

*Neelgin*

University of Hawai'i

**K A P I ' O L A N I C O M M U N I T Y C O L L E G E**

Instructional Services Office

Memorandum

September 15, 2004

TO: Neal Smatresk  
Vice Chancellor  
Academic Affairs

Sharon Ota  
Dean of Academic Affairs  
Honolulu Community College

FROM: Leon Richards   
Senior Academic Dean

SUBJECT: KapCC Foundation Board Portfolio

Per Chancellor Peter Englert's memo dated May 20, 2004, Neal Smatresk's memo dated August 16, 2004, and our discussion on September 7, 2004, we are submitting the appropriate documentations for the joint review and approval of the KapCC Foundation Board by the Multi-campus Foundations Committee.

The following materials and explanation are provided, referencing the six criteria contained in Englert's May 20, 2004, memo:

Criterion 1 – establishment of common foundations requirements for an Associate of Arts degree

- a. KapCC Faculty Senate approved "Revised AA Degree Requirements," which accepted UHM's General Education hallmarks on May 12, 2003 (Appendix 1)
- b. Excerpt of KapCC General Catalog 2003 – 2005 reflect the new AA Degree requirement (Appendix 2)
- c. Acting President McClain approved changes in KapCC's AA Degree requirement (Appendix 3)
- d. Also, please see Appendix 4 and 5 on establishment and membership on the KapCC Foundations Board.

Criterion 2 – "appropriate University approval of the foundations requirements for an Associate of Arts degree"

Please see Appendices 1, 2 and 3

Criterion 3 – “appropriate campus foundations – requirements support, including adequate numbers of faculty and support personnel, attention to student needs, and budget”

KapCC Foundations Board is an ad hoc Faculty Senate Committee and thus it receives the following support via the Faculty Senate and Curriculum Committee.

1. The Foundations Board chair has received three credits of assigned time for 2004 – 2005 to coordinate and facilitate the operation of the board and to assist in developing student learning outcomes.
2. A full-time APT Educational Specialist provides support for curriculum management, which entails providing support to KapCC’s Faculty Senate/Curriculum Committee and therefore, the KapCC Foundations Board.
3. KapCC Faculty Senate chair (six credits of assigned time/semester) and Curriculum Committee chair (three credits of assigned time/semester) receive assigned time to oversee and facilitate curriculum and program development procedures and processes.
4. In addition, student help funds are allocated to Faculty Senate for clerical support.

We feel that existing resources allocated for curriculum management is adequate for Foundations Board operations.

Criterion 4 – “appropriate course designation and evaluation procedures”

We are currently using UHM curricular forms and procedures for foundations course designation and evaluation.

Our Foundations Board is currently working on operational procedures and processes.

Criteria 5 and 6 – as agreed, will be a collaborative effort of the Foundations Board at HonCC, KapCC and UHM.

LR:fm

Attachments (5)

c: Dean Louise Pagotto  
Chair Neghin Modavi  
Instructor Nathan Dwyer

# University of Hawai'i – Kapi'olani Community College Faculty Senate

To: John Morton, Chancellor  
Deans: Leon Richards  
Louise Pagotto  
From: Neghin Modavi, Faculty Senate Chair  
RE: Creation of an ad hoc Foundations Board at KCC  
Date: 04/06/04

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The Kapi'olani Community College Faculty Senate met on April 5, 2004 and voted to approve the creation of a Foundations Board at Kapi'olani Community College. The purpose of the Board is to review courses and engage in discussions and planning for articulation in the newly created multi-lateral agreement between UH Manoa, Honolulu Community College (HCC), and Kapi'olani Community College (KCC).

It must be understood that the Foundations Board will be nested in a larger articulation structure at the campus, which will require the creation of other Boards and further delineation and clarifications of roles, responsibilities and lines of communication. As this structure evolves, it is anticipated that changes will be made to the composition and function of the Foundations Board. KCC has established its Foundations Board in advance because HCC and UH Manoa Boards have begun dialogue and planning and we need to become active members in this process as early as April 24, 2004.

The overall goal is to provide a transparent and efficient structure for articulation of courses between the three campuses and work towards the creation of a WI model of articulation. The Foundations Board is largely based on a model created recently by HCC that was endorsed by UH Manoa Foundations Board on March 24, 2004.

## **KCC Foundations Board**


The KCC Foundations Board is established as an ad hoc Faculty Senate committee.

- Membership:
  1. Consists of 7 members, two for each area: Symbolic Reasoning, Written Communication, Global/Multicultural, and 1 representing a non-instructional area.
  2. Members shall be appointed by the FS.
  3. Terms shall be for two years.
  4. The chair and another member of the Board will represent the college in a multi-lateral UH Foundations Committee.

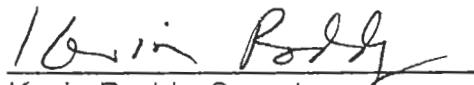
- Function:

This board will decide on procedures for reviewing and approving courses based on core hallmarks in the Foundations area. The Faculty Senate (FS) shall approve procedures. Those procedures will become a matter of record in minutes published on the WWW and made available to the campus community. The chair and another member will also engage in discussions with the tri-lateral UH Foundation Committee.

- This board will also create a clear and transparent plan to evaluate the degree of compliance with hallmarks for the courses it has approved, in order to provide continuous feedback to the system Foundations Board to maintain confidence in its approval process. That plan will also be made available to the campus community, and to the system Foundations Board.
- The board will be charged with reporting to the FS, in writing, once each semester as to the courses it has reviewed and approved for Foundations designations. The chair and another member will also report to the tri-lateral UH Foundation Committee.
- All curriculum proposals for new and modified courses will be submitted to the Curriculum Committee. Proposers who wish to obtain a Foundation designation will simultaneously submit the proposal to the Foundation Board. Established courses seeking only a Foundations designation will submit courses directly to the Foundations Board. The Curriculum Committee and the Foundations Board will submit all the recommendations to the FS.



Neghin Modavi, Chair  
Faculty Senate



Kevin Roddy, Secretary  
Faculty Senate

cc: Carol Paul-Watanabe, Curriculum Committee Chair

**University of Hawai'i – Kapi'olani Community College  
Faculty Senate**

To: John Morton, Chancellor  
Leon Richards, Senior Academic Dean  
Louise Pagotto, Interim Assistant Dean of Curriculum  
Shel Hershinow, Humanities Chair  
Dennis Kawaharada, Language Arts Chair  
Charles Matsuda, Math/Sciences Chair  
Barbara Ross-Pfeiffer, Social Science Chair

From: Neghin Modavi, Faculty Senate Chair

RE: Revised AA Degree Requirements

Date: 05/12/03

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The Faculty Senate of Kapi'olani Community College met on May 9, 2003 and, in separate motions, approved three requests related to the revised AA Degree requirements at the college by the Chairs of the Arts and Sciences Departments.

**The Revised AA Degree Requirements**

The request to revise the AA Degree requirements formally came before the Senate and was approved after its passage by the Curriculum Committee in the form of a Program Action Request (PAR, number 02CC-370). The PAR and the proposed revisions are attached.

The Senate was in communication and consultation with Assistant Dean Pagotto for the entire Spring semester 2003 regarding the proposed revisions to the AA Degree, which seeks to align Kapi'olani's requirements with the newly revised Gen Ed requirements at Manoa. The Senate tasked the Curriculum and the Academic Standards Committees to review the proposal and to seek departmental feedback. The Senators themselves sought feedback and engaged in serious discussions. The Senate approved the revisions in order to promote our functioning as a seamless system and ease the transfer and movement of UH students within the UH system.

**Hallmarks**


The Senate's discussion also resulted in the need to adopt UH Manoa's Gen Ed hallmarks. KCC's revised AA Degree proposal uses the language and makes references to "hallmarks". It was deemed necessary that we make it explicit that Manoa's hallmarks are to be adopted by the college. As such, the Senate requested that the Arts and Sciences Chairs make a request to the Senate to that effect. On May 9<sup>th</sup>, the Senate passed a motion to adopt UH Manoa's hallmarks in relation to the new classification of the revised AA Degree requirements.

Again our approval is rooted in making transfer and articulation easier for students. It also must be emphasized that we do this in anticipation that discussion currently under way regarding the revision of UH articulation policies would create a model in which all UH campuses would collaborate as partners in the future management and adjustment of hallmarks and articulation processes.

### **KCC Catalog Classification**

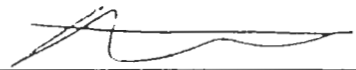
In an earlier request and in anticipation of the approval of the revised AA Degree requirements, the Arts and Sciences Chairs asked the Faculty Senate to approve the reclassification of courses in the KCC Catalog to reflect the new course designations. Specifically, the request asked that these changes be made without requiring revisions of the existing Course Outline Forms and the processing of them through the Curriculum Committee. The Senate approved the request on May 9, 2003.

The Senate wished to expedite the AA Degree revision and safeguard the interests of students. The approval is granted with the understanding that new courses as well as modifications to and cyclical updating of courses would require the designation of new categories as they process through the Curriculum Committee and the Senate.



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Neghin Modavi, Chair  
Faculty Senate



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Karl Naito, Secretary  
Faculty Senate

# Liberal Education Programs

**Introduction:** The College offers a range of Liberal Education programs to the public in several different ways. Degree and certificate programs prepare students for entry-level positions in the workplace. The College's transfer programs prepare students for transfer to four-year institutions. Also, the college demonstrates its commitment to life-long learning through a series of non-credit offerings aimed at working professionals and alumni.

**Degree/Certificate Programs:** The four associate degree options are in Exercise and Sport Science, Liberal Arts, New Media Arts, and in a customized Technical-Occupational-Professional degree. Academic Subject Certificates are offered in the areas of Asian Studies and Hawaiian/Pacific Studies. Certificates of Achievement are available in Biotechnician as well as Exercise and Sport Science. Some programs may be completed during evenings and/or weekends. The college often offers groups of courses known as Learning Communities and also may offer courses in a selected focus (such as the Malama Hawai'i series and Access to College Excellence).

**Transfer Programs:** The College also provides transfer advising and support for students who plan to transfer to baccalaureate institutions such as the University of Hawai'i at Hilo, the University of Hawai'i at Mānoa, the University of Hawai'i – West O'ahu, Chaminade University, or Hawaii Pacific University. General information about transferring is in the Transfer Advising section. For additional information please call the Liberal Arts advising office (734-9500).

**Lifelong Learning Credit/Non-Credit Programs:** Non-credit short-term liberal arts classes are available to the general public. Classes are available in Performing Arts, Studio Arts and Crafts, Languages, Interpretation, and Senior Programs. These classes are offered through the Non-Credit Registration Office. For more information about non-credit classes and certificates, contact the College Information Office (734-9559) or the Non-Credit Registration Office (734-9211). A variety of customized training and non-credit classes are available at the Waikiki Lifelong Learning Center and at other sites in Waikiki. Please telephone 924-7505 for details.

Please go to <http://www.kcc.hawaii.edu> to view more information about Kapi'olani Community College.

CAREER and ACADEMIC OPTIONS THE LIBERAL EDUCATION PROGRAMS	
LIBERAL ARTS	
CAREER OPTIONS	ACADEMIC OPTIONS
Entry to a four-year institution at the junior level. Entry-level positions in the workplace.	Associate in Arts - Liberal Arts (60 credits) expiration effective fall 2004
Entry to a four-year institution at the junior level. Entry-level positions in the workplace.	Associate in Arts - Liberal Arts (60 credits) effective fall 2004
Specialization within an A.A. degree. Entry-level positions using knowledge of Asian studies.	Academic Subject Certificate - Asian Studies (40 credits) expiration effective fall 2004
Specialization within an A.A. degree. Entry-level positions using knowledge of Asian studies.	Academic Subject Certificate - Asian Studies (30-34 credits) effective fall 2004
Specialization within an A.A. degree. Entry-level positions using knowledge related to Hawaiian or Pacific cultures.	Academic Subject Certificate - Hawaiian/Pacific Studies (34 credits)
BIOTECHNICIAN	
CAREER OPTIONS	ACADEMIC OPTIONS
Entry-level positions in biotechnology. Preparation for employment in biotechnology industry and research.	Certificate of Achievement - Biotechnician (35-36 credits)

<b>EXERCISE AND SPORT SCIENCE</b>	
<b>CAREER OPTIONS</b>	<b>ACADEMIC OPTIONS</b>
Entry-level positions as fitness instructors and personal trainers in the fitness profession.	<b>Associate in Science – Exercise and Sport Science (61 credits) effective fall 2004</b>
Entry-level positions in exercise science, recreation leadership and sports fitness.	<b>Certificate of Achievement - Exercise and Sport Science: Fitness Instructor (34 credits) expiration effective spring 2004</b>
Entry-level positions in exercise science, recreation leadership and sports fitness.	<b>Certificate of Achievement - Exercise and Sport Science: Fitness Instructor (43 credits) effective spring 2004</b>
<b>NEW MEDIA ARTS</b>	
<b>CAREER OPTIONS</b>	<b>ACADEMIC OPTIONS</b>
Entry-level positions in graphical interface design, special effects design, digital video editing, web design, and interactive writing.	<b>Associate in Science - New Media Arts with a Specialization in Graphical Interface Design (78 credits) expiration effective spring 2004</b>
Entry-level positions in graphical interface design, special effects design, digital video editing, web design, and interactive writing.	<b>Associate in Science - New Media Arts with a Specialization in Interface Design (78 credits) effective spring 2004</b>
Entry-level positions in special effects design, digital video editing, web design, content development, instructional design, and interactive writing.	<b>Associate in Science - New Media Arts with a Specialization in Information Architecture (79 credits) expiration effective spring 2004</b>
Entry-level positions in special effects design, digital video editing, web design, content development, instructional design, and interactive writing.	<b>Associate in Science - New Media Arts with a Specialization in Information Architecture (79 credits) effective spring 2004</b>
Entry-level positions in special effects design, computer animation, digital video editing, web design, interactive writing, sound design, and game design.	<b>Associate in Science - New Media Arts with a Specialization in Animation (78 credits) expiration effective spring 2004</b>
Entry-level positions in special effects design, computer animation, digital video editing, web design, interactive writing, sound design, and game design.	<b>Associate in Science - New Media Arts with a Specialization in Animation (78 credits) effective spring 2004</b>
Entry-level positions in diversified, customized, committee approved areas of specialization.	<b>Associate in Technical Studies (a customized Technical-Occupational-Professional degree) - (60 credits)</b>
<b>LIFELONG LEARNING</b>	
<b>CAREER OPTIONS</b>	<b>ACADEMIC OPTIONS</b>
Short-term training and leisure activities (such as box-making, dancing, desktop publishing, digital movies, greeting cards, guitar, paper engineering, piano, photography, singing, Sumie-Japanese brush painting, sports medicine, Taiko drumming, watercolor painting, web pages, writing.)	<b>Non-Credit Registration Office (734-9211)</b>  <b><a href="http://programs.kcc.hawaii.edu/~noncredit">http://programs.kcc.hawaii.edu/~noncredit</a></b>
Entry-level skills for volunteer coaches. Preparation for high school coaches in acquiring or maintaining First Aid and CPR certifications that are required by the DOE. Upgrade job skills for high school coaches.	<b>Certificate of Competence - Safety, Injury Prevention and Conditioning Techniques for Coaches I (13.5 hours)</b>



## Liberal Arts Curricula

### Associate in Arts Degree (60 Semester Credits)

**Program Description:** This program is designed to provide students with an Associate in Arts degree and to prepare them for transfer to a baccalaureate degree program at a four-year college or university. Please see an academic advisor for information on current baccalaureate degree requirements at the University of Hawai'i at Mānoa.

#### A.A. Degree Requirements

Some courses fulfill both the University of Hawai'i at Mānoa and Kapi'olani Community College general education core requirements. Others fulfill only Kapi'olani Community College requirements. Students intending to transfer to UH Mānoa must be careful when selecting courses that satisfy only Kapi'olani Community College requirements. Students should note that baccalaureate degree requirements vary at UH Mānoa and should see their academic advisor for program details. As part of the A.A. curriculum, students must complete two writing-intensive (WI) courses. The Hawaiian/ASL/foreign language requirement may be met through the completion of first level study of approved language foreign to the student (i.e., through 102) and/or through demonstrated proficiency at same level.

#### Course Substitutions

Substitutions to the A.A. degree requirements may be granted if identical substitutions are officially granted by a college at UH Mānoa. Please see an academic advisor for details.

Students majoring in Liberal Arts may substitute other courses for a specific requirement if the Dean of Instruction agrees that the substitution is required at the college to which the student intends to transfer. The student must complete and submit a course waiver form with supporting documentation.

#### University of Hawai'i Articulation

Effective Fall 1994, students who have earned an articulated Associate in Arts (A.A.) degree from a University of Hawai'i Community College shall be accepted as having fulfilled the general education core requirements at all other University of Hawai'i campuses. While an articulated A.A. degree satisfies general education core requirements, students must also complete all specialized lower-division, major, college and degree/graduation requirements. Additional campus-specific requirements, such as competency in a foreign language or writing-intensive courses may also be required. With planning, most, if not all, of these requirements may be incorporated into the Associate in Arts degree; if not, they are required in addition to the Associate in Arts degree.

Articulation information may be viewed at [http://www.hawaii.edu/ovcaa/academics/articulation\\_courses.htm](http://www.hawaii.edu/ovcaa/academics/articulation_courses.htm). Information specific to Kapi'olani courses and the UHM General Education Core Requirements may be viewed at [http://www.hawaii.edu/ovcaa/academics/html/articulation\\_kapiolanicc.htm](http://www.hawaii.edu/ovcaa/academics/html/articulation_kapiolanicc.htm)

**Program Competencies:** The competencies expected of the Associate in Arts degree student are not achieved in a single course or in the courses in a single department. The academic skill standards for critical thinking, information retrieval and technology, oral communication, quantitative reasoning, and written communication represent the minimum outcomes expected of students who have completed their general education experiences. Each course included in the general education curriculum should address at least one of these academic skill standards.

Upon successful completion of the A.A. degree in Liberal Arts, the student should be able to

in the area of **Critical Thinking:**

- Identify and state problems, issues, arguments, and questions contained in a body of information.
- Identify and analyze assumptions and underlying points of view relating to an issue or problem.
- Formulate research questions that require descriptive and explanatory analyses.
- Recognize and understand multiple modes of inquiry, including investigative methods based on observation and analysis.
- Evaluate a problem, distinguishing between relevant and irrelevant facts, opinions, assumptions, issues, values, and biases through the use of appropriate evidence.
- Apply problem-solving techniques and skills, including the rules of logic and logical sequence.
- Synthesize information from various sources, drawing appropriate conclusions.
- Communicate clearly and concisely the methods and results of logical reasoning.
- Reflect upon and evaluate their thought processes, value systems, and worldviews in comparison to those of others.

in the area of **Information Retrieval and Technology:**

- Use print and electronic information technology ethically and responsibly.
- Demonstrate knowledge of basic vocabulary, concepts, and operations of information retrieval and technology.
- Recognize, identify, and define an information need.
- Access and retrieve information through print and electronic media, evaluating the accuracy and authenticity of that information.
- Create, manage, organize, and communicate information through electronic media.
- Recognize changing technologies and make informed choices about their appropriateness and use.

in the area of **Oral Communication:**

- Identify and analyze the audience and purpose of any intended communication.
- Gather, evaluate, select, and organize information for the communication.
- Use language, techniques, and strategies appropriate to the audience and occasion.
- Speak clearly and confidently, using the voice, volume, tone, and articulation appropriate to the audience and occasion.
- Summarize, analyze, and evaluate oral communications and ask coherent questions as needed.
- Use competent oral expression to initiate and sustain discussions.

in the area of **Quantitative Reasoning:**

- Apply numeric, graphic, and symbolic skills and other forms of quantitative reasoning accurately and appropriately.
- Demonstrate mastery of mathematical concepts, skills, and applications, using technology when appropriate.
- Communicate clearly and concisely the methods and results of quantitative problem solving.
- Formulate and test hypotheses using numerical experimentation.
- Define quantitative issues and problems, gather relevant information, analyze that information, and present results.
- Assess the validity of statistical conclusions.

in the area of **Written Communication:**

- Use writing to discover and articulate ideas.
- Identify and analyze the audience and purpose for any intended communication.
- Choose language, style, and organization appropriate to particular purposes and audiences.
- Gather information and document sources appropriately
- Express a main idea as a thesis, hypothesis, or other appropriate statement.
- Develop a main idea clearly and concisely with appropriate content.
- Demonstrate mastery of the conventions of writing, including grammar, spelling, and mechanics.
- Demonstrate proficiency in revision and editing.
- Develop a personal voice in written communication.

in the area of **Understanding Self and Community:**

- Demonstrate an awareness of the relationship between the environment and their own fundamental physiological and psychological processes.
- Examine critically and appreciate the values and beliefs of their own culture and those of other cultures separated in time or space from their own.
- Communicate effectively and acknowledge opposing viewpoints.
- Use the study of a second language as a window to cultural understanding.
- Demonstrate an understanding of ethical, civic, and social issues relevant to Hawai'i's and the world's past, present, and future.

A.A. DEGREE CURRICULUM, LIBERAL ARTS (60 CREDITS) expiration effective fall 2004		Semester Taken					Grade Received
		Cr	1	2	3	4	
<b>General Education Requirements (22 - 24 credits)</b>							
ENG 100 or ESL 100	Composition I Expository Writing: A Guided Approach	3					
HIST 151	World Civilizations I	3					
HIST 152	World Civilizations II	3					
KCC AA/OC	A.A. Oral Communication Elective	3					

KCC AA/ML	A.A. Mathematical Logical Thinking Elective	3-4					
KCC AA/FL	Foreign/ASL/Hawaiian Language 101	3-4					
KCC AA/FL	Foreign/ASL/Hawaiian Language 102	4					
<b>Arts and Humanities Courses (9 credits)</b>							
	(Three courses from three of four groups)						
KCC AA/AH1	A.A. Arts & Humanities Group 1 Elective	3					
KCC AA/AH2	A.A. Arts & Humanities Group 2 Elective	3					
KCC AA/AH3	A.A. Arts & Humanities Group 3 Elective	3					
KCC AA/AH4	A.A. Arts & Humanities Group 4 Elective	3					
<b>Natural Sciences Courses (10 - 12 credits)</b>							
	(Three semester courses. One of the three courses must include a lab. At least one course each must be chosen from group 1 and group 2.)						
KCC AA/NS1	A.A. Natural Sciences Group 1 Elective	3-4					
KCC AA/NS2	A.A. Natural Sciences Group 2 Elective	3					
KCC AA/NS3	A.A. Natural Sciences Group 3 Elective	3					
KCC AA/NS Lab	A.A. Natural Sciences Laboratory Elective	1-2					
<b>Social Sciences Courses (9 credits)</b>							
	(Three semester courses from three different disciplines)						
KCC AA/SS	A.A. Social Science Elective	3					
KCC AA/SS	A.A. Social Science Elective	3					
KCC AA/SS	A.A. Social Science Elective	3					
<b>Elective Courses (9 credits)</b>							
	(Liberal Arts courses numbered at or above the 100 level)						
Elective	A.A. Elective	3					
Elective	A.A. Elective	3					
Elective	A.A. Elective	3					
	<b>TOTAL</b>	<b>60</b>					

The issuance of an A.A. degree requires that the student must earn a grade point ratio (G.P.R.) of 2.0 or higher for all courses applicable toward the degree.

Please note: As part of the A.A. curriculum listed above, students must complete **two writing-intensive (WI)** courses. The Hawaiian/ASL/foreign language requirement may be met through the completion of first level study of approved language foreign to the student (i.e., through 102) and/or through demonstrated proficiency at the same level or higher. Any student who demonstrates that he or she has foreign language skills equal to the 102 level (or higher) may request a waiver of the foreign language credit requirement. A student with an approved waiver may substitute additional elective credits.

<b>A.A. DEGREE CURRICULUM, LIBERAL ARTS (60 CREDITS) effective fall 2004</b>		Semester Taken					Grade Received
Course	Title	Cr	1	2	3	4	
<b>General Education Requirements (22 - 24 credits)</b>							
KCC AA/FW	ENG 100, ESL 100	3					
KCC AA/FS	BUS 100, ICS 141, 241, MATH 100, 100H, 103, 111, 115, 135, 140, 203 (formerly QM 252), 205, 206, PHIL 110	3-4					
KCC AA/FG	A.A. Global and Multicultural Perspectives Electives (Two courses, each course from a different group: A, B, or C) <b>Group A</b> (ANTH 151, HIST 151); <b>Group B</b> (ANTH 152, GEOG 102, HIST 152); <b>Group C</b> (GEOG 151, MUS 107, REL 150)	6					
KCC AA/OC	COMUN 145, SP 145, 151, 181, 200, 231, 251, 253	3					

KCC AA/HSL	ASL 101, CHNS 101, FIL 101, FR 101, HAW 101, JPNS 100, 101, KOR 101, RUS 101, SAM 101, SPAN 101, TAG 101	3-4					
KCC AA/HSL	ASL 102, CHNS 102, FIL 102, FR 102, HAW 102, JPNS 102, KOR 102, RUS 102, SAM 102, SPAN 101, TAG 102	4					
<b>Arts and Humanities Courses (6 credits)</b> (Two courses, each course from a different group: DA, DH, or DL)							
KCC AA/DA,DH,DL	<b>DA (The Arts)</b> ART 101, 105, 106, 107, 111, 112, 113, 114, 115, 123, 189, 191, 192, 201, 202, 207, 208, 209, 212, 213, 214, 222, 223, 225, 243, 244, 245, 253, 269V, 288, 289, DNCE 121, 122, 131, 132, 150, 212, 213, DRAM 101, 221, 222, 240, ENG 204, 206, MUS 104, 108, 114, 121B, 121C, 121D, 122B, 122C, 122D, 180, 183, 201, 206, 221B, 221C, 221D, 222C, 229, 230, 231B, 231C, 231G, 231M, 253, SP 145, 151, 200, 231, 233, 251, 253 <b>DH (Humanities)</b> AMST 201, 202, ART 190, 270, 280, 290, CHNS 131, HWST 107, HIST 231, 232, 241, 242, 252, 281, 282, 284, 288, HUM 269V, JPNS 131, 132, LING 102, MUS 106, 107, 207, PHIL 100, 101, 102, 200, 201, 250, REL 150, 151, 200, 201, 202, 209, 210 <b>DL (Literature and Language)</b> EALL 261, 262, 269V, 271, 272, ENG 200, 209, 214, 215, 227, 250, 251, 252, 253, 254, 255, 256, 257, 257B, 257C, 257D, 257F, 257G, 257M, 257N, 257P, 257Q, EL 260, 263, HAW 261, 262, HWST 261, 270, JOUR 205, LLEA 239, 260 (formerly EL 260), 270, PACS 257 (ENG 257C)	6					
<b>Natural Sciences Courses (7 - 9 credits)</b> (Two semester courses. One of the two lecture courses must also have a paired laboratory course. At least one lecture course each must be chosen from DB and DP.)							
KCC AA/DB	<b>DB (Biological Sciences)</b> ANTH 215, BIOL 101, 102, 103, 130, 171, 172, 270, BOT 101 (formerly BIOL 102), 130, ESS 100, FSHE 185, 285, MICR 130, 135, 230, PHYL 160, PSY 230, SCI 124, ZOOL 100, 141, 142, 200	3-4					
KCC AA/DP	<b>DP (Physical Sciences)</b> ASTR 110, 280, BIOC 241, 244, CHEM 100, 101, 151, 152, 161, 162, 272, 273, CE 270, 271, EE 211, 260, GEOG 101, GG 103 (formerly GG 200), OCN 201, PHYS 100, 122, 151, 152, 170, 272, 274	3					
KCC AA/DY	<b>DY (Laboratory)</b> BIOL 101L, 103L, 130L, 171L, 172L, 270L, BOT 101L, 130L, CHEM 151L, 152L, 161L, 162L, 272L, 273L, GEOG 101L, GG 101L, MICR 140, PHYS 100L, 122L, 151L, 152L, 170L, 272L, SCI 124L, ZOOL 141L, 142L, 200	1-2					
<b>Social Sciences Courses (6 credits)</b> (Two semester courses from two different disciplines)							
KCC AA/DS	<b>DS (Social Sciences)</b> AMST 211, 212, ANTH 150, 200, 210, 235, ASAN 100, BOT 105, COM 201, ECON 120, 130, 131, FAMR 230, GEOG 102, 151, JOUR 150, PACS 108 (formerly PACS 100), POLS 110, 120, 130, 171, 270, PSY 100, 170, 202, 212, 240, 260, 270, SSCI 120, 200 SOC 100, 214, 218, 231, 251, 257, WS 202 (PSY 202)	6					

<b>Elective Courses (18 credits)</b> (A minimum of 18 credits of electives in Liberal Arts courses numbered at or above the 100 level or non-Liberal Arts courses that meet major requirements. Students are encouraged to meet with the appropriate academic advisor to obtain a listing of approved elective courses. Hawaiian/second language courses at the 201 and 202 level meet the A.A. elective requirements.)							
Elective	A.A. Elective	3					
Elective	A.A. Elective	3					
Elective	A.A. Elective	3					
Elective	A.A. Elective	3					
Elective	A.A. Elective	3					
Elective	A.A. Elective	3					
	<b>TOTAL</b>	<b>60</b>					

The issuance of an A.A. degree requires that the student must earn a grade point ratio (G.P.R.) of 2.0 or higher for all courses applicable toward the degree.

Please note: As part of the A.A. curriculum listed above, students must complete **two writing-intensive (WI)** courses. Students must also complete **one Hawaiian, Asian and Pacific Issues (H)** course.

Current **H** focus courses are BOT 105 and HWST 107 (fall 2002 – fall 2004), ENG 206, 257M (fall 2003 – summer 2005), HIST 284, 288 (fall 2003 – summer 2005).

The Hawaiian / Second language requirement may be met through the completion of first level study of approved language foreign to the student (i.e., through 102) and/or through demonstrated proficiency at the same level or higher. Any student who demonstrates that he or she has foreign language skills equal to the 102 level (or higher) may request a waiver of the foreign language credit requirement.

**Academic Subject Certificate - Asian Studies (40 Semester Credits) expiration effective fall 2004**

**Program Description:** An Academic Subject Certificate in Asian Studies will be a credential awarded to students who successfully complete a short-term structured series of courses in an interdisciplinary program. Students who earn a minimum grade point ratio of 2.0 in two years of an Asian language, and maintain that GPR while completing another 24 credits of related academic coursework, will be eligible for this certificate.

**Program Competencies:** A student who successfully completes this series of courses and earns an Academic Subject Certificate in Asian Studies will be able to:

- Develop an appreciation and awareness of Asia.
- Develop an understanding of the environments and experiences of Asian peoples.
- Analyze events and conditions in contemporary Asia and options for the twenty - first century.
- Demonstrate an understanding of political, social, cultural, economic and other contributions of Asian civilization.
- Show an appreciation for the people of Asia by having attempted to view the hopes, aspirations and perceptions of the world through Asian eyes.
- Consider works of Asian art as reflections of the Asian cultural milieu and be able to compare that milieu with the student's own.
- Recognize major themes from all the Asian arts (fine arts, literature, drama, architecture, etc.) and explore their implications and identify their basic values and assumptions.
- Know the characteristics of the major schools of Asian philosophy, their development and occasional influence on each other, and appreciate the contrasts between Asian and Western thought.
- Demonstrate a familiarity with the geography of Asia and its interrelationship with the rest of the globe.
- Analyze contemporary issues and views of Asian peoples reflected in the mass media and other sources.
- Demonstrate an understanding of Asian cultural traditions, including their value systems, institutions, aesthetic expressions and their contemporary relevance.

University of Hawai'i  
**KAPĪ'OLANI COMMUNITY COLLEGE**  
 2700 Kalia Road, Honolulu

RECEIVED

August 5, 2004

TO: David McClain  
 Acting President  
 Vice President for Academic Affairs

'04 AUG 11 P2:37

VIA: Sam Callejo  
 Chief of Staff

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

FROM: John Morton  
 Chancellor, Kapi'olani Community College

Subject: Approval of Changes in Associate in Arts Degree Requirements  
 at Kap'iolani Community College

SPECIFIC ACTION REQUESTED:

It is requested to approve changes in the Associate in Arts (A.A.) Degree at Kap'iolani Community College (KCC).

RECOMMENDED EFFECTIVE DATE:

Fall 2004.

ADDITIONAL COST:

None.

PURPOSE:

Kapi'olani's Curriculum Committee and the Faculty Senate are proposing changes to the A.A. degree in order to facilitate the transfer of KCC students to the University of Hawai'i at Manoa (UHM) and to bring KCC's A.A. degree into closer alignment with the UHM General Education requirements adopted in 2001.

BACKGROUND:

The changes to KCC's A.A. degree have been proposed in response to new General Education requirements implemented by UHM in Fall 2001. The new UHM requirements were approved by the Board of Regents in July 2001.

KCC is proposing the following changes to its A.A. degree:

- (1) Accepting the UHM hallmarks as criteria for determining appropriate courses in the various categories
- (2) Renaming the categories to align with UHM's: Foundations (Written Communication, Symbolic Reasoning, Global and Multicultural Perspectives) and Diversification (Arts, Humanities, and Literatures; Natural Sciences; Social Sciences)

- (3) Broadening the range of classes that can meet the various area requirements, in keeping with UHM's hallmarks
- (4) Reducing the number of required credits in the three Diversification categories from 28 to 19 (one fewer course in each diversification category) to match UHM's Diversification requirements and to give students more freedom to explore areas of interest and potential majors while broadening their knowledge in a two-year Liberal Arts degree program.
- (5) Adding a focus requirement for one course in Hawaiian, Asian and Pacific Issues.

The A.A. degree at KCC continues to meet requirements for the degree outlined in E5.209, including (1) at least 60 credits of baccalaureate-level courses numbered 100 and above; (2) a cumulative grade point ratio of 2.0 or higher for all courses applicable to the A.A degree requirements; and (3) a course in Oral Communications. The A.A. degree also continues to require two Writing Intensive (WI) courses.

ACTION RECOMMENDED:

It is recommended that approval of the proposed changes in KCC's Associate in Arts degree, effective Fall 2004.

Attachment: Appendix: Proposed Changes to Kapi'olani Community College's AA Degree

APPROVED/~~DISAPPROVED~~:



David McClain  
Acting President

8/24/04

Date

## University of Hawai'i – Kapi'olani Community College Faculty Senate

To: John Morton, Chancellor  
Deans: Leon Richards  
Louise Pagotto  
From: Neghin Modavi, Faculty Senate Chair  
RE: KCC Foundations Board membership  
Date: 04/20/04

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The Kapi'olani Community College Faculty Senate met on April 5, 2004 and voted to approve the creation of a Foundations Board at Kapi'olani Community College as an ad hoc committee of the Faculty Senate. The purpose of the Board is to review courses and engage in discussions and planning for articulation in the newly created multi-lateral agreement between UH Manoa, Honolulu Community College (HCC), and Kapi'olani Community College (KCC).

The Faculty Senate voted to approve a 7-member Foundations Board. The membership consists of two faculty representatives for each area: Symbolic Reasoning, Written Communication, Global/Multicultural, and one representing a non-instructional area. In addition, the Faculty Senate Executive Board recommended that the Senate Chair serve as the Senate's liaison on this Board.

Dean Louise Pagotto and the Chairs of the Arts and Sciences provided the Faculty Senate with nominations. We greatly appreciate their participation in this process.

The KCC Foundations Board members are:

Symbolic Reasoning	Sharon Rowe Nathan Dwyer
Global/Multicultural	Collette Higgins Dennis Nullet
Written Communication	Gail Harada Judi Kirkpatrick
Non-Instructional FS Liaison	Sharon Rota Neghin Modavi


cc: Carol Paul-Watanabe, Curriculum Committee Chair



## University of Hawai'i – Kapi'olani Community College Faculty Senate

To: Margit Watts, Chair  
UH Manoa Foundations Board  
Jerry Saviano, Chair  
Honolulu Community College Foundations Board

From: Neghin Modavi, Faculty Senate Chair  
RE: Endorsement of KCC's Foundations Board  
Date: 04/26/04



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This letter seeks an endorsement by your respective Boards for the newly created Foundations Board at Kapi'olani Community College (KCC) as per decisions arrived in the multi-campus Foundations Board meeting on April 24, 2004. The Foundations Board is largely based on a model created recently by HCC that was endorsed by the UH Manoa Foundations Board and the General Education Committee in March and April of 2004. I have attached a copy of the letter from KCC's Faculty Senate announcing and describing the purpose and composition of KCC's Foundations Board for your review.

Both the KCC and HCC Senate leadership has been at the forefront of efforts to initiate and implement collaborative articulation processes in the University of Hawaii system. Indeed, KCC, HCC, and UH Manoa are the core campus members of the new trilateral partnership of Gen Ed articulation. As such, the purpose of the KCC Foundations Board is to review courses as well as enable our campus to engage in discussions and planning for an articulation process based on the WI model.

KCC's Faculty Senate created the Foundations Board on an urgent basis so that we could be an active member and to participate in discussions and decision-making as a core campus in the trilateral engagement. It must be underscored that KCC's Foundations Board will be nested in a larger articulation

structure at the campus. The Faculty Senate at KCC did not want to create an elaborate structure on short notice. The Senate expressed the need for greater deliberation and consultation with KCC faculty at large and other constituents for the creation of additional articulation Boards and the necessary delineation and clarifications of their roles, responsibilities and lines of communication. This is a priority task of the Senate in the Fall semester of 2004.

We look forward to this collaboration to develop a transparent and efficient structure for articulation of courses between the three campuses and work towards the creation of a WI model of articulation.

cc: John Morton, KCC Chancellor  
Leon Richards, KCC Senior Academic Dean  
Louise Pagotto, KCC Curriculum Dean  
Carol Paul-Watanabe, KCC Curriculum Committee Chair  
KCC Foundations Board members

James Nishimoto, Executive Assistant. Office of UH VPAA