

MEMORANDUM

Date: February 24, 2017

To: Samuel Giordanengo, Academic Senate Chairperson

From: Joni Onishi
Vice Chancellor for Academic Affairs

Subject: HAW 5.250 Course Review Policy and Procedure

This memo is to officially notify Academic Senate to the change in wording of HAW 5.250 Course Review Policy and Procedure. Changes to this policy were made to 1) remove the distinction between GE courses and all other courses, since all courses are subject to the 20% review and would function under the same rules for 20% review whether GE or not, and whether articulated with another campus or not; 2) change the reporting procedure via Quali rather than paper forms.

Attached, please find a draft policy showing changes and also a final copy.

Please feel free to contact me should you have any questions.

Thank you.

c: Janice Watanabe
Jason Cifra
Dorinna Manuel-Cortez
SherrieAnn Straslica-Walker