

LEEWARD COMMUNITY COLLEGE

2003 – 2004 Faculty Senate

APPROVED Minutes of the May 5, 2004 Meeting

James Goodman, Chair
Nancy Buchanan, Vice Chair
Candace Hochstein, Secretary

SENATORS PRESENT: N. Buchanan, J. Chernisky, R. Flegal, C. Ganne, J. Goodman, K. Hill, C. Hochstein, W. Imada, P. Kennedy, P. Lococo, C. Martin, S. Palombo, M. Reese, D. Sakai, F. Sherry, L. Yamada, S. Wood

SENATORS EXCUSED: L. Currivan, M. Nakano, R. Pfeiffer, W. Teraoka

GUESTS: Karen Fujishima-Lee, Raymund Liongson, Barbara Hotta, Donna Matsumoto, Roy Kamida, Manny Cabral, Robert Hochstein, Kay Caldwell, Stan Uyemura, Jack Pond, Stuart Uesato

CALL TO ORDER: The meeting was called to order at 3:15 p.m. with a quorum.

APPROVAL OF THE MINUTES: The minutes were approved with the following amendments:

Budget and Planning – had minor word changes for clarity.

Program Review – delete the grid, and direct the reader to the Program Review Web site. (www.lcc.hawaii.edu) Click on Assessment (lower left corner). Do not try to login. Click on Instruction and then click on Program Review Forms in Progress. Select a program and click Download.

Chairs Report – delete “was no longer” after Ted Hong, and replace it with “will not be continuing as”

COMMITTEE REPORTS:

CURRICULUM COMMITTEE

Proposal to change ENG 8 and MATH 1B from non-credit courses to credit courses.

ENG 8 will have 6 credits (Reading and Writing Basics). It is a combination of the ENG 1B Reading Basics and ENG 2B Writing Basics. MATH 1B will carry a 3 credit value (Preparatory College Mathematics).

Both courses are taught by LCC’s BOR appointed faculty from the Language Arts and the Math/Sciences Divisions Respectively. Granting of credit will have no bearing on any of LCC’s degree and certificate programs. It will benefit students who need financial aid. The granting of credit for these courses will assure that faculty members are properly credited for workload as it relates to their qualifying for the Teaching Assignment Reduction (TAR).

Motion 04-22: To approve that ENG 8, Reading and Writing Basics, be granted 6 credits and MATH 1B, Preparatory College Mathematics, be granted 3 credits.

PASSED – Unanimously

Television Production – 17 new courses.

Course Modifications – Due to new technology, the courses were modified by combining courses as are appropriate, and updating curriculum as technology has changed. They are also considered “new” courses since there are new course numbers. For the purposes of understanding the program they are not new, for purposes of our curriculum they are modifications of existing courses. The new course numbers and titles are:

TVPR 101 (3 cr) – Film & Video Production Process & Business Operations

TVPR 136 (3 cr) – Audio/Video Engineering

TVPR 126 (3 cr) – Introduction to Digital Camera Operation & Lighting Principles

TVPR 151 (3 cr) – Introduction to Film & Video Digital Editing Principles

TVPR 142 (3 cr) – Film & Video Audio - Acquisition and Recording

TVPR 251 (3 cr) – Applied Film & Video Digital Editing and Postproduction Audio

TVPR 121 (3 cr) – Film and Video Graphics

TVPR 226 (3 cr) – Applied Digital Camera Operation, Composition, and Lighting

TVPR 276 (3 cr) – Adv. Digital Cinematography, Composition & Lighting

TVPR 294 (3 cr) – Advanced Film and Video Digital Editing and Post Production Audio

TVPR 291 (3 cr) – Film and Video Directing/Studio/Location Production

TVPR 293B (2 cr) – Internship I and Practicum

TVPR 293C (2 cr) – Internship II and Practicum

New Courses

TVPR 210 (3 cr) – Film and Video History, Criticism, Ethics, and Aesthetics

TVPR 211 (3 cr) – Film and Video Storytelling and Scriptwriting

TVPR 212 (3 cr) – Media Talent Development, Directing, and Performance

TVPR 292 (3 cr) – Capstone Project Practicum

MOTION 04-23 To approve the 17 courses as proposed by the Curriculum Committee.

PASS Y – 9; N – 4; Ab - 1

Television Production Program Modification – Modify the Certificate of Completion, Certificate of Achievement and Associate of Science Degree due to course modifications approved above.

Certificate of Completion – TVPR 101 (3 cr), 126 (3 cr), 136 (3 cr), 142 (3 cr), 151 (3 cr) – Total of 15 credits.

Certificate of Achievement – TVPR courses needed for Certificate of Completion plus: ENG 100 or equivalent; MATH 100 or equivalent with a grade of “C” or better; TVPR 251 (3 cr), 121 (3 cr), 226 (3 cr), 210 (3 cr), 211 (3 cr) or 212 (3cr), 293B (2 cr) – Total of 38 credits.

Associate of Science – TVPR courses needed for the CC, CA with a grade of “C” or better, and TVPR 211 (3 cr) or 212 (3 cr) (which ever course was not taken for the CA), 276 (3 cr), 292 (3 cr), 294 (3 cr), 291 (3 cr), 293C (2 cr) plus 3 cr Natural Science, 3 cr Social Science, and 3 cr Art or Humanities – Total of 64 credits.

MOTION 04-24: To approve the Program Modification for the Television Production Program’s Certificate of Completion, Certificate of Achievement, and Associate of Science as presented by the Curriculum Committee.

PASSED Y – 9; N – 3; Ab – 2

PROGRAM REVIEW – Senator Hill submitted a progress report to the Senate. She asked the Senate to endorse the process of the Program Review Committee at this time, rather than reviewing all of the templates which her committee is working on.

- A. Mission and Goal/Objective
- B. Outcome Measure (SLO’s) - Column #1
- C. Definition of Data Sample/Population- Column #2
- D. Method of Data Collection & Source – Column #3
- E. Expected Level of Results/Performance – Column #4
- F. Voting Process
- G. Faculty Senate Program Review Committee (FSPRC) Reporting
- H. Data Submission – Column #5
- I. Analysis/Action Plans – Column #6

MOTION 04-25: To endorse the Process of the Program Review Committee.

PASS - Unanimously

Senator Hill asked the Senate to decide whether or not the Student Learning Outcomes (SLOs), as presented by the Program Review Committee, should be published in the 2004-2005 LCC catalog as some of them may not have gone through Curriculum Committee review. These program SLOs did not change the programs; program review is an ongoing assessment process; and the printed SLOs will clarify current program outcomes for students.

MOTION 04-26: (Flegal/Lococo) That the Faculty Senate approve that the Student Learning Outcomes be printed in the 2004-2005 catalog with out going through the Curriculum Review process.

PASS Y – 8; N – 5; Ab - 3

OLD BUSINESS: Amendment to March 31, 2004 minutes under AIC for Academic Support. The Learning Resource Center should be included in who is covered by Academic Support.

NEW BUSINESS:

Election of officers for 2004-2005

Chair – Jim Goodman
 Vice Chair – Nancy Buchanan
 Secretary – vacant
 Curriculum Committee Chair – Paul Lococo
 Program Review Chair – Kathy Hill

Accreditation Report

Interim Art and Humanities Dean, Jack Pond, reported that the Accreditation Report will be written during the summer. Copies will be given to the Faculty Senate in early August for review. It will also go to the Campus Council and faculty at large at that time. The Accreditation Oversight Committees are being reconvened on May 12.

Student Conduct Code

Interim Dean of Student Services, Stuart Uesato, asked the Senate to approve an updated Student Conduct Code. It has been reviewed by the Deans of Student Services, lawyers and others to make changes. Most of the changes are cosmetic due to the System reorganization (e.g. Change Provost to Chancellor). Some changes reflect the fact that LCC does not follow the same procedures as other Community College (e.g. Mediation).

MOTION 04-27 (Imada/Sakai) To defer action on the Student Conduct Code.

FAIL Y- 4; N – 8; Ab - 2

MOTION 04-28 (Reese/Lococo) To accept the updated Student Conduct Code with the modifications made as presented.

PASS Y – 12; N – 0; Ab - 2

There will be a special Senate meeting on Wednesday, May 12, 2004, to cover the material that was not completed today. Chair Goodman will contact Senators to see if they will be able to attend at an earlier time than 3 pm.

ADJOURNMENT: The meeting was adjourned at 5:30 PM.

RESPECTFULLY SUBMITTED: Candace Hochstein, Secretary