

LEEWARD COMMUNITY COLLEGE

2008-2009 Faculty Senate

OFFICIAL Minutes of the December 3, 2008, Meeting

Linda Currivan, Chair
Paul Lococo, Vice Chair
Michael Nester, Secretary

SENATORS PRESENT: Linda Belisle, Ann Berner, Kay Caldwell, Linda Currivan, Jake Darakjian, Ron Flegal, Michael Fujita, Stephen Herr, Candace Hochstein, Momi Kamahale, Gail Levy, Alan Leitner, Paul Lococo, Bobbi Martel, Stanley May, Wayne Muromoto, Barry Nakamura, Michael Nester, Ian Riseley, Andy Stroble, Greg Walker and James West

SENATORS ABSENT: Susan Lum

GUESTS: Orlino Caraang, Jr. and Lion Martell

ADDITIONAL DOCUMENT LINKS

[The Agenda](#)

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

APPROVAL OF THE MINUTES: The minutes from October 29, 2008, were accepted with one minor correction.

CAMPUS REPORT:

Chair Currivan announced that both she and Senator Hochstein will be attending a meeting with Jim Goodman and Linda Randall dealing with the Dual Enrollment MOA with the University of Hawaii–West Oahu.

Chair Currivan also updated the senators on the UH Presidential Search. In addition to the earlier open letters, UH Hilo also sent an open letter voicing its concerns about the faculty representation on the search committee. No changes will be made to the committee makeup, but the meetings are open and anyone can attend. The next meeting of the search committee will be December 12th.

Secretary Nester provided a report about the consultant visit for the University Funding Task Force in relation to Act 188. ([View Report](#))

Chair Currivan once again noted the [Traits of Effective Senates](#) document and asked senators

to provide feedback to her as a starting point for the assessment and evaluation procedure the Senate is undertaking. Chair Currivan noted that both Honolulu Community College and Kauai Community College are currently conducting program reviews for the administration and proposed, since the precedent has been established, that this assessment of the Senate should be in coordination with a review of the effectiveness of the administration at Leeward Community College.

Chair Currivan provided a handout illustrating the Board of Regents recommendations for the 2009-2011 General Funded Initiatives, and basically, the BOR does not recommend any money for the proposed programs or initiatives. They do, however, seem committed to a ten percent reduction in electricity.

Chair Currivan requested a volunteer from the Senate membership to serve on the Travel Grant Committee. Senator Herr volunteered.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE

Chair's Report: [View Report](#)

Secretary Nester gave a presentation illustrating the potential for creating a paperless Senate meeting. All handouts and committee reports can be submitted electronically for viewing on laptop computers during the monthly Senate meetings. The school has a COW (Classroom on Wheels), and Senator Walker has agreed to bring it to the meetings so that senators can have laptop computer access. As long as reports are submitted to Secretary Nester by the Tuesday before the Senate meeting, then he can create an electronic agenda for use at the meeting. After the demonstration, the following motion was made:

Motion 08-53 (Berner/Fujita): To use the spring semester as a trial run for conducting meetings using electronic agenda, handouts and committee reports and for creating and storing minutes electronically.

PASSED - Unanimously

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE: [View Report](#)

As per "Old Business" item number six in the attached document, Chair Currivan will send out a memo to the Division Chairs' list-serve.

BUDGET & PLANNING

The committee is waiting for a report from Mark Lane relating to Administration and Faculty salaries over the last seven years.

CURRICULUM COMMITTEE

Senator Berner announced that the old Curriculum Central is going down between December 27th and January 4th. The New Curriculum Central will be up beginning on January 5th, though the old version will still be used for programs. Also, Chair Berner noted that all references in Curriculum Central to the school should be in the form "Leeward CC" or "Leeward Community College," not "LCC."

The Curriculum Committee report containing recommendations for modifications and deletions is available at the following link: ([View Report](#))

Motion 08-54: To delete the following courses: ART 100, DRAM 230 and DNCE 170.

PASSED - Unanimously

Motion 08-55: To modify the following courses based on the recommendations of the Curriculum Committee: BUS 120, ED 285, MKT 120, DRAM 260 and ENG 256.

PASSED - Unanimously

ACADEMIC REVIEW BOARD: Chair Levy reported on a discrepancy in the catalog relating to the prerequisite for "WI" courses: the current catalog only says that successful completion of ENG 100 is required, but in most other places, the stipulation is given that ENG 100 must be passed with a grade of "C" or better to get into a WI course. Some in the administration seem in favor of accepting "D" grades, but changing of the "C" or better requirement would seem to trigger shared-governance issues. After discussion, the senate affirmed that to better prepare students for the rigors of WI classes that the "C" or better stipulation should remain in effect. In fact, many noted that the grade stipulation is a faculty prerogative. As a result, the following motion was made:

Motion 08-56 (West/Stroble): To send a memo to the administration reiterating that a "C" in ENG 100 is required to take a Writing Intensive course.

PASSED - Unanimously

ELECTIONS COMMITTEE

The committee announced the Senate elections would be complete next week: the results will be delivered to Chair Currivan either late on December 10 or early December 11.

FACULTY COMMITTEE: No Report

GEN ED COMMITTEE: No Report

LEGISLATIVE RELATIONS COMMITTEE: No Report

PROGRAM REVIEW COMMITTEE

Assessment Team Report: [View Report](#)

STUDENT COMMITTEE: No Report

AD HOC COMMITTEES

CONTINGENT FACULTY/LECTURERS: No Report

UNFINISHED BUSINESS: None

NEW BUSINESS - No new business

ANNOUNCEMENTS:

1. The Senate room, AM 209, is set to be renovated starting December 15th. It may not be available for our next meeting.
2. The LCC Dance concert will be held this Friday, December 5th, at 7:00 p.m. in the LCC Theatre.
3. The Digital Media Showcase is being held in the Student Lounge. Senators are urged to

attend at the conclusion of this meeting.

ADJOURNMENT: The meeting was adjourned at 4:55 PM.

Minutes respectfully submitted by Michael Nester, Secretary