

LEEWARD COMMUNITY COLLEGE
2006-2007 Faculty Senate

APPROVED Minutes of the February 7, 2007 Meeting

Joseph Chernisky, Chair
Aulii Ross, Vice Chair
Michael Lane, Secretary

SENATORS PRESENT: K. Caldwell, J. Chernisky, L. Chun, L. Currivan, C. Davis, K. Fujishima-Lee, M. Fujita, C. Ganne, C. Hochstein, B. Hotta, D. Kunimune, M. Lane, L. Lawrence, S. Laycock, R. Liongson, P. Lococo, D. Matsumoto, S. May, A. Ross, D. Sakai, J. West, L. Yamada

SENATORS ABSENT: K. Chambers

GUESTS: Ron Flegal, Momi Kamahale, Gail Levy, Susan Lum, Barry Nakamura, Ian Riseley, Kay Ono

CALL TO ORDER: The meeting was called to order at 3:09 PM with a quorum.

APPROVAL OF THE MINUTES: The minutes from January 17, 2007, were approved unanimously with corrections.

CAMPUS REPORT:

The senators-elect attended the meeting to participate in the election of officers for the Faculty Senate 2007-2008. The Senate discussed a proposed suspension of Article V, Section 8, of the Faculty Senate Bylaws, which states that "a special meeting of the newly elected Senate shall take place in May for the sole purpose of electing officers for the following year."

<p>Motion 07-02 (Liongson/Lococo): To suspend the Bylaws, Article V, Section 8, in the one election for practical reasons related assigned time and organizational reasons.</p>
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<p>PASSED – Y - 21; N - 1; Ab - 0</p>

The Senate had a discussion and vote to determine an election procedure. After comments from the candidates for each office, the continuing Senators and the newly elected Senators voted for officers for the Faculty Senate 2007-2008. In a secret ballot, Senator Linda Currivan was elected Chair, Senator-elect Ron Flegal was elected Vice Chair, and Senator Michael Lane was elected Secretary.

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE - Vice Chair Ross announced that she accepted a position with Alu Like. She submitted a letter of resignation from the Faculty Senate, and, after a discussion of the appropriate procedure, Senator Kunimune nominated Senator Currivan to service as Vice Chair for the remainder of Faculty Senate 2006-2007. Chair Chernisky appointed Senator Currivan to the office.

The Senate thanked Senator Ross for her service and offered best wishes for her future endeavors.

Chair's Report

Chair Chernisky announced that LCC was informed on Friday, February 2, 2007, that the College received accreditation from the ACCJC for a full six-year period. During this period, no visits are required, but a mid-term report is due October 15, 2009. The date of the next comprehensive evaluation and visit is Fall 2012. The Chair distributed copies of the Summary of Evaluation Report, which contains the major findings and recommendations of the 2006 Visiting Team. Chair Chernisky thanked all of the LCC faculty and staff members who participated in the accreditation process and especially noted the leadership of Bob Asato and Lani Uyeno.

Chair Chernisky informed the Senate of grievances filed by four students against a LCC faculty member. He tasked the Student Committee to form four Academic Grievance Committees, one for each student, and the Senate discussed the general grievance procedure. In particular, the Chair stated that a grade can be changed only by the faculty member of record and that the Chancellor, after a formal process, can change a grade.

Student Services asked the Senate for a statement about policies for enrollment issues after published official dates. The Chair tasked the Faculty Committee to determine the policies and report the findings at the February 28, 2007, Faculty Senate meeting.

The senators were asked to read the Degree Pathway Partnership Agreement distributed at the January 17, 2007 meeting.

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE – Co-Chair Kunimune recommended that DAS Mark Lane attend a Faculty Senate meeting to discuss issues such as vending machine funds, campus beautification, campus break-ins, restroom renovations, and campus recycling; subsequently, she discussed the status of these issues.

The AIS Committee was asked to determine the interest for a new version of Faces and Places, a faculty and staff photo book, for LCC's 40th anniversary. The last Faces and Places was completed in 1998 to celebrate the 30th anniversary of the College.

Senator West asked about progress on room renumbering, and Co-Chair Kunimune stated that no progress was made. Faculty Senate Chair Chernisky said that many of the parking lot lights are out. Co-Chair Fujishima-Lee suggested that he contact Doug Hill, the Auxiliary Services Officer.

Senator Sakai reminded the Co-Chairs that the elevator in the Library frequently is not in working order.

BUDGET & PLANNING – Co-Chair Fujita stated that the Committee is working on a spreadsheet to track money spent on personnel by each LCC division. The data will be available to Division Chairs for budgeting and planning purposes.

CURRICULUM COMMITTEE

Motion 07-03: To continue with increased representation on the Curriculum Committee of three representatives from each Division or Unit for the 2007-2008 academic year.

PASSED - Unanimously

Motion 07-04: To accept the modifications to MICR 130 General Microbiology.

PASSED - Unanimously

Motion 07-05: To accept the modifications to ACC 125 College Accounting and ACC 150 Using Quickbooks in Accounting.

PASSED - Unanimously

Motion 07-06: To accept the modifications to BUS 155/BUSN 188 Business Calculations and BUS 240 Advanced Records and Information Management.

PASSED - Unanimously

The Senate again discussed the practice of requiring either ENG 21 or ENG 22 as recommended preparation. Each course has a different focus: ENG 21 is a reading course and ENG 22 is a writing course. Chair May stated that many faculty members use the prerequisite "ENG/ESL 21 or 22" indiscriminately. A vote on BUSN 104 Basic Medical Office Procedures was deferred until the use of this prerequisite in that proposal is clarified.

Senator May said that there is a trend to drop ENG 22 and recommend ENG 21 as a recommended preparation.

Motion 07-07: To accept the modifications to DMED 113 Introduction to Layout Design, DMED 121 NETPREP Web Site Design, DMED 122 NETPREP Flash Animation, and DMED 130 Digital Storyboard.

PASSED - Unanimously

<p>Motion 07-08: To accept the deletion of ESL 1A Beginning Speaking/Listening F.</p>
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<p>PASSED - Unanimously</p>

ELECTIONS COMMITTEE - No report

FACULTY COMMITTEE - Co-Chair Currivan presented three action items from the Faculty Committee. The first action item requests an administrative policy outlining the circumstances under which a student can appeal the withdrawal date and the participation of LCC faculty members in the decision. Currently, some students petition to withdraw after the published withdrawal date and the decision to allow a student to drop a class is entirely removed from the teaching faculty's purview.

In the second action item, the Senate is asked to communicate in a memorandum to administration the expectation that no faculty member will change the grade of another faculty member, and that no grade will be changed by any other person without consultation and concurrence with the teaching faculty involved.

The Committee reports that the CCAO has been debating the future of the developmental level courses on CC campuses and seems to be in the process of considering the eventual relegation of these courses to online status. The third action items asks the Senate to take a stand on this issue by pointing out the faculty's responsibility to decide on the fundamental academic components of the curriculum, and specifically the administration should not unilaterally be doing away with a prerequisite. The Senate discussed the planned decoupling of ENG 21 and ENG 22, relationships between the courses, the responsibilities of the faculty and the administration in setting academic policy, and possible responses to the issue by the Senate.

The Senate discussed the importance of reading skills.

LEGISLATIVE RELATIONS COMMITTEE - No report.

PROGRAM REVIEW COMMITTEE – Co-Chair West requested that the Senate authorize the Committee to reduce the number of SLOs for the A.A. Degree General Education Outcomes for the Critical Thinking and Abstract Thinking categories to six. The senators are asked to review the proposed changes and vote on them at the February 28, 2007, Faculty Senate meeting.

Co-Chair West informed the Senate that the Information Retrieval & Technology Gen Ed SLO group, after assessing the current SLOs for 3 years, is discussing possible modifications to the current SLOs.

Chair Chernisky mentioned that WI should come under this Committee.

STUDENT COMMITTEE – Chair Laycock announced that the recent Phi Theta Kappa Blood Drive was successful and another drive is planned.

AD HOC COMMITTEES

GEN ED – Chair Lococo announced a forum planned for February 22, 2007, to provide the faculty with information about the proposal to change the GEN ED Committee from an ad hoc committee to a standing committee.

The deadline for proposing or renewing a course's designation to the Foundations category is March 23, 2007. After the College joins the Multi-Campus Agreement, placement in the Foundations category is automatic for the courses designated by the LCC Gen Ed Foundations Board (with appropriate Campus approval). To join, the College must accept the Foundations Hallmarks and Explanatory Notes. The notes were adopted Kapiolani CC, Honolulu CC, and UH-Manoa.

Senator West suggested that Chair Lococo request release time for the significant work requirements of the GEN ED Committee. Chair Lococo responded that he will ask for release time for the future GEN ED Committee Chair and stated that UH-Manoa appreciates the commitment demonstrated by granting release time.

<p>Motion 07-09 (Lococo/Currivan): To accept the Foundations Hallmarks and Explanatory Notes.</p>
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<p>PASSED - Unanimously</p>

MORALE – No report.

CONTINGENT FACULTY/LECTURERS - Senator Davis is setting up committee meetings.

UNFINISHED BUSINESS

Senator Ross announced the VCAS Mark Lane would address issues with LCC's ID card information and design.

ANNOUNCEMENTS

Senator Ross informed the Senate that a Licensed Clinical social worker requested that the LCC faculty inform students about services available to support combat veterans and distributed contact and services information.

ADJOURNMENT: The meeting was adjourned at 5:27 PM.

RESPECTFULLY SUBMITTED: Michael Lane, Secretary