

LEEWARD COMMUNITY COLLEGE

2002 – 2003 Faculty Senate

APPROVED Minutes of the March 5, 2003 Meeting

James Goodman, Chair
Warren Imada, Vice Chair
Jack Pond, Secretary

SENATORS PRESENT: N. Buchanan, L. Currivan, M. Dobson, Z. Estrada, R. Flegal, C. Ganne, J. Goodman, K. Hill, C. Hochstein, W. Imada, J. Kappenberg, K. Khan, P. Kennedy, G. Levy, P. Lococo, C. Martin, M. Nakano, S. Palombo, R. Pfeiffer, J. Pond, C. Yokotake.

SENATORS EXCUSED: None

GUESTS: Shelly Ota, Mike Sagliano.

CALL TO ORDER: The meeting was called to order at 3:32 p.m. with a quorum.

APPROVAL OF THE MINUTES: The minutes of the February 12, 2003 meeting were read and approved with minor corrections.

COMMITTEE REPORTS:

CURRICULUM COMMITTEE – The Committee brought several items to the Senate for action.

The first was a revision to the ESL course offerings including one new course. The Committee approved one new course, **ESL 17 Listening and Speaking for Speakers of Other Languages (3)**. Prerequisites: Completion of ESL 1A, 2A, and 3A, placement into ESL 8B and 9B or higher; or approval of the Language Arts Division. The Committee also approved the modification of three existing ESL courses. ESL 12C renumbered to **ESL 18**, ESL 13C to **ESL 19**, and ESL 14C to **ESL 20**. The purpose of renumbering is to make the ESL sequence more closely parallel the sequence of courses in the English curriculum.

Motion 03-07: To accept ESL 17 as a new course and approve the renumbering of ESL 12C, 13C, and 14C to ESL 18, 19, and 20.

PASSED – Y=18; N=0; Ab=1

The second proposal from the Curriculum Committee was to approve a modification to the Academic Subject Certificate in Pre-Business. The modification would add **BUS 101 or BUS 201** as alternatives to taking **ICS 101** as a requirement of the Certificate. It would also list **ACC 124, ACC125 and ACC 126** as alternatives to taking **ACC 201 and ACC 202** as a requirement of the Certificate. The later change would increase a student's total credits from 24 to 27 for the program. The division believes the changes would greatly enhance the transfer process for LCC students. The approved combinations for the program now read as follows:

ACC 201, 202;
 ACC 124, 125, 126;
 ACC 124, 125, 202; or
 ACC 125, 126, 201.

Motion 03-08: To approve the addition of BUS 101 or BUS 201 as options to ISC 101 and ACC 124, 125 and 126 as options to ACC 201 and 202 as alternative program requirements to the ASC in Pre-Business.

PASSED – Unanimously

Finally, the Committee recommended the deletion of several experimental DMED courses that have already been replaced by permanent courses. The experimental courses are DMED 197B, 197C, 197D, 197E, 197F, 197G, 197I, 197J, 197K, DMED 297B, 297C, and 297D. These courses were replaced by DMED 121, 131, 122, 113, 139, 132, 200, 140, 120, 240 221, and 243 respectively.

Motion 03-09: To approve the deletion of the abovementioned experimental DMED courses.

PASSED – Unanimously

The Curriculum Committee also informed the Senate that the Social Science Division has decided to change the academic skills course prerequisites (English) to recommended preparations. This action was of concern to some Senators who questioned whether the decision to change prerequisites to recommended preparations in fact required Curriculum Committee and Senate approval. Senator Hochstein will research this.

BUDGET AND PLANNING – Senator Kappenberg reported on the status of the Strategic Plan. According to Bob Asato, action plans were a critical component of the planning process, and they are nearly finished for all non-general funded projects. They will be circulated once completed. The prospects are dim for general funding increases for next year's plans. Work is ongoing to examine budget needs to fulfill these plans.

FACULTY COMMITTEE – Senator Currivan reported that they are looking at faculty evaluations that would be compatible with BANNER.

PROGRAM REVIEW – Senator Levy informed the Senate that the Program Review Process proposal is set to be reviewed by the Campus Council. She also presented the timeline for the Accrediting Mid Term Report.

SENATE AD HOC SERVICE COMMITTEE – Senator Nakano has sought the assistance of former Senator Ray Tanimoto as co-chair. She reported that they have spoken with the Provost who has committed funds for an awards ceremony for outstanding service. The committee will work on procedures for service opportunities for Fall 2003. As part of the College’s Colloquia Series, a special session will be held on April 9 to determine service opportunities.

CHAIR’S REPORT:

Chair Goodman reported that the All Campus Council of Faculty Senate Chairs is still discussing its role and philosophy. In the meantime, the ACCFSC learned that the University of Hawaii gives 31 million dollars in tuition exemptions each year. The BOR was surprised to learn of this; at the same time, the BOR has been discussing the idea of raising tuition. Chair Goodman also reported that the 3.7 million dollar restriction was restored.

The visit with Peter Englert has been postponed until April 30.

The Senate has been asked to recommend the name of someone to sit on the committee to select the recipient of the Regent’s Excellence in Teaching Award. Senator Palombo volunteered to serve and was subsequently appointed by the Senate.

OLD BUSINESS:

- ✓ The Senate discussed how it might incorporate a Committee on Committees. It could be a standing committee, an ad hoc committee, or part of the Faculty Committee. It could keep abreast of all campus committees and committee membership needs. For the time being, it was decided to place this under the Faculty Committee.
- ✓ Another name is needed for the Committee to Review the Mission Statement.

NEW BUSINESS:

- ✓ Approval of the College Restructuring Proposal. The discussion of the LCC Reorganization continued. The new Organizational Chart was presented after input from the joint meeting of the administration, the Campus Council and the Senate last week.

Motion 03-10 (Flegal/Pond): To endorse the proposed Organizational Chart dated 3/5/03 as presented provided a member of the Faculty Senate be involved in the development of the various job descriptions that are to be advertised.

PASSED – Y=15; N=0; Ab=4

- ✓ There is a need to determine the procedures to be used in selection the College's Chief Academic Officer. Several ideas have been circulating via email. Senator Pond had a copy of the procedures used during the last two Provost searches and submitted them to the Senate Chair for consideration. Senator Pond will forward them to the entire Senate for review.

ADJOURNMENT: The meeting was adjourned at 5:55 pm. Future meetings are scheduled for April 2 and April 30.

RESPECTFULLY SUBMITTED: Jack Pond, Secretary.