TO: Faculty Senate  
FROM: Jean Shibuya, Curriculum and Academic Affairs Committee Chair

During the first week of duty period, I gave a presentation to the faculty of the status of the general education requirements for UH-Manoa and its different colleges and pointed out the implications for Windward’s curriculum development.

The CAAC met on the second and fourth Tuesdays of the month, beginning on September 25, 2001. As CAAC chair, I met with faculty who initiated proposals, gathered information, guided the proposals through the approval process, set meeting agenda, and chaired the meetings. During the Fall 2001 semester, the CAAC approved the following additions, deletions, and modifications to Windward Community College’s curriculum:

- Name change of MUS 222C to Piano IV (September 25, 2001)
- New course addition of BOT 210: Phytobiotechnology (October 9, 2001)
- Name change of MUS 221C to Piano III (October 23, 2001)
- Course content modification of HAWST 107: Hawaiʻi Center of the Pacific (October 23, 2001)
- Experimental course addition of MATH 97: Elementary Algebra for Liberal Arts Majors (October 23, 2001)
- New course addition of ART 214: Life Drawing (October 23, 2001)
- New course addition of HAW 50 Basic Conversational Hawaiian (October 30, 2001)
- Experimental course addition of IS 197: Introduction to Surf Science, Culture, and Technology and IS 197L: Introduction to Surf Science, Culture, and Technology Lab (October 30, 2001)

I also met with the Dean of Instruction and later with our assistant dean and a representative of the State Hospital to present the committee’s concerns and questions about a proposal to establish a credit course exploring careers in mental health. Discussion is on going.

During the Spring 2002 semester, the CAAC approved the following additions, deletions, and modifications to our curriculum:

- Establishment of an Academic Subject Certificate in Art
- Experimental course addition of IS 197: The Seven Habits of Highly Effective People (2 credits) (January 15, 2002)
- New course addition of OCEAN 101: Introduction to the Marine Option Program (1 credit) (January 15, 2002)
- New course addition of MATH 115: Statistics (3 credits) (January 15, 2002)
New course addition of ART 269C: Study Abroad: Japanese Cultural Tour—Ceramic Pottery and Kilns (4 credits) (February 12, 2002)
Course modifications for IS 160L: Polynesian Voyaging and Seamanship Lab (1 credit) (February 26, 2002)
Course modifications for IS 260L: Polynesian Voyaging and Stewardship Lab (1 credit) (February 26, 2002)
New course addition of ART 270: Introduction to Western Art (3 credits) (March 12, 2002)
New course addition of ICS 105F: Voice Input (1 credit) (April 9, 2002)
New course addition of ICS 105G: Microsoft® PowerPoint (1 credit) (April 9, 2002)
Course modification in alpha, number and title of OAT 197 to ICS 105H: Microsoft® Word (3 credits) (April 9, 2002)
Course modification of catalog description for ICS 100: Computing Literacy and Application (3 credits) (April 9, 2002)
Course modification of catalog description and of credits from 3 to 4 for ICS 101: Tools for The Information Age (April 9, 2002)
Course modification in contact hours and catalog description for ICS 111: Introduction to Computer Science 1 (4 credits) (April 9, 2002)
Experimental course addition of HAWN 297: Hawaiian Language Third Year Bridge (3 credits) (April 23, 2002)

On January 15, the CAAC approved the additional requirements for the Marine Option Program Certificate. The CAAC also approved in principle the establishment of a non-credit atelier program on representational drawing and painting to be offered in Summer 2002. The Humanities department will offer it as a non-credit program and also as a six-credit package combining Art 213: Intermediate Drawing and ART 223: Intermediate Painting.

The one task charged to the CAAC and not done was the establishing of guidelines for the number of writing intensive courses to be offered each semester by each department. It will be the first item on the agenda next Fall.

I thank the following committee members for the time and thought they put into each deliberation brought before the Curriculum and Academic Affairs Committee:

Patti Chong, Student Services
Nancy Heu, Academic Support
Janice Nuckols, Humanities
Frank Palacat, Social Sciences
Peggy Regentine, Business
Sione Uluave, Mathematics
Ingelia White, Natural Sciences
Aileen Yim, Language Arts

Appended is the annual report the Writing Advisory Board submits to the UH System-wide Committee for re-certification of Windward's writing intensive program.