

**LEEWARD COMMUNITY COLLEGE**  
**2007-2008 Faculty Senate**

APPROVED Minutes of the February 13, 2008, Meeting

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Linda Currivan, Chair  
Ron Flegal, Vice Chair  
Michael Lane, Secretary

**SENATORS PRESENT:** C. Akina, K. Caldwell, L. Currivan, R. Flegal, M. Fujita, C. Ganne, C. Hochstein, B. Hotta, M. Kamahela, D. Kunimune, M. Lane, S. Laycock, T. Lee, R. Liongson, S. Lum, B. Martel, D. Matsumoto, S. May, B. Nakamura, I. Riseley, J. West

**SENATORS ABSENT:** G. Levy, J. Wang

**GUESTS:** Zeny Estrada, Doug Kaya, Christy Takamura

**CALL TO ORDER:** The meeting was called to order at 3:15 PM with a quorum.

**APPROVAL OF THE MINUTES:** The minutes from January 23, 2008, were approved unanimously with corrections.

**CAMPUS REPORT:**

Christy Takamura and Doug Kaya, Co-coordinators for The Mediation Center at Leeward CC, presented information about the services provided by the center. The Mediation Center began operations last in Fall 2007. The center provides free conflict-resolution services for the LCC family and community.

The center will mediate many types of conflicts including classroom activities, property, relationships, and parenting. In addition, they will provide workshops to train people interested in becoming mediators.

To obtain more information, contact Christy Takamura (455-0333/christy@hawaii.edu) or Doug Kaya (455-0339/douglask@hawaii.edu).

**COMMITTEE REPORTS:**

EXECUTIVE COMMITTEE

**Chair's Report**

Chair Currivan distributed copies of the Phase Two Planning - Standing Committee Handbook, which outlines the purposes and responsibilities of the College's Executive Planning Council. She provided the Senate with information from the Executive Planning Council meeting on January 31, 2008.

The Chair expressed the desire that the meetings, which were renewed at the request of the Faculty Senate, will serve as a useful mechanism to include the Faculty in decision-making and budgetary processes.

**Motion 08-02 (Hochstein/Martel):** To enter Executive Session.

PASSED - Unanimously

**Motion 08-03 (Matsumoto/Riseley):** To rise from Executive Session.

PASSED - Unanimously

**Motion 08-04 (Hochstein/Liongson):** To remand the amended Student Academic Grievance Procedure to the Administration.

PASSED - Unanimously

The Senate toasted the memory and contributions of fellow senator and colleague Karen Fujishima-Lee.

Curriculum Committee Chair May asked the Senate to suspend the by-laws to allow early Senate elections so that he would have sufficient time to work with the newly-appointed Curriculum Committee Chair.

**Motion 08-05 (May/Hochstein):** To suspend the by-laws to hold early Faculty Senate elections.

PASSED - Unanimously

The senators-elect for the Faculty Senate 2008-2010 will participate in the elections at the March 5, 2008, Faculty Senate meeting.

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE – – Chair Kunimune distributed a report from the AIS Committee meeting on January 30, 2008. The report included an update on cat and dog droppings, a recommendation to fix a drinking fountain, a request for an update on the Campus Beautification Fund, and the naming of a candidate for a possible campus recycling committee.

New issues included reports on wasp nests, graffiti, the custodians' responsibilities for cleaning offices and classrooms, gum removal, larger tablet chairs for large students, and restroom renovations.

**BUDGET & PLANNING** – Chair Fujita announced that the LCC Strategic Planning Committee will present the first draft of the Strategic Plan at a Joint Campus Council/Faculty Senate meeting in the Student Lounge on Wednesday, February 27, 2008.

The Chair distributed copies of a Strategic Plan Update and explained that five subcommittees will formulate Leeward CC's action outcomes in the areas determined by the UH System:

1. Native Hawaiian Educational Attainment
2. Hawaii's Educational Capital
3. Economic Contribution
4. Global Competitive Workforce
5. Resources and Stewardship

#### CURRICULUM COMMITTEE

**Motion 08-06:** The Curriculum Committee moves to maintain its membership of three representatives from each unit. If a division does not appoint three representatives that division agrees to be underrepresented until it is able to have full representation.

PASSED - Unanimously

**Motion 08-07:** To make the Academic Review Board a subcommittee of the Curriculum Committee and to replace the current Board co-chairs with a chair appointed by the Curriculum Committee Chair.

PASSED - Unanimously

**Motion 08-08:** To approve new course proposals for ACC 137 Business Income Taxes, ICS 185L Local Area Networks Lab, ICS 186L Wide Area Networks Lab, and ICS 187L TCP/IP Lab.

PASSED - Unanimously

**Motion 08-09:** To approve course modification proposals for ACC 150 Using QuickBooks® in Accounting and ACC 155 Using Spreadsheets in Accounting.

PASSED - Unanimously

ELECTIONS COMMITTEE – No report

FACULTY COMMITTEE – No report.

GEN ED COMMITTEE – Chair Matsumoto distributed a GEN ED Foundations Board report to the Senate:

1. UH Multi-Campus Focus Board

The UH Multi-Campus Board voted to approve Maui CC's revised proposal to join the multi-campus articulation agreement. Maui CC's revised proposal contains a common Foundations program with additional degree requirements placed separately.

2. LCC Foundations Board

The Board met on Tuesday, February 5, 2008, to review and vote on renewal applications. As a result, the following course designations were renewed for an additional five years through Summer 2013: ART 175 (FG), ART 176 (FG), GEOG 151 (FG), MATH 100, (FS), MATH 205 (FS), and ICS 141 (FS).

3. Spring 2008 Deadline for Renewals and New Designation Proposals

The Spring 2008 deadline is Friday, February 29, 2008.

LEGISLATIVE RELATIONS COMMITTEE – Chair West informed the Senate that Kapi'olani CC proposed a bill requesting two million dollars to fund a digital media program.

PROGRAM REVIEW COMMITTEE – No report.

STUDENT COMMITTEE – No report.

**AD HOC COMMITTEES**

CONTINGENT FACULTY/LECTURERS

**Motion 08-10:** As a minimum requirement, honorary awards shall be granted each lecturer who has at least 10 (academic) years of service at Leeward Community College. Each 10 years of service will entitle a lecturer to such an honorary award. The honorary awards may consist of a certificate, emblem, pin, or other memento. The cost of such awards shall be kept to a minimum.

PASSED – Unanimously

**NEW BUSINESS**

Senator Hochstein informed the Senate about the removal of the student competencies from the College's current catalog. She argued that the competencies should be published in future catalogs and requested that the Senate pass a motion supporting this recommendation.

**Motion 08-11 (Hochstein/West):** To have the Associate in Arts Degree Competencies as stated on pages 64 and 65 of the 2006-2007 catalog included in the 2008-2009 catalog as this is the guidelines by which the curriculum committee uses to determine what courses are included into LCC's AA degree.

PASSED – Unanimously

**ADJOURNMENT:** The meeting was adjourned at 5:15 PM.

**RESPECTFULLY SUBMITTED:** Michael Lane, Secretary