and a more
efficient process for curricular review are factors that support use of CC. Krystyna Aune
is now the point person to take CC to units for consideration.

UHWO - No activity. Will introduce CC to new curriculum committee chair. Working
on cleaning up records in Banner.

Kaua‘i CC - Not much progress with course outline; questions are online, though there is
a need to customize forms for campus use. Requested that Thanh visit Kaua‘i to help
move them along. Would like to use the five year review to implement CC. Also need to
get someone from the Curriculum Committee involved.

Maui CC - Has populated some of the course information into CC; hope to do 5 year
course reviews via CC. Anticipates a Fall 2010 rollout.

UHH - Has support from faculty and administration for implementation of CC. Piloted
CC Fall 2009. In Spring 2010 has started training of faculty. Expects to fully launch in
Fall 2010.

Hawai‘i CC - New faculty involved in planning. No progress to report. Offered a visit
by Thanh if this would be helpful.

Summary

Joanne thanked all for their ongoing effort. The short term goal is to have at least 3
campuses fully operational to test the robustness of the system. Thanh remains available
to all and will travel to the neighbor islands as needed.