

LEEWARD COMMUNITY COLLEGE
2005-2006 Faculty Senate

APPROVED Minutes of the May 10, 2006 Meeting

Joseph Chernisky, Chair
Aulii Ross, Vice Chair
Susan Lum, Secretary

SENATORS PRESENT: K. Chambers, J. Chernisky, L. Currivan, K. Fujishima-Lee, M. Fujita, C. Ganne, B. Hotta, M. Lane, S. Laycock, P. Lococo, S. Lum, D. Matsumoto, S. May, A. Ross, D. Sakai, S. Thomas, D. Thomson, J. West, L. Yamada

SENATORS ABSENT: C. Hochstein, R. Liongson

GUESTS: Bob Asato, Manny Cabral, James Goodman, Jean Hara, Ross Higa, Warren Imada, Mark Lane, Eric Matsuoka, Grace Miller, Shelley Ota, Mike Pecsok, Jiajia Seffrood, Jennie Thompson, Lani Uyeno

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

APPROVAL OF THE MINUTES:

The minutes from April 19, 2006 were approved unanimously with minor corrections.

CAMPUS REPORT:

Bob Asato of the Accreditation Team presented Senate with an update of the Accreditation Team's latest draft. Bob's presentation was particularly focused on the campus' concern with how Standard 3A.1.c of the 2006 Accreditation Self-Study will be addressed. Bob reported that there is a "disconnect" between the written standard and the prompts, questions written for writers to consider when addressing the standard. The prompts, written by the ACCJC, do not seem to directly relate to the language used in the standard.

The Accreditation Team's understanding of accreditation is that focus is on assessment for purposes of improvement in student learning, not teacher evaluation; however, at some point, there will be connections drawn between SLOs and teacher evaluation. We now have the opportunity to determine what the connections will be and if and how they will influence a teacher's evaluation.

Mark Lane, Director of Administrative Services, provided Senators with a preliminary update of the outcome of the State Legislature's approval of Leeward CC's 2007 supplemental operating budget requests. In all, the campus is slated to receive \$1,074,330 in funds to cover nine items, two of which were Legislative add-ons (a position in Philippines Studies and funds to support the Waianae Agricultural Center). Other funded requests include monies for the AA in Teacher Training, a centralized alarm system and support for campus security, equipment for academic

programs, financial aid personnel, an English Language Institute position, and monies to cover a utilities cost shortfall.

The State did not fund the scheduled faculty salary increases. Costs for these increases will likely come from tuition revenues. Leeward CC is becoming like many other state colleges which are increasingly reliant on tuition revenues to cover general operating costs.

CHAIR'S REPORT:

Chair Chernisky informed Senators that the Faculty Senate, like all other organizations involved in decision-making roles and processes, must undergo self-evaluation, as stated in accreditation standard IV.A.5. Currently the College has no evaluative processes for Faculty Senate or Campus Council and the Planning Agenda, in the pertinent section of the draft under Institutional Organization, states that the College will formalize evaluative processes for the Faculty Senate and Campus Council. For this reason, new and continuing Senators are being asked to fill out preliminary SWOT forms and send them to Vice-Chair Ross over the summer.

The job description for Faculty Senate Chair has been updated to include the following:

- Manage Faculty Senate meetings (12 regular, one special); Executive Team; Faculty Senate Committees
- Attend weekly standing meeting with Chancellor; Campus Council meetings (4x/semester); Executive Planning Council (1x/yr); campus committees (CEO hiring, Excellence in Teaching)
- Attend ACCFSC/CCCFSC meetings (11x/yr); UHCC Strategic Planning Group (2x/semester); BORCC (2x/semester)

The Chair's shared governance advisory role and shared leadership decision making role has increased at both the campus and system levels. The challenge will be to manage the Chair's effectiveness with these additional responsibilities and duties.

Chair Chernisky attended a CCCFSC meeting on April 21st where Vice President of CCs, John Morton, discussed key campus and system functions. A new UHCCP policy can be found at <http://www.hawaii.edu/offices/docs/policies/UHCCP 1.102> CC Council Fac Sen Chairs.pdf. The CC System's, campuses' and CCFS Chairs' roles have become more clearly defined and institutionalized, benefiting communication, networking, transparency, and planning concerns. The challenge will be to maximize this positive UHCC system synergy to benefit the CC campuses, faculty and students.

Two issues were discussed at the recent ACCFSC meeting: the proctoring of exams in DE courses; CAOs requested that Chancellors recommit to this practice, and the Financial Assistance Program Project (Tuition Waivers) Draft, for fall 2007, which will provide immediate and direct benefit to students.

Chair Chernisky extended kudos to faculty and staff who provided special services and support in the past year: Ralph Toyama, for his strictly voluntary help with posting Faculty Senate

Minutes; Terry Richter for help with travel forms; Cheryl Mokuau for help with scheduling; Peter Quigley, James Goodman, Mike Pecsok, and Mark Lane, for their administrative support; Aulii Ross and Susan Lum, members of the Senate Executive Team; Karen Fujishima-Lee, Mike Fujita, Stan May, Paul Lococo, Linda Yamada, Diane Sakai, Aulii Ross, Don Thomson, Jim West, Raymund Liongson, Donna Matsumoto, Candy Hochstein, Linda Currivan and Mimi Nakano, Faculty Senate Committee Chairs; and the whole 2005-2006 Senate, especially Susan Lum, for serving as Senate Secretary.

COMMITTEE REPORTS:

CURRICULUM COMMITTEE - Senator Lococo presented a number of new course and academic subject certificate proposals and course modification proposals. Please see the attached *Curriculum Committee Report to the Faculty Senate, May 10, 2006*, for further details.

MATH 73 Algebraic Foundations I and MATH 83 Algebraic Foundations II are new courses that underwent renumbering from MATH 24 and MATH 25, respectively.

<p>Motion 06-45: To approve new course proposals for MATH 73 Algebraic Foundations I and MATH 83 Algebraic Foundations II.</p>

<p>PASSED - Unanimously</p>

MATH 206L Calculus II Computer Lab is a new course necessary for students intending to transfer to UH Manoa and continue on to Calculus III at UH Manoa.

<p>Motion 06-46: To approve a new course proposal for MATH 206L.</p>

<p>PASSED – Unanimously</p>

HAW 201 Intermediate Hawaiian I and HAW 202 Intermediate Hawaiian II are courses that were never entered into Curriculum Central although they have been taught for years. For purposes of Curriculum Central, HAW 201 and HAW 202 are now being treated as “New” courses; however these courses actually are not new.

<p>Motion 06-47: To approve new course proposals for HAW 201 Intermediate Hawaiian I and HAW 202 Intermediate Hawaiian II</p>
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<p>PASSED – Unanimously</p>

Curriculum Committee presented the following proposals for course modifications involving filling in blank fields, answering assessment and distance education questions on Curriculum Central, and updating SLOs. All of these courses were modified as part of regular course assessment and review process.

BUS 136 Computerized Spreadsheets—MS EXCEL
 BUS 202 Expert Business Computing

BUS 259 Supervision
 BUS 282 Medical Terminology and Procedures
 BUS 125 Starting a Business
 BUS 125B Starting a Business I
 BUS 193B/C/D/E Cooperative Education (1-4). (This course also added prerequisites to align with UH System articulation agreement. See *Curriculum Committee Report to the Faculty Senate, May 10, 2006* for further details.)
 ACC 124 College Accounting I
 ACC 155 Using Spreadsheets in Accounting
 SPAN 101 Elementary Spanish I
 HIST 152 World Civilizations II
 HIST 242 Asian Civilizations II
 ASAN 204 Filipinos in the United States: The History and Culture of Filipinos in the U.S.
 ART 112 Introduction to Digital Art. (This course also underwent modifications to course title and content to conform with UH System articulation agreement.)
 ART 202 Digital Imaging
 ESL 8B Intermediate Reading for Speakers of Other Languages
 ESL 9B Intermediate Writing for Speakers of Other Languages
 HAW 101 Hawaiian Language
 REL 200 Understanding the Old Testament
 REL 210 History of Christianity
 COM 210H Honors Course: Intercultural Communications

Motion 06-48: To approve course modifications to all courses as listed immediately above.

PASSED – Unanimously

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new Academic Subject Certificate in Business Technology will provide AA students with an opportunity to focus their elective studies on acquiring business technology skills.

Motion 06-49: To approve a new Academic Subject Certificate in Business Technology.

PASSED – Unanimously

A new Academic Subject Certificate in Management will provide students with an opportunity to focus their elective studies on acquiring managerial skills.

Motion 06-50: To approve a new Academic Subject Certificate in Management.

PASSED – Unanimously

A new Academic Subject Certificate in Accounting will provide students an opportunity to focus their elective studies on acquiring accounting skills.

Motion 06-51: To approve a new Academic Subject Certificate in Accounting

PASSED – Unanimously

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ir Lococo presented a proposal that would allow Math courses which fulfill Leeward AA Degree requirements, but are not yet fully articulated with UH Manoa, to be added to Leeward CC's AA Degree Core Foundations Symbolic Reasoning (FS) Category. This will preserve the status of current math courses accepted for the Leeward CC AA Degree Core and rectify unplanned outcomes from language used in the recent AA Core Revision Committee's list of recommendations.

Motion 06-52 (Lococo/Thomson): To include MATH 103, MATH 111, MATH 115, MATH 135, MATH 206, MATH 231, MATH 232, and QM 121 in the LCC AA. Degree Core Foundation Symbolic Reasoning (FS) Category.

PASSED – Unanimously

Chair Lococo presented a course modification proposal that adds IS 250H Leadership Development to the AA Degree General Education Core. Presently, a student graduating with honors must complete one of two Honors Colloquia options: Communications 210H Intercultural Communications or Interdisciplinary Studies (IS) 250H Leadership Development. Comun 210H fulfills the General Education Core, whereas, IS 250H satisfies the General Education Core as an AA degree elective only. The modification is necessary in order to ensure continued articulation and to create consistency within Honors Colloquia options.

Motion 06-53: To approve the course modification proposal to accept IS 250H Leadership Development as an AA Degree General Education Core requirement (AH2)/Diversification Humanities (DH) designation.

PASSED – Unanimously

Senator Lococo reintroduced the need for Senate to decide on the remaining options for creating Leeward CC's HAP-Focus Board.

It was decided that Option #1, to make the HAP-Focus Board a sub-committee of the Leeward CC GenEd Foundations Board, would be the most effective option.

Motion 06-54 (Lococo/Thomson): The HAP-Focus Board will be a subcommittee of the Leeward CC GenEd Foundations Board. In addition,

- Foundations Board Chair shall be a non-voting member of the HAP-Focus Board.
- Membership of the Board will be approved by the Faculty Senate. Board Chair chosen by membership, with approval of the Senate.
- Chair will attend all UH-System HAP-Focus meetings.
- Board will be under the supervision of the GenEd Foundations Board.
- Board will report to the Senate through the Foundations Board Chair

PASSED – Unanimously

Senator Lococo provided a brief update on the campus' recent effort to consider a disenrollment policy for students registered in classes for which they have not satisfied the prerequisites. Math and English faculty must continue to work with Administration to contact students to withdraw from courses for which they are not eligible due to an unmet prerequisite. Currently it is not possible for the campus to implement automatic disenrollment without personnel reallocation.

FACULTY COMMITTEE -

Motion 06-55 (Currivan/Hotta): To enter Executive Session.

PASSED – Unanimously

Motion 06-56 (Currivan/Thomson): To lift Executive Session.

PASSED – Unanimously

Motion 06-57 (Sakai/West): The Faculty Committee recommends that the Faculty Senate accept the draft of the 2006 Accreditation Self-Study with the Senate's revisions, including a sixth recommendation that the spirit of these recommendations be reflected in other theme sections.

PASSED – Unanimously

STUDENT COMMITTEE - Senator Laycock presented a resolution concerning support for Phi Theta Kappa, which is a chartered student organization of the College. Because Phi Theta Kappa is not a club in which all students are able to join, it cannot receive student activity fees to support its many service and scholarship activities that bring publicity and recognition to the College. The resolution urges College support for its goals as a 2-year college international honor society.

WHEREAS:

1. Phi Theta Kappa is a chartered component of the College on par with other units that serve distinctive segments of the campus community;
2. Phi Theta Kappa fosters, encourages and recognizes outstanding academic achievement – a value central to the mission of the College;
3. There is a history and tradition of College support for Phi Theta Kappa;
4. Phi Theta Kappa is recognized by the UH Community College System as a vital component of our community colleges
5. The presence of Phi Theta Kappa at Leeward CC reflects credit, honor, and dignity upon the College.

RESOLVED:

The Faculty Senate urges the Administration to:

1. Reaffirm the unique status of Phi Theta Kappa as a chartered unit of the College;
2. Provide an appropriate and reasonable level of fiscal support for the fellowship, scholarship, leadership, and service activities of Phi Theta Kappa and also for Phi Theta Kappa's biannual induction ceremonies;
3. Provide appropriate material support in the form of storage space, mailing privileges, photocopying, meeting space, and if possible, office space; and
4. Continue to provide assigned time for Phi Theta Kappa advisors.

Motion 06-58 (Laycock/West): To approve the Resolution to support Leeward CC's chapter of Phi Theta Kappa, a chartered student organization of the College.

PASSED – Y – 17; N – 0; Ab - 1

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE – Senator Fujishima-Lee distributed a written report of Committee's recent accomplishments and new and ongoing concerns. Mark Lane was able to provide insight to some of the Committee's concerns and shared long-term plans to address them.

BUDGET & PLANNING – No report.

ELECTIONS COMMITTEE – No report.

LEGISLATIVE RELATIONS COMMITTEE – Senator West was pleased to report that Leeward CC did very well with the latest budget appropriations from the Legislature.

PROGRAM REVIEW COMMITTEE – Senator West reported that the Committee is looking at ways to remove courses that have not been offered for ten or more years from appearing in the Catalog. An alternative option to permanent deletion would be to “deep-freeze” them, which would allow the courses to remain in Curriculum Central while not appearing in the Catalog.

AD HOC COMMITTEES

CHARTER/BY-LAWS – No report.

ALTERNATIVE GRADES – No report.

SERVICE – No report.

ADJOURNMENT: The meeting was adjourned at 5:35pm.

RESPECTFULLY SUBMITTED: Susan Lum, Secretary