October 25, 2013

MEMORANDUM

TO:        David Ericson, Chair
            Mānoa Faculty Senate Executive Committee

FROM:      Reed Dasenbrook
            Vice Chancellor for Academic Affairs

SUBJECT:   Implementation of Kuali Curriculum

As you know, the System is moving forward with the implementation of Kuali Curriculum as a system-wide electronic course approval system. Meda Chesney-Lind, from CAPP, and Carolyn Stephenson, from SEC, along with Monica Stitt-Bergh of the Assessment Office, together with representatives from the Academic Affairs Office, attended a session on October 4th with a Kuali consultant from the University of Maryland. ITS is moving forward with the preparation of an RFP to select a company who will be responsible for the modification and implementation of Kuali Curriculum for use at the University of Hawai‘i.

We anticipate that there will be two areas where faculty participation will be important—(1) in the crafting of the items (questions) required for the course approvals and (2) in the discussion of what assessment items, if any, should be included in the system. Hopefully, the first task of crafting the items for course approvals will move smoothly as it should only involve slight editing of existing course approval items from each campus so that a consistent course approval template can be created for system-wide use.

The second task might prove more difficult as presently Mānoa appears to be the only campus that has expressed concerns about using Kuali as an assessment reporting system. Actually, it's difficult to see how this might be done. Both these tasks are projected to occur during Spring 2014 in conjunction with the company that is awarded the implementation contract.

I'm writing to request that SEC recommend faculty members who can assist our office in representing Mānoa in these activities. Perhaps having a CAPP member assist with the first task and a member of the Assessment Committee assist with the second task would make the most sense. For the first task, I think one faculty member working with Wendy Pearson, who will be assuming the responsibility for
course approvals starting in January, would be sufficient. We ask that whoever is recommended have solid knowledge of our current course approval requirements (processing of UHM-1s and UHM-2s).

For the second task, we are planning to assign one of the faculty from the Assessment Office to work with Wendy, in addition to whomever the SEC recommends. This task is likely to require more of a time commitment from all involved. We ask that whoever is recommended have experience with program assessment and with Mānoa’s assessment reporting system.

Since the work is projected to start in early Spring, I request that you submit your recommendations to me by December 13th. Thank you for your assistance.

c: Myrtle Yamada
   Wendy Pearson