

LEEWARD COMMUNITY COLLEGE
2010-2011 FACULTY SENATE MINUTES

OFFICIAL Minutes of the December 1, 2010, Meeting

Paul Lococo, Chair

Raymund Liongson, Vice Chair

Alex Ramos, Secretary

SENATORS PRESENT: Eunice Brekke, Eileen Cain, Candace Hochstein, Helmut Kae, Momiala Kamahale, Roy Kamida, Michael Lane, Raymund Liongson, 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, Greg Walker,

SENATORS ABSENT: Christian Ganne

GUESTS: None

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 October 27, 2010 meeting were unanimously approved.

CAMPUS REPORT:

Senate Chair Lococo reported the following:

1. Self-Study/Evaluation Revised Timeline from the Leeward Accreditation team

Key change that involves the Senate is that the final draft will be approved on May 2012 rather than August 2012.

2. Shared Governance

Chair Lococo noted that the basic shared governance policy of Leeward CC is posted on the campus web site. The full description and principles guiding the policy will be posted later.

3. Administration Building Renovation

At the 10/27/10 Senate meeting the Chair was asked to contact Mark Lane, Vice-Chancellor of administrative services, regarding the status of the renovations to the Administration building. Renovation will commence in Fall of 2011 at the earliest, and there are ongoing discussions regarding relocation of administrative offices during the period of renovation.

4. Backup of Curriculum Central Data

At the 10/27/10 Senate meeting concern was expressed regarding backup of Curriculum Central data. Chair was tasked to enquire about this issue. According to Thanh Giang there is not only daily backup of Curriculum Central, but regular full backups are also conducted. In the future, this data will be housed on servers at the UH-Manoa campus.

5. Administration Team Invited To Report Updates On Campus Issues

Chair Lococo reported that the administration team was invited to report updates on campus issues to the Senate. Both VC Lane and VC Pecsok were very open to the offer and stated that possibly the first meeting of the Spring semester they could report in person (or their designee if they cannot personally attend) and answer any questions or concerns senators might have.

CHAIR'S REPORT:

September 22, 2010 Faculty Senate Meeting minutes require clarification with respect to section reporting on the September 17, 2010 meeting of the CCCFSC stating that LCC-Waianae courses were now classified as Distance Ed courses. An October meeting of the Accreditation Committee with John Morton, Vice President for Community Colleges clarified that LCC-Waianae courses taught on that campus were NOT considered Distance Ed. Further clarified that "DE" refers to mode of delivery and not the location of the delivery. However, the September 22, 2010 minutes accurately recorded what was discussed during the 9/17/2010 CCCFSC meeting. Senator Hochstein suggested that an addendum or note could be inserted on the bottom of the 9/22/2010 minutes linking it to the 12/1/2010 minutes reflecting the clarified understanding of LCC-Waianae courses classification.

Motion 10-54: To accept the insertion of an addendum or note on the bottom of the 9/22/2010 minutes linking it to the 12/1/2010 minutes.

Motion is unanimously approved, with 20 Ayes, 0 Opposed, 0 Abstentions.

From ACCFSC (All Campus Council of Faculty Senate Chairs) meeting of 11/19/10:

1. International Engagement Mission Statement

Comments regarding the proposed UH International Engagement Mission statement were accepted directly by the Task Force on International Engagement up to 11/30/10.

2. UH Data Breach

UH Vice-President David Lassner reported on the recent UH-West Oahu data breach. With a lawsuit in progress, he is limited in what he may say publicly. However, he did emphasize that the problem is not with the UH's data security policy, but with implementation. Being an academic institution, we wish to have maximum flow of information consistent with security of personal data. Unlike a bank, we cannot simply lock up our servers. A consultant has been hired and the system will act on the consultant's recommendation. VP Lassner also noted that the Federal Government is demanding that illegal downloads be reported.

3. Student Conduct Code

Held over from last semester. At that time the Leeward CC senate had expressed some concerns with the proposed Student Conduct Code. Chair Lococo asked senators to look over again those concerns and provide direction for the next ACCFSC meeting.

4. “Forcing” Students w/”excess” credits to graduate (UHM)

At the ACCFSC meeting concern was expressed that students at UH-Manoa with credits far exceeding the number needed to graduate were taking up spaces in lower-division courses needed by freshmen and sophomores. The campus was considering what actions might be taken to alleviate this situation.

5. “Faculty” Distributive Learning Advisory Committee (DLAC)

As the UH-System level DLAC seems moribund, the ACCFSC—with approval of UH-System administration—has organized a “Faculty” DLAC. A representative from each campus will be on this committee. Senator Greg Walker has agreed to be Leeward Senate’s representative.

6. Migration to Google Mail

Eventually the UH-system will migrate to Google Mail. The “hawaii.edu” domain address will remain, but there will be far more space on the servers and we will have access to all Google Tools and Forms. Nobody will be forced to migrate over, however at a certain point there will no longer be support for the UH-based email.

7. Proposed Budget Workshop

Chair Lococo noted that the Faculty Union, UHPA, has agreed to fund a proposed series of workshops in early January regarding university/college budgets. The Vice-President for Community Colleges John Morton believes these are not necessary, and the UH-System office therefore decided not to fund them through the system office. Further information will be provided to senators as well as the faculty at large as soon as more becomes available.

COMMITTEE REPORTS:

A. Executive Committee (Liongson/Ramos)

No report

B. Standing Committees

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

Senator Riseley indicated concerns by AIA over the backup of Curriculum Central at their recent committee meeting. Curriculum Central had been down several days and was down as well during FS meeting. Senator Lane mentioned that he was told that the server housing Curriculum Central had been sending out “spam.” Hence, possibly the downtime.

2. Budget & Planning Committee (Kamida)

No report. Chair Lococo to encourage Campus Council to communicate directly with Senator Kamida and his committee.

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.

Deletions: BIOL 201, CHEM 171B, OCN 210, OCN 211, OCN 214, OCN 215, OCN 215V, OCN 230, SCI 107, SCI 225, SCI 225L

Motion 10-56: To accept the course deletions above as recommended by the Curriculum Committee

Motion is approved with 21 Ayes, 0 Opposed, 0 Abstention

Modifications: ENG 19, ENG 207, HIST 284, HWST 107, MATH 103, MATH 115, MATH 206, MATH 22, MATH 73, MUS 232B

Motion 10-57: To accept the course modifications above as recommended by the Curriculum Committee

Motion is approved with 21 Ayes, 0 Opposed, 0 Abstention

4. Elections (Liongson/Loo)

Faculty Senate elections ran smoothly, no glitches. Senator Loo mentioned that there have been suggestions to remove names from the bottom of the ballot, to extend the voting period to accommodate the Waianae campus, and going electronic. Senator Liongson stated that appending names to the bottom of the ballot has eliminated ballot stuffing.

Chair Lococo will notify and invite new senators to the January 2011 meeting

5. Faculty (Ono)

Committee to meet in January for the purpose of creating and sending out a faculty survey at the Spring 2011 convocation.

6. GenEd Foundations (Hochstein/Millen)

Met twice. New math course approved: Math 140X, effective Spring 2011 Committee also discussed guidelines for course proposals on filling up certain boxes in the proposal form.

7. Legislative (Liongson)

Abercrombie inauguration on December 6, 2010.

8. Program Review (Brekke)

The proposed revision to the "Curriculum Review and Revision Policy" was presented at the 10/27/10 Senate meeting. Program Review Chair Brekke stated that her committee had incorporated suggestions from that meeting, especially the statement that "Additional pages of the syllabus will reflect the individuality, style, and creativity of the instructor." This is the first examination and review of this policy since its first promulgation in 2003.

Motion 10-55: To accept the proposal of the Program Review Committee and accept the revised version of the "Policy on Curriculum Revision and Review."

Motion is unanimously approved, with 20 Ayes, 0 Opposed, 1 Abstentions.

Chair Lococo will forward the revised policy to Chancellor Cabral for approval.

9. Student Committee (Kamahele)

No report.

C. Ad-Hoc Committee (Stroble)

1. Contingent Faculty/Lecturers (Stroble)

No report.

2. AA GenEd Core Review (Hochstein/Lane)

First meeting postponed till January 2011.

New/Other Business

Per Senator Cain, sustainability initiatives in the works for campus. Chair Lococo to invite Mark Lane to Faculty Senate meeting(s); solar panels to be installed in the future and would be helpful to Faculty Senate for him to discuss initiatives as the foregoing.

Chair Lococo to invite Student Government at our next meeting.

MEETING ADJOURNED: 4:55 P.M.