

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

APPROVED Minutes of the May 14, 2008, Meeting

---

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, G. Levy, S. Lum, B. Martel, D. Matsumoto, S. May, B. Nakamura, I. Riseley, J. Wang, J. West

**SENATORS ABSENT:** R. Liongson

**GUESTS:** Mike Wong, Jim Goodman

**CALL TO ORDER:** The meeting was called to order at 3:14 PM with a quorum.

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

**CAMPUS REPORT:**

Mike Wong, LCC Human Resource Officer, informed the Senate about the status of the 2006 reorganization, which is not finished. The Administration currently needs an executive resource; however, the position is not released yet, so they proposed to shift the OCEWD Director position to Director of Planning, Policy, and Assessment to fill current needs. Additionally, this action will release Kathy Hill's faculty position, as she currently serves as the Director of Planning, Policy, and Assessment. Mike Tagawa, CTE Dean, currently takes on the OCEWD Director's responsibilities.

This action satisfies the Senate's request that a faculty position not be converted to an executive position.

Chair Currivan distributed copies of the revised Student Academic Grievance Procedure.

<p><b>Motion 08-44:</b> To approve the revised Student Academic Grievance Procedure.</p>
--

<p style="text-align:center">PASSED - Unanimously</p>
---

**COMMITTEE REPORTS:**

EXECUTIVE COMMITTEE – No report.

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE – Chair Kunimune distributed a report for the May 7, 2008, AIS Committee meeting. The report included an update on a rat infestation in the AAT instructor’s office, campus security and parking lot lighting issues, and recommendations from the Recycling Committee.

BUDGET & PLANNING – Chair Fujita announced that the College’s Strategic Plan would not be completed by April 2008. The UH System’s SP should be completed by July 2008, and this report is necessary to complete the College’s SP. New information will be presented at Fall 2008 Convocation.

CURRICULUM COMMITTEE – Chair May presented a number of academic subject certificate, certificate of completion, and course modification proposals; and one new course proposal.

**Motion 08-45:** To approve program modification proposals for Associate in Applied Science Culinary Arts; Certificate of Achievement Culinary Arts; Certificate of Completion Dining Room Supervision; Certificate of Completion Baking; and Certificate of Completion Preparation Cook.

PASSED - Unanimously

**Motion 08-46:** To approve program modification proposals for Associate in Applied Science Culinary Arts; Certificate of Achievement Culinary Arts; Certificate of Completion Dining Room Supervision; Certificate of Completion Baking; and Certificate of Completion Preparation Cook.

PASSED - Unanimously

**Motion 08-47:** To approve course and program modification proposals for DNCE 132 Modern Dance II; DRAM 221 Beginning Acting I; Academic Subject Certificate Writing; MUS 104 Beginning Jazz Ensemble; BIOL 124L Environment and Ecology Lab; BIOL 172L Introduction to Biology II Lab; PHIL 101 Introduction to Philosophy: Morals and Society; HUM 261 Hawaiian Literature; and HUM 262 Literature of Oceania.

PASSED - Unanimously

**Motion 08-48:** To approve a new course proposal for DRAM 220 Beginning Voice and Movement.

PASSED - Unanimously

*The following experimental courses were approved by the Vice Chancellor effective Fall 2008:*

**BUSN 197D INTRODUCTION TO MEDICAL CODING (3 credits)**

*Prerequisites:* HLTH 110 Medical Terminology and BUSN 104 Basic Medical Office, or BUSN 284 Medical Terminology and Procedures and BUSN 170 Records and Information Management, or permission of instructor. Approved by the Curriculum Committee Chair 2/19/08

**HWST 298 CONTEMPORARY HAWAIIAN ISSUES (3 credits)**

*Prerequisites:* •ENG 100 with a grade of C or better or equivalent or instructor approval.  
•HWST 107 with a grade of C or better or instructor approval. Approved by the Curriculum Committee Chair 2/19/08

***Correction to AS Business Technology:*** BUSN 242 was mistakenly moved from the Specialization list to a core requirement during a program modification in 2006-2007. This has been corrected in the 2007-2008 catalog and will be corrected in Curriculum Central.

Eight experimental courses were approved effective Spring 2008: ICS 198B Local Area Network Lab; ICS 198C Wide Area Networks Lab; ICS 198D TCP/IP Lab; ACC 197 Business Income Taxes; ICS 197M Introduction to Programming Through 3D Animations; BUSN 197B Public Health Administration; MGT 197 Agricultural Entrepreneurship; and BUSN 97C Keyboarding.

Chair May distributed a list of 81 courses completing course review and assessment in the 2007-2008 academic year.

ELECTIONS COMMITTEE – No report

FACULTY COMMITTEE – No report.

GEN ED COMMITTEE – Chair Matsumoto distributed copies of the Gen Ed Committee's Annual Report.

The 2007-2009 Gen Ed Diversification Board:

- Mark Minasian DA (Arts)
- Paul Lococo DH (Humanities)
- Michael Nester DL (Literature)
- Weirong Cai DS (Social Science)
- Natalia Schmidt DB (Biological Science)
- Michael Reese DP (Physical Science)

At its first formal meeting in Spring 2008, the Board elected Paul Lococo as Chair.

All LCC Diversification courses presently accepted for articulation into the UH-Manoa Diversification category have had this articulation agreement renewed indefinitely.

Two courses were submitted to the Board for inclusion in the DB category, but were not submitted in time for review this semester. These courses will be reviewed by the Diversification Board in Fall 2008, and then submitted to the Curriculum Committee and Faculty Senate for approval.

The following courses were reviewed and approved for renewal in the LCC Diversification Category:

DH: HIST 242, HIST 281, and MUS 106

DL: ENG 251 and ENG 253

DA: MUS 108

DS: ANTH 150 and ANTH 200

DB: BIO 100 and BIO 101

Chair Matsumoto distributed annual report from the Diversification Board Chair Paul Lococo. Senator Nakamura, Writing Committee Chair, submitted the Committee's Annual Report.

LEGISLATIVE RELATIONS COMMITTEE – Chair West distributed a handout listing the status of major bills during the last legislative session.

PROGRAM REVIEW COMMITTEE – No report.

STUDENT COMMITTEE – No report.

### **AD HOC COMMITTEES**

CONTINGENT FACULTY/LECTURERS - No report.

### **UNFINISHED BUSINESS**

The Senate deferred a vote on Senate nomination and voting procedures until the start of the 2008-2009 Faculty Senate.

### **NEW BUSINESS**

Chair Currivan asked the current Standing Committee Chairs to serve during the coming 2008-2009 academic year, if possible.

### **ANNOUNCEMENTS**

Senator Kamahele, the College's representative on the Native Hawaiian Council, announced that five positions for the College were funded through a Native Hawaiian budget initiative. The positions include Shade House Manager, Grants Coordinator, Coordinator of Native Hawaiian Support Programs, Counselor, and Instructor – Hawaiian Studies.

**ADJOURNMENT:** The meeting was adjourned at 4:26 PM.

**RESPECTFULLY SUBMITTED:** Michael Lane, Secretary