

**LEEWARD COMMUNITY COLLEGE**  
**2010-2011 FACULTY SENATE MINUTES**

**OFFICIAL Minutes of the September 22, 2010, Meeting**

**Paul Lococo, Chair**

**Raymund Liongson, Vice Chair**

**Alex Ramos, Secretary**

**SENATORS PRESENT:** Eunice Brekke, Eileen Cain, Christian Ganne, Candace Hochstein, Helmut Kae, Momiala Kamahela, Roy Kamida, Michael Lane, Raymund Liongson, Paul Lococo, Tracie Losch, David Millen, Kabi Neupane, Kay Ono, Alejandro Ramos, Ian Riseley, Tara Rojas, Natalia Schmidt, James Stroble, Melanie Van Der Turin, Greg Walker

**SENATORS ABSENT:** Erin Loo, Jay Sakashita

**GUESTS:** Kathy Hill, Bob Hochstein

**ADDITIONAL DOCUMENT LINKS:** [The Agenda](#)

**CALL TO ORDER:** The meeting was called to order at 3:12 PM with a quorum.

**APPROVAL OF THE MINUTES:** The minutes of the September 1, 2010 meeting were unanimously approved.

**CAMPUS REPORT:**

Senate Chair Lococo reported the following:

1. Carryover from last year—need to think of how faculty can conduct assessment/review of Administration. See last semester's draft proposal. Chair hopes the Senate will have its proposed assessment tool devised before the end of this Fall semester.
2. Discussion of need (or lack of) for review of the Faculty Senate Charter and Bylaws. It has been five years since the last review, and 10 years since the last comprehensive review. As no senator wished to propose a formal discussion, the matter was dropped for this meeting.

**CHAIR'S REPORT:**

[Revision of Leeward CC A.A. GenEd Outcomes](#) (from Spring 2010 semester). Proposal for addition of a 7<sup>th</sup> Outcomes category, overarching statements for each category, and renaming the 6<sup>th</sup> category.

**Motion 10-43** Hochstein/Ganne: To accept proposed GenEd Assessment changes as cited above.

Motion is **unanimously** approved.

From ACCFSC and CCCFSC Meetings of 9/17/10:

1. Academic Calendar change

- UH System looking at possible 14 or 15 week schedule per semester.
  - Senators to look at charts provided and decide if further discussion is necessary.
  - Formal request for sense of the Senate at the 10/27/10 Senate meeting.
- a. [15/1 Calendar](#): this would not affect class offering times but would reduce total hours per semester (at 16/1, we are teaching 1 more week than required)
  - b. [14/1 Calendar](#): no spring break; instructional times per week increased

Questions raised:

- a. What were the reasons for the proposals?
- b. Has UH Manoa already discussed this? UH Manoa would be the most affected campus, especially with housing issues.
- c. Students returning home for the summer to the mainland would be negatively impacted as the 4-week summer break would be eliminated if trimesters are adopted

2. Common grading system for CC's: — should there be standardized grades? Great variety of grading methods at the UHCC campuses.

Faculty Committee tasked to examine this issue further.

3. DE programs (\* see note below)

- Major push by Feds and WASC to monitor DE programs
- Hybrid classes now classified as DE by WASC
- LCCW classified as DE by WASC

Senator Hochstein noted that by ACCJC definition LCCW is considered DE because the courses are not taught at the LCC main campus. LCCW courses are categorized as DE courses because of the Federal government's definition of DE as being distributed education. Hybrid courses on the other hand are those classes that are delivered in traditional face-to-face format with some classes conducted outside of the classroom (students need to be notified in advance when these are) and may also have web-enhanced characteristics (i.e. Laulima).

Question raised by Senator Neupane: How would cable classes with lab on campus be classified? Per Hochstein, labs are packaged with actual classes and considered an actual class. For example, 240 and 240L are offered together but are actually separate classes. Chair Lococo stated that classification is imposed by DLAC committee.

4. Major UH-System push to have graduates and/or transfers to 4-year schools

- 4-year schools w/goals for transfers from CC's—UHWO's goals are the most ambitious
- Increased CC numbers should be transferring in 1-2 years

5. UHCC tuition - Now roughly average with comparable Community Colleges across the country. Tuition is now approximate \$88/CR.

6. CTE programs in UHCC system—have 90 different programs across system.

- Initiative by VP for CC's (John Morton) for common standards: if standards were not available externally, UHCC's could develop their own common standards; or, at least common rubrics for assessment.

Senator Ono noted that the DOE is also pushing for common CTE standards because of special recognition that will be given to CTE students in 2014.

7. Common A.A. General Education Core - Should there be a common A.A. General Education core at all CC's? Exactly the same at each campus? Rationale for this is that all campuses would have exact courses and would facilitate transferability of courses from campus to campus. Chair Lococo pointed out that the original selling point for the new GenEd core was the degree of flexibility it provided individual campuses. This would restrict ability of campuses to devise broader AA degree.

8. Mentoring of Probationary Faculty - VP Morton also suggested creating a UHCC-system-wide mentoring of Probationary faculty. This would go beyond tenure/promotion. Questions of the usefulness of cross-campus mentoring came up.

9. Discipline meetings— There is funding available for meetings of disciplines across the UH system. To apply, need:

- system-wide issue
- “champion” –Someone to take the lead in organizing

From ACCFSC meeting with UH President MRC Greenwood:

- The UH budget was finalized during the summer—after council on revenues projection;
- Faculty senates should be more directly involved with Chancellors in budgeting, especially in budgeting for goals of Strategic Outcomes;
- Faculty salaries will be restored—expect legislature to fund, but will be restored;
- Will be making presentation to each campus regarding the recent Education Summit (see online reports/videos);
- Wants to get back authority (for UH president and chancellors) that was taken by Regents after Dobbelle period. Faculty Senates are requested to provide suggestions for revising BOR policies.

[SLO Assessment Pilot Project Report:](#)

**Motion 10-44** Ono/Liongson: To accept SLO Report Pilot Project submitted by DPPA Kathy Hill.

Motion **unanimously** approved.

## **COMMITTEE REPORTS:**

### **A. Executive Committee (Liongson/Ramos) – Senate Website**

Faculty Senate minutes from 2000-2010 publicly available to LCC faculty at large with the exception of 2 months in 2007. Links to these 2 months to be fixed.

### **B. Standing Committees**

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

[Minutes of the AIS meeting held 9/8/2010 provided by Senator Riseley.](#) As previously discussed last Faculty Senate meeting, GT 105 closed since summer of 2010. Reason given by Mark Lane due to expected renovation of the room. Renovation not started as yet and an inquiry was made on possible usage of GT105 pending start of renovation. Written requests for the room with explanation of why that room is requested and why there are no other rooms that can

accommodate the request should be submitted through the usual room request process. Also in mid- to late October, GT-105 may be converted to an overflow classroom if more classrooms are converted into Smart Classrooms.

Senator Cain mentioned, also stated in AIS report, that computer classroom BE 225 was converted into an office. Has made it difficult for faculty who needs to use a computer classroom during morning hours. Della Kunimune looking into finding another room in lieu of BE 225. Question was raised as to whether there were plans to convert more classrooms into offices especially with Learning Commons construction to commence Spring 2010.

Senator Hochstein mentioned that Student Services offices were also being renovated to a “One Stop Shop” service at a cost of approximately \$200,000. Where is Student Services going to go during construction? No timeline provided on the project.

## **2. Budget & Planning Committee (Kamida)**

No report. Candice Hochstein questioned the sources and processes by which the \$200,000 funding the Student Services project was obtained. Motion directing Budget and Planning to look into the issue was made and unanimously approved.

**Motion 10-45:** The Faculty Senate directs the Budget & Planning Committee to inquire with Administration on the processes and sources of the \$200,000 funding the Student Services renovation, as well as the current state of the Leeward CC budget process.

Motion **unanimously** approved

## **3. Curriculum Committee (Lane)**

Chair Lane provided CC report on recently approved course or program proposals and asked Faculty Senate to accept committee’s recommendation. Proposer Bob Hochstein present to explain TV Production modifications were to update courses SLOs.

**Motion 10-46:** To accept the following program modification proposals based on the recommendations of the Curriculum Committee: CC Television Production, CA Television Production, and AS Television Production.

Motion **unanimously** approved

## **4. Elections (Liongson/Loo)**

Faculty Senate elections timeline as follows:

- a. Call for nomination to be made on the first week of October
- b. Nominations accepted October 6-21
- c. Elections, as stated in the by-laws, is on the first full week of November, which is November 1-5

## **5. Faculty (Ono)**

The individuals below have been assigned to the Space and Faculty Committees:

- a. Space (Natalia Schmidt, Kay Caldwell, Michael Fujita)
- b. Faculty (Tommylynn Benavente)

## **6. GenEd Foundations (Hochstein/Millen)**

Recruiting members. Presently at three, looking for two more members.  
Faculty Senate **unanimously** approved the membership for the 2010-2012 period:

Written Communication:

1. Lance Morita
2. Kathryn Fujioka-Imai

Symbolic Reasoning:

1. Gailynn Williamson, Philosophy
2. Jiajia Seffrood, Mathematics

Global/Multicultural:

1. James Fujita, History
2. Jay Sakashita, Religion

Non-Instructional Faculty:

1. Nancy Buchanan, Counselor

#### **7. Legislative (Liongson) – No Report**

#### **8. Program Review (Brekke)**

Committee coming together. Melanie Van Der Turin, Helmut Kae, and Jay Sakashita have joined the committee.

#### **9. Student Committee (Kamahele)**

Presently recruiting committee members; reported one student grievance with committee proceeding with the case. Committee to review SAG procedures and will report finding next Faculty Senate meeting

### **C. Ad-Hoc Committee**

#### **1. Contingent Faculty/Lecturers (Stroble)**

A new rep to Campus Council presumably elected. Senator Stroble to follow up on this. Issue of employment classification was raised with Human Resources as it affects contingent faculty/lecturers with respects to Unemployment Compensation claims. They are considered employed for the Fall 2010 semester even though they may not have any courses assigned.

### **New/Other Business**

1. **Item from Last Semester:** Per Chair Lococo, a formal process for the regular review of Administration should be in place, something that was discussed last semester. Lococo to follow up and advise the Senate at the next meeting.
2. **Suggestion to review Charter and Bylaws of Faculty Senate.** Last time it was modified was approximately 4 years ago (Spring 2006). The creation of an Ad-Hoc Committee to follow up was suggested.
3. **Student Representation at Faculty Senate Meetings:** Senator Liongson stated that there should be student representation at the Faculty Senate meetings. Chair Lococo to make formal request with student government to have someone represent student government at the Faculty Senate meetings
4. **Motion 10-46 Hochstein/Lane:** To create an Ad Hoc committee to examine the AA Core Curriculum for restructuring.

Motion **unanimously** approved.

**MEETING ADJOURNED: 5:15 P.M.**

**\*Please see December 1, 2010 Faculty Senate Meeting Minutes Report, Chair's Section for further clarification to this discussion item.**