



UNIVERSITY of HAWAII®
KAPI'OLANI
COMMUNITY COLLEGE

memorandum

June 7, 2017

To: Candy Branson, Chair, Faculty Senate
Susan Inouye, Former Chair, Faculty Senate

Subject: Response to Faculty Senate Resolution regarding Curriculum
Workflow

I received the Faculty Senate resolution on May 4, 2017, regarding curriculum workflow for courses and programs.

By way of this memo, I approve the Curriculum Review Workflow based on the graphic workflow diagrams.

I have one suggestion: include the chair of the Counselors and Academic Advisors Council (CAAC) in the list of people notified in the "FYI After Chancellor" node. That way all counselors and advisors can be notified of changes.

I would remind Faculty Senate that two outstanding items need to be taken up by the Senate in Fall 2017:

- 1) Item 6. Locus of Student Learning Outcome Mapping Review, and
- 2) Item 7. Workflows for Experimental Courses and New Topics Under Existing Umbrella Courses.

A handwritten signature in black ink that reads "Louise Pagotto".

Louise Pagotto
Interim Chancellor

C: Susan Kazama, Interim VCAA