

LEEWARD COMMUNITY COLLEGE
2010-2011 FACULTY SENATE MINUTES

Minutes of the May 11, 2011 Meeting

Paul Lococo, Chair

Raymund Liongson, Vice Chair

Alex Ramos, Secretary

Senators Present: Eunice Brekke, Eileen Cain, Christian Ganne, Candace Hochstein, Momiala Kamahela, Roy Kamida, Michael Lane, Paul Lococo, Tracie Losch, David Millen, Kabi Neupane, Kay Ono, Alejandro Ramos, Tara Rojas, Jay Sakashita, James Stroble, Melanie Van der Tuin, Greg Walker

Senators Absent: Helmut Kae, Raymund Liongson, Erin Loo, Ian Riseley, Natalia Schmidt

Guests: Keith Knuuti

Additional Document Links: [The Agenda](#)

Call to Order: The meeting was called to order at 3:14 PM with a quorum.

Approval of the Minutes:

The April 20, 2011 minutes were unanimously approved with the following amendment(s):

- Page 3, replace *rational* with *rationale*
- Where LCC is found, replace with Leeward CC
- Page 5, replace *Program Review (Brekke)* with *Program Review (given by Brekke)*
- Page 5, add "recycling efforts" after \$400
- Page 6, correct misspellings of name(s)
- Page 8, Senator Hochstein initiated the motion with Senator Kamahela seconding the motion
- Page 9, replace Loo with Rojas; replace 4/22/2011 with 4/29/2011

Campus Report:

April 2011 Faculty Senate Survey: Senate Chair Lococo asked the Faculty Senate what it wanted to do with the Senate Survey Report. Senator Brekke stated that the analysis is good but adding the response rate would improve the report. Senator Ono motioned to accept the results of the survey; seconded by Senator Kamahele.

Motion 11-30: To accept the Report on the Faculty Senate Survey as submitted by the Senate Chair, with the addition of response rate before submission to general faculty.

Yes: 17, Oppose: 0 , Abstention: 0

Administrative Evaluation: Chair Lococo informed the Senate that we cannot evaluate individual administrators, but we can evaluate the administration as a whole. Chair Lococo noted that since the Senate is reviewing Student Evaluations in the Fall, it could take up administration evaluation as well. Further discussions tabled for the incoming Faculty Senate.

Appointments:

Senate Chair Lococo asked the Faculty Senate to vote on the following two appointments:

1. Space Committee: membership of the Space Committee is comprised of 4 faculty members on staggered 2 year terms; Chair Lococo would like to re-appoint Kay Caldwell and appoint Michael Nester to the committee; Michael Nester was previously on the committee, but has been on leave for 2 years; both have agreed to the appointment. Senator Kamida asked about Michael Nester's division. He was informed that Michael Nester is from the Arts and Humanities division.

Appointments approved unanimously

2. Ad-hoc Committee Chair: At the April 20 meeting the Faculty Senate approved an ad-hoc committee to analyze the campus mission statement; Chair Lococo appointed Susan Lum, who will be a senator next fall semester and will be Vice-Chair of the Senate to chair the committee; Senator Kamahele remarked that she has talked to the Chancellor about increasing the committee size by "another body," in addition to the Senate, Campus Council, and Student Government.

Appointment approved unanimously

Voting Items:

1. Program Review Committee Statement on Assessment

Program Review Committee Chair Brekke submitted a draft Statement on Assessment for review. Senate Chair Lococo stated that the draft is saying that the faculty should be committed to student learning but we are not telling them how to go about it.

Senator Cain: would prefer to convey the idea that we are endorsing the statement; FS should not be saying to faculty that “they are expected to.”

Senator Ono: it’s a professional responsibility; but if it’s going to create an uprising, change “expected” to “encourage.”

Senator Hochstein: concerned that FS is commanding faculty ***that they must do it.***

Senate Chair Lococo: what the statement is allowing for is a professional tool to perform a self-assessment.

Senator Sakashita: put a statement at the bottom of the page to read: “the faculty member is not assessed in the process.”

Senator Van der Tuin: the sentence we are talking about does not determine extent of involvement (i.e., hours); you just need to be involved.

Recommended changes to Statement on Assessment: remove the word ALL.

Motion 11-31: To accept the Program Review Committee's Statement of Assessment, with the one recommended change

Yes: 15, Oppose: 0 , Abstention: 2

2. Revision / Adoption of CCCM

Chair Lococo informed the senate that CCCM 6000, 6001, 6003 are considered no longer in practice, but there is nothing to replace them. These CCCMs (Chancellor of Community Colleges Memos) deal with policy and procedures on Authorization to Plan a New Academic Program and what is required to be in a new course proposal or course modification proposal. CCCM 6004 and 6005 deal with Academic Credentials, Degrees, and Certificates. Reference especially CCCM 6100 (New and Modified Courses) and 6001 (New Programs).

Proposal: to use the 6000 series CCCMs to guide curriculum development unless or until replaced by campus or UH System policy.

Senator Hochstein: voices support for use of 6000 Series CCCMs unless replaced.

Senator Lane: If we adopt CCCM, how do we know what it superceded? How are we supposed "to know these things?" Maybe Chair Lococo could send out CCCM link to everyone in the FS. Chair Lococo agrees to do this, and also to send out a list noting replacements up to this time.

Senator Stroble: what is the position of the other community colleges on this?

Chair Lococo: KCC uses them with modifications.

Senator Lane: this goes right along with AS vs. AA; does CCCM explicitly say what an AS should be?

Senator Kamahele: does the CCCM provide guidelines to create, say, an AAT?

Senator Hochstein: the CCCM provides the process to create say an AS is welding; CCCM provides guidelines such as not hiring faculty for temporary programs, or programs that have not received final BOR approval.

Motion 11-32 (Lane/Hochstein): To use the 6000 Series CCCM to guide in curriculum development unless or until replaced campus or UH system policy

Yes: 17, Oppose: 0 , Abstention: 2

COMMITTEE REPORTS:

1. Faculty (Ono)

Faculty Committee Chair Ono presented a report from the Community College Task Force. The residency requirement calls for 12 credits at the college to complete an AA degree. This requirement needs to be clarified.

2. AA GenEd Core Review (Hochstein/Lane)

Senate Chair informed the Senate that the Leeward CC Administration has approved the recommended changes to the AA GenEd Core. He will notify the general faculty once the Chancellor has determined the effective date of the changes. This committee has admirably completed its task and is therefore now dissolved.

Announcements

Senate Chair Lococo called on Committee Chairs to submit their annual reports to him and the Senate Secretary. He also asked all Senators not continuing on the Senate next year to informally submit to him a memo concerning their Senate experiences and any recommendations they may have for the Senate Chair and/or the Senate as a whole.

MEETING ADJOURNED: 4:55 P.M.