

Kapi'olani Community College  
Faculty Senate Action Request – AR # 1415013

Did you request action from a union representative?	If YES, please contact your department or campus union representative.
Is this a personal matter?	If YES, please consider discussing the matter with your supervisor or union representative.
Have you filed a grievance/lawsuit over this matter?	If YES, please allow the grievance process to be completed before the matter is brought to Faculty Senate.
Timestamp in Google Doc:	11/17/2014 20:32:41
Submitted By:	Anthony Silva
UH User Name:	Silvaa
Academic Unit:	LLL
Did you request action from a department head or administrator?	No
Is this a departmental matter?	No
Is this a college wide matter?	Yes
Is this a system wide matter?	No
Does this matter align with the responsibilities of a Faculty Senate Committee? If YES, which one?	Curriculum
Does this matter align with the College's Strategic Plan? If YES, which one?	Strategic Outcome A: Native Hawaiian Educational Attainment (Performance Measure A4, certificate and degree completion), and Strategic Outcome B: Hawaii's Educational Capital (Performance Measure B4, certificate and degree completion)
Does this matter align with the UH System Strategic Directions? If YES, which one?	
Is there a relevant deadline for action by the Senate? If you answered YES, please indicate the deadline date:	
Please describe the action requested:	Identify a place in the course outline / curriculum update process for the creation and submission of a new Course Assessment Plan (CAP)
Proposed Recommendation:	Currently, when a course is updated, there is no requirement that a new Course Assessment Plan be created. This is most obviously problematic when a course revises its competencies, but even when competencies are not revised, a course is often updated at the end of an assessment cycle, which requires that a new plan be created for the next cycle. There is currently no designated step in the process for the creation of a new assessment plan, and no oversight to ensure that a new plan is created. Since a new assessment plan could also possibly benefit from feedback from the respective department members, one potential placement for the creation of a new plan would be before a course proposal is sent to the department for approval. There are, of course, other possible positions in the process; however, placement should be such that it allows for oversight.
Other:	Submitted by Anthony Silva (LLL) and Laure Burke (Hospitality & Tourism)

Faculty Senate Use Only

Action Taken:

Date:

Outcome:

Date: