

LEEWARD COMMUNITY COLLEGE

2004 – 2005 Faculty Senate

APPROVED Minutes of the October 13, 2004 Meeting

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

SENATORS PRESENT: N. Buchanan, J. Chernisky, R. Flegal, K. Fujishima-Lee, C. Ganne, J. Goodman, K. Hill, B. Hotta, K. Khan, R. Liongson, P. Lococo, S. Lum, C. Martin, D. Matsumoto, K. Mohanan, A. Ross, D. Sakai, W. Teraoka, S. Wood, L. Yamada

SENATORS EXCUSED: L. Currivan, L. Yamada

GUESTS: Daniel Boulos, Terisa Lee, D.J. Danner, Adam Espinosa

CALL TO ORDER: The meeting was called to order at 3:20 p.m. with a quorum.

APPROVAL OF THE MINUTES:

The minutes from September 22, 2004 were approved unanimously with one correction to the Committee Reports: Senator Ross' report was moved from Student Committee to Legislative Relations Committee.

COMMITTEE REPORTS:

BUDGET AND PLANNING – No report. Senate is still seeking a chair for this committee.

FACULTY COMMITTEE – No report.

ELECTION COMMITTEE – Senator Wood reported Senator Liongson will takeover as Chair of the Election Committee. Senator Liongson will work alongside Senate Chair Goodman in organizing the upcoming Senate elections. Senator Liongson is creating an e-media ballot for Senate elections which Randy Araki will upload as an e-media file. Hard copy ballots will also continue to be used.

ACADEMIC/INSITUTIONAL SUPPORT – Senator Fujishima-Lee distributed a report which summarizes the Academic & Institutional Support Committee's goals and concerns. The committee will address 14 concerns as listed in the report.

Senators and members of student government brought up a number of other concerns that they would like the committee to look into:

- Glass in the parking lot, in front of the library.
- Tables in front of the LRC in need of cleaning.

- Overgrown grass impeding wheelchair bound pedestrians at the corner of Waiawa Road and Farrington Highway.
- 7:30-8:00pm. on-campus bus service for evening students.

STUDENT COMMITTEE – Senator Flegal reported that there has been a steady trickle of student complaints to the Dean of Instruction with no follow-up requests so far. Senator Flegal also described changes to the Opening Day Experience beginning with spring 2005. Past Opening Day Experiences have been fraught with too much effort and materials for too few. Future Experiences should focus on satisfying students’ needs without wasting food, time, and energy. The last Experience was attended by approx. 60 students while preparations were made for 350. Plans for next spring’s Experience include continental breakfast and mingling at the Theater lanai followed by a tour of the campus and workshops. Senate Chair Goodman suggested that members from student government serve on a commission to help with ideas and planning.

CURRICULUM COMMITTEE – Senator Lococo presented course proposal recommendations by the Curriculum Committee to add the following courses

- DMED 141 Introduction to 3D Animation (3 credits)
- DMED 150 Film Analysis & Storytelling (3 credits)
- DMED 230 Digital Compositing (3 credits)

and to delete PSY 170 Psychology of Adjustment (3 credits) from LCC’s A.A. Social Science core curriculum and from LCC’s curriculum database.

There was some discussion concerning how the DMED courses articulate with UH Manoa. Daniel Boulos, Instructor in DMED, reported that UH Manoa asked LCC to offer DMED 150 and that DMED 150 articulates directly with UH Manoa’s Academy of Creative Media. DMED 141 and DMED 150 are currently successful experimental courses. DMED 230 will not be offered until 2006. All three courses will articulate with the Academy of Creative Media.

Motion 04-36: To approve the addition of DMED 141, DMED 150, and DMED 230 as new courses.

PASSED – Unanimously

PSY 170 is a course no longer offered or recognized at UH Manoa and the psychology faculty does not intend to teach it any longer. The Curriculum Committee recommends that the course proposal to delete PSY 170 from LCC’s curriculum and LCC’s A.A. Social Science core curriculum be accepted by the Senate.

Motion 04-37: To delete PSY 170 from LCC’s curriculum.

PASSED – Unanimously

<p>Motion 04-38: To delete PSY 170 from LCC's A.A. Social Science core curriculum.</p>

<p>PASSED – Unanimously</p>

Senator Lococo, as Chair of the A.A. Core Curriculum Committee, also reported that he will be making a report at the next Senate meeting regarding the committee's recommendations. Senator Lococo also pointed out that the committee is not the final determining body and that there will be scheduled open forums and other opportunities for campus input after the committee's recommendations are made public.

LEGISLATIVE RELATIONS COMMITTEE – Senator Ross reported that students are in favor of the community's pursuing plans for a 2nd access road to and from LCC. Students would also like to see the College pursue capital improvement funds for student space on campus. Faculty and staff should contact Senator Ross with any additional concerns.

PROGRAM REVIEW COMMITTEE – Senator Hill distributed a handout to help faculty and staff prepare for the ACCJC visit this month. The handout contains a progress report detailing guidelines and questions to help faculty and staff shape and facilitate dialogue in the area of student learning outcomes (SLOs) and area assessments, and definitions to commonly used terms related to program review. Senator Hill also briefly described the program review process as beginning with data collection in the spring of 2004, followed by data analysis in the fall of 2004. She suggested that data analysis take place annually so that nothing is forgotten. The data analysis will result in action plans that may be used later in generating the strategic plan and the budget. Beginning in January 2005, the strategic plan will be driven by the action plans submitted from program and support area reviews. Senator Hill's core assessment group will be meeting with the six committees of general education outcomes (Written Communication, Critical Thinking...).

Senator Ross expressed concern that the person(s) responsible for making the final decisions with regard to the strategic plan, do so on the basis of data (as opposed to anecdotal evidence). Senator Martin suggested that all faculty receive Andy Rossi's book of templates from last year's program reviews.

AD HOC COMMITTEE – Committee to Study the Impact of the Elimination of the "N" Grade

Senator Chernisky reported that the committee will have its first organizational meeting on October 20th at 2:30pm in the Student Services Conference Room. The committee will discuss historical data on the N grade, grading options offered at peer institutions, and the ramifications of increasing numbers of UAP (Unsatisfactory Academic Progress) students.

CHAIR'S REPORT:

Senate Chair Goodman requested that Senator Lum, Chair of the Reorganization Committee, report on the committee's efforts thus far. Senator Lum reported that the committee's charge is to review the top layer of administration only and to come up with a reorganization proposal by December. The committee's first task was to research recent reorganization efforts by LCC's

sister campuses. The committee also discussed approaching Chancellor Silliman to reconsider his request for recusal from the committee. Senators were asked how they would like to obtain minutes from the committee meetings. Senator Martin suggested that a hyperlink be created on the LCC webpage for easy access to committee minutes. Senator Lococo also requested that the minutes appear in the *Campus Bulletin*.

Senate Chair Goodman reported that Senator Lococo will attend the BOR/ACCFSC meeting in Hilo in his place.

NEW BUSINESS:

Senator Hotta stated that a report from the Committee to Develop a Long-Range Plan for Technology and Information and Learning Resources would be submitted via email.

Senate Chair Goodman asked whether the Senate wanted to send a letter to administration reminding them of Article II, Sections 2 and 3 of the Senate By-laws-- “The Provost, or other appropriate administrative official of the College, shall respond to Faculty Senate communications within a reasonable time, normally no more than 30 days unless otherwise mutually agreed upon.” Section 3 states “The Faculty Senate, likewise, shall respond to requests from the Provost or other administrator within a similar period of time.” There was some discussion as to how to balance the need for Senate flexibility, for unexpected needs and demands, with a more fixed timeline in getting work done. No decision was made.

ADJOURNMENT: The meeting was adjourned at 5:05 pm.

RESPECTFULLY SUBMITTED: Susan Lum, Secretary