

**LEEWARD COMMUNITY COLLEGE**  
**2004-2005 Faculty Senate**

APPROVED Minutes of the March 30, 2005 Meeting

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James Goodman, Chair  
Nancy Buchanan, Vice Chair  
Susan Lum, Secretary

**SENATORS PRESENT:** N. Buchanan, J. Chernisky, L. Currivan, R. Flegal, K. Fujishima-Lee, J. Goodman, K. Hill, B. Hotta, S. Laycock, R. Liongson, S. Lum, C. Martin, S. May, K. Mohanan, A. Ross, W. Teraoka, L. Yamada

**SENATORS EXCUSED:** C. Ganne, P. Lococo, D. Matsumoto, D. Sakai, S. Wood

**GUESTS:** Bob Asato, Christina Hunt, Peter Quigley, Mark Silliman, Lani Uyeno

**CALL TO ORDER:** The meeting was called to order at 3:25 p.m. with a quorum.

**APPROVAL OF THE MINUTES:**

The minutes from March 9, 2005 were approved unanimously, with a few minor changes.

**COMMITTEE REPORTS:**

BUDGET AND PLANNING – No report.

FACULTY COMMITTEE – No report.

ELECTION COMMITTEE – No report.

ACADEMIC/INSITUTIONAL SUPPORT – Senator Fujishima-Lee and Senator Martin submitted a printed report which details some of the campus-wide concerns currently being addressed:

- ❖ Signage needed for entire campus – plans that were drawn up earlier are being modified so that any new signage will coordinate with the new railings being installed.
- ❖ “Campus Clean-up Day” – must be delayed until the new railings are installed. Student government has expressed an interest in being a part of this event. We need someone to organize this event, with direction from O&M staff. Doug Hill expressed possible conflicts with the railing replacement: painting of picnic tables and the cleaning and painting of stairwells.

The committee’s next meeting is scheduled for April 13, however, if there are no pressing old or new issues, the meeting will be cancelled.

LEGISLATIVE RELATIONS COMMITTEE – No report.

STUDENT COMMITTEE – No report.

PROGRAM REVIEW COMMITTEE – Senator Hill and Janice Ito met with all of the instructional divisions regarding course assessment. The course assessment process being created on Curriculum Central is almost ready for faculty to use. The College’s Program Review Policy is currently being revised.

CURRICULUM COMMITTEE – Chair Goodman reported that since Senator Lococo is not present at today’s meeting, we will discuss the proposed changes to the AA Core Requirements at our next meeting. A few senators offered feedback with regard to Chair Goodman’s question of whether more open forums are necessary to finalize the proposal. One Senator suggested the need for feedback from students concerning how the proposed changes effect the requirements of the degree they are seeking. Another Senator commented that business degree students have to take nine extra credits to earn an AA, and that those credits will not count toward a business degree at UHM. Getting an AA degree will cost business students more time and money in tuition. There were also comments from the floor concerning the negative consequences, in terms of program assessment and college graduation statistics, of encouraging students to transfer before getting an AA. Senator Buchanan distributed written feedback from the Student Services Division.

AD HOC COMMITTEE - Committee to Study the Impact of the Elimination of the “N” Grade

The committee’s final report and recommendations will be completed by April 20<sup>th</sup>.

**NEW BUSINESS:**

The Senate reviewed a new policy written by the Information Technology Group governing the use of personal equipment connected to the campus network. The policy provides for procedures to help prevent and/or control students, faculty, and staff from plugging computers directly into the server. The policy is needed to protect the technological resources connected to the College’s data network.

<p><b>Motion 05-19 (Flegal/Liongson):</b> To approve the Leeward Community College Executive Policy governing the use of personal equipment connected to the campus network.</p>
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<p><b>PASSED – Unanimously</b></p>
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Senators were asked to review the ACCJC Progress Report, written by Bob Asato and Lani Uyeno, due April 1<sup>st</sup>, to the accrediting body and the visiting team. Bob and Lani asked specifically for input on any gaps and/or omissions.

Bob and Vice Chancellor Quigley provided an update as to the report’s content. Due to some new developments and last minute changes and clarifications, the plan now is for the report to

address all five recommendations, as opposed to just one, that were directed to the system. The Progress Report will be attached to the system's report and sent electronically late tomorrow.

The Senate and Chancellor Silliman commended Bob Asato and Lani Uyeno for working hard and tirelessly on getting the report done. Chancellor Silliman expressed gratitude for their help in putting together a solid program review process that is now fully integrated with the system.

**CHAIR'S REPORT:**

Senator Lococo attended the last BOR meeting in place of Chair Goodman. A report is forthcoming.

**ADJOURNMENT:** The meeting was adjourned at 4:10 pm.

**RESPECTFULLY SUBMITTED:** Susan Lum, Secretary