

LEEWARD COMMUNITY COLLEGE
2010-2011 FACULTY SENATE MINUTES

OFFICIAL Minutes of the December 15, 2010 Meeting

Paul Lococo, Chair
Raymund Liongson, Vice Chair
Alex Ramos, Secretary

SENATORS PRESENT: Eunice Brekke, Christian Ganne, Candace Hochstein, Helmut Kae, Momiala Kamahela, Roy Kamida, Michael Lane, Paul Lococo, Erin Loo, Tracie Losch, David Millen, Kabi Neupane, Kay Ono, Alejandro Ramos, Ian Riseley, Tara Rojas, Jay Sakashita, Natalia Schmidt, James Stroble, Melanie Van Der Tuin

SENATORS ABSENT: Eileen Cain, Raymund Liongson, Greg Walker
GUESTS: Barbara Hotta, Donna Matsumoto

ADDITIONAL DOCUMENT LINKS: [The Agenda](#)

CALL TO ORDER: The meeting was called to order at 3:11 PM with a quorum.

APPROVAL OF THE MINUTES: The minutes of the December 1, 2010 meeting were unanimously approved (note: ONC215V as it appeared in the unofficial minutes to be changed to OCN215V in the published official minutes)

CAMPUS REPORT:

Senate Chair Lococo reported the following:

1. Accreditation Timeline Update

Expected visit by ACCJC Fall 2012. An ACCJC evaluation team will visit Leeward CC in October 2012. Leeward's Self Evaluation Report to be mailed by August 2012. Draft of report to be written Spring 2011-Fall 2011. Faculty Senate involvement will be critical, especially in the 2011-2012 academic year. Faculty Senate will need to review drafts, make recommendations, approve prior to sending it out to ACCJC. Guest Donna Matsumoto commented that during a Campus Council meeting, Chancellor Manny Cabral stated that the self evaluation should be and is being approached with the rigor similar to developing a tenure document at the campus level. Senate Chair Lococo also highlighted a comment by the Self Evaluation Steering Committee Co-Chairs, the concern over the relative lack of senior faculty involvement in accreditation. Senior faculty have knowledge and experience that are extraordinarily helpful as we go through the accreditation process.

Also mentioned during the discussion is that a budget process survey will be sent out to the faculty by Campus Council sometime during the Spring 2011.

2. Hybrid Classes

Barbara Hotta informed the senate that there are problems identifying which classes are offered as hybrid in LCC's course schedule. ACCJC defines hybrid as having 50% or more of the class offered through a mode of distance or electronic delivery. Where this becomes critical is when a program or certificate is being offered with 50% or more of the courses through a mode of distance or electronic delivery. Currently there is no way

to determine this in the schedule where hybrid classes are concerned since courses are not identified as hybrid. When we submitted our last substantive change report, we included those programs and certificates that had distance delivered courses in them...whether they were at 50% or just close to it. To be on the safe side we should identify hybrid classes in the same way we do for WWW or Cable. Senator Hochstein questioned that given the push for more distance education classes, is LCC covered? Senator Hochstein asked if it was just a reporting requirement or was there more to it..

CHAIR'S REPORT:

1. Achieving The Dream Intervention Strategies

Proposals being accepted for UHCC Achieving the Dream Intervention Strategies. Senators instructed to review the email on how to submit proposals sent out by Dean Della Kunimune.

2. Common Grading Policy Task Force

The UHCC Vice-President's office has convened a task force examining Common Grading Policy Initiatives. Chair Lococo appointed Senator Kay Ono as Leeward Faculty Senate's representative at the task force meetings. Vote to approve the appointment Senator Ono to the task force:

Approve 19, Oppose 0, Abstain 0

3 UH E-Mail Migration to Google Mail

Chair Lococo presented information and a Q&A Handout from UH-System IT office regarding the eventual migration of UH email to Google Mail. Timeline as to its implementation not provided, but training workshops on this transition to Google Mail scheduled for Spring 2011 at all campuses. Senator Stroble expressed a concern as to what Google was getting out of all this. Senator Lane commented it could possibly be marketing, to get campuses involved with Google, akin to what Apple was doing in college campuses nationwide.

Motion 10-58 (Lane/Ono): To endorse migration to Google Mail

Motion is approved with 17 Ayes, 1 Opposed, 1 Abstention

4. Campus wide Common Course Alpha and Numbering System

Goal of system-wide common course alpha and numbering system is 100% articulation. Senator Ono commented that there are courses with the same alpha and numbering but with different contents. Who then determines what content should be given the goal of 100% articulation? Senator Hochstein commented that adoption of this goal would greatly impact Curriculum Central. This would also require a great deal of cooperation between the campuses to ensure consistency and integrity of Curriculum Central content. Senator Hochstein asked if this would

eliminate hallmarks. General concern was expressed regarding one campus renumbering a course yet content remains the same. Senator Lane proposes a motion to support the goal of 100% articulation but not the statement of common alpha and course numbering itself.

Motion 10-59: To support the goal of 100% articulation of all courses across the UH System campuses.

Motion is approved with 15 Ayes, 2 Opposed, 1 Abstention

COMMITTEE REPORTS:

A. Executive Committee (Liongson/Ramos)

Senator Liongson to report regarding WO Learning Champions

B. Standing Committees

1. Academic / Institutional Support (AIS) (Riseley)

Concern has been expressed regarding backup of Curriculum Central files and security of those files. The committee is discussing whether or not these are issues that should be taken up formally by the Faculty Senate.

2. Budget & Planning Committee (Kamida)

Follow up on the \$200,000 Success Project continues; discussion with Vice-Chancellor Mark Lane on this and overall budget process.

3. Curriculum Committee (Lane)

The Curriculum Committee approved the following course or program modification, or course deletion proposals and asked the Faculty Senate to accept the committee's recommendations.

Additions: Math 9 Whole Number Skills, Math 16 Math Study Skills

Motion 10-60: To accept the course additions above as recommended by the Curriculum Committee

Motion is approved with 19 Ayes, 0 Opposed, 0 Abstention

Program Modifications: CC Medical Receptionist, CC Administrative Support

Motion 10-61: To accept the course modifications above as recommended by the Curriculum Committee

Motion is approved with 19 Ayes, 0 Opposed, 0 Abstention

Senator Lane reported that Curriculum Committee to meet on January 13, 2011. Curriculum

Central still problematic and while a test server is up, is wary using it. Chair Lococo stated that he has been informed that Curriculum Central server migration to a UH Manoa server delays have been due to UH-Manoa. Senator Ono proposes a motion requesting LCC Administration to provide resources to adequately support and maintain Curriculum Central. Senator Lane suggested we wait till the January 15, 2011 meeting when incoming Senator Albritton could be asked questions regarding Curriculum Central. Proposed motion by Senator Ono is tabled.

4. Elections (Liongson/Loo)

Executive Board elections to be held January 19, 2011. Senator Hochstein requested a list of incoming senators. Chair Lococo to provide list.

5. Faculty (Ono)

Grading Policies Survey - Senator Ono provided hardcopy document of a worksheet highlighting the range of grading methods throughout the campuses, some of which were unfamiliar. Given the wide range of grading methods, developing a grading survey for the campus would be difficult.

6. GenEd Foundations (Hochstein/Millen)

No report.

7. Legislative (Liongson)

No report.

8. Program Review (Brekke)

No report.

9. .Student Committee (Kamahele)

Vote on the Student Academic Grievance Policy deferred to January 2011 meeting.

C. Ad-Hoc Committee

1. Contingent Faculty/Lecturers (Stroble)

No report.

2. AA GenEd Core Review (Hochstein/Lane)

First meeting scheduled February 2, 2011.

Old Business

Chair Lococo brought up the residency issue first presented to the senate at the December 1 meeting. The UHCC office is requesting senates approve the following motion: "To graduate with a degree from a University of Hawaii Community College, a/the student must have earned a minimum of 12 credits of program courses in the degree major from that college." Discussion centered on questions regarding additional requirements and how CTE programs would be impacted by such a policy. Issue was tabled for the 1/19/11 meeting.

New/Other Business

Senator Brekke asked that the senate discuss the possibility of arranging for an espresso cart on campus. Senators Riseley and Millen informed the senate that the issue has previously been discussed by the Leeward Culinary faculty and administration, but for reasons unknown the administration let the issue lag. Senators were informed that there will be a Subway store in the cafeteria sometime in the Spring 2011 semester.

Announcements

Senator Ono reminded senators of the upcoming Wo speaker to come on campus either March 8 or March 14, 2011. Faculty should consider what topics should be discussed.

Senator Ono also stressed the idea that faculty should have opportunities to meet and know fellow faculty members who are not in their same units/divisions. This is not only a social issue, but will also help with issues such as sustainability and passing on institutional memory.

Senators were reminded by Chair Lococo of the ACCFSC/UHPA sponsored budget workshop being held January 7 and 8, 2011. To be held at the UH-Manoa law school library. All faculty eligible, but need to register if attending in person.

MEETING ADJOURNED: 4:55 P.M.