

# LEEWARD COMMUNITY COLLEGE

## 2003 – 2004 Faculty Senate

APPROVED Minutes of the October 15, 2003 Meeting

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

**SENATORS PRESENT:** N. Buchanan, J. Chernisky, L. Currivan, R. Flegal, C. Ganne, J. Goodman, K. Hill, C. Hochstein, W. Imada, P. Kennedy, K. Khan, G. Levy, P. Lococo, C. Martin, S. Palombo, D. Sakai, F. Sherry, S. Wood, C. Yokotake

**SENATORS EXCUSED:** M. Nakano, R. Pfeiffer

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

**APPROVAL OF THE MINUTES:** The minutes of the September 24, 2003 meeting were read and approved with minor corrections: inclusion of Senator C. Yokotake as excused, clarification of RTRF as Research & Training Revolving Fund under Special Reports, and clarification of UHM resistant to housing the System Banner office under its IT office under Chair's report.

### **COMMITTEE REPORTS:**

BUDGET AND PLANNING – Senator Chernisky reported that Raymond Liongson (BT) and Michael Nester (AH) joined the committee, making its membership 4 and thereby fulfilling the requirements that a committee be comprised of a minimum of 3 individuals.

Senator Chernisky then stated that he believed that the Senate needed to have a copy of the College's budget information on file. This file should be located with the past Senate minutes, which are currently located in the LCC library. As there is no such file currently in existence, Senator Chernisky asked the Senate members to look in their files to share past budget items.

Senator Chernisky informed the Senate that the budget was shared with the Campus Council in September 2003, yet none of the budgetary information was shared with the Faculty Senate. He stated that he would like to begin having budgetary meetings on a regular basis with Administration in order to keep the Senate abreast of current information. This was a high concern point as issues such as course reduction, enrollment caps, the new 70% cut off percentage to cancel classes, System assessments taxes and others continue to occur.

Due to these concerns, the Budget and Planning committee did present four possible alternatives to System Assessments. They were as follows:

1. No action.
2. Dialogue with BOR; Campus; Admin.
3. Request for Study Resolution:
 

“That the UH-LCC FS request that the BOR require the UH System Central Admin. to immediately institute an impact and feasibility study of UH System assessments, reorganizing costs, mandates and taxes.’ During the completion of this two week study, all FacSenates will have due process & be duly notified.
4. Request for Study & Rescission (add)
 

“UH-LCC FS also requests that collection of such assessments be rescinded until all alternatives have been studied and the study completed.”

No action was taken on any of the suggestions mentioned.

FACULTY COMMITTEE – The Committee on Committees (a sub-committee under the Faculty Committee), met on October 5, 2003 and made a list of faculty members whose names could be submitted to write the position description for the Vice Chancellor/Chief Academic Officer. The names submitted to administration were James West, Lenore Maruyama, and Jake De Ste Croix.

The Faculty Committee sent the results of the faculty survey to the Division Secretaries, to forward to the faculty in their divisions. There will be 2 open forums held on the two issues which generated strong negative responses (faculty participation and budgeting). The forums will be held on Wednesday, October 22, 2003 from 2:00-3:00, and Thursday, October 23, 2003 from 12:30 to 1:30. Both meetings will be in the Language Arts Green Room.

ELECTIONS COMMITTEE – Senator Palombo asked for 2 volunteers to assist her in distributing and collecting ballots. Senators Imada, Martin, Pfeiffer and Wood volunteered.

She then informed the Senate that she had put the ballots in the Bulletin and faculty’s boxes. She encouraged outgoing Senators to consider resubmitting their names and running for another term.

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE – Senator Martin reported that Senator Yokotake will be co-chairing this committee with her. They were working on soliciting a list of concerns from the campus from which to begin working. Senator Levy informed the committee that some of the concerns from the previous years were still issues. One such example was the bookstore.

LEGISLATIVE COMMITTEE – Senator Chernisky informed the Senate that this committee was still looking for additional members as a committee needs at least three members to be official.

He informed the Senate that there was to be a Town Meeting on October 22, 2003 at Pearl Ridge Elementary School Cafeteria. The topic of the meeting would be the H-1 freeway widening project.

Senator Chernisky did urge the Senators to review the Special Memorandum for Community College Faculty by UHPA. He emphasized the section on Reorganization Part II: A New Opportunity for Faculty Governance.

STUDENT COMMITTEE – Senator Flegal reported that the Student Committee was still working on resolving one outstanding issue--a student grievance. He had just finished checking the correct procedures and committee composition requirements for the process to continue.

He thanked Senator Hill for sharing information regarding Opening Day Experience.

PROGRAM REVIEW COMMITTEE – Senator Hill reported that she was in the process of forming the committee. During this formation period, she was looking at having 2 representatives from each Division, perhaps calling on the Discipline Coordinators. She would like the members' terms be staggered like the Curriculum Committees so that there would always be some continuity. Senator Hill would be contacting the Dean of Arts and Sciences and Dean of Career and Technical Education to discuss these issues.

CURRICULUM COMMITTEE – Senator Lococo presented the Senate with four curriculum modification proposals. They were:

ANTH 200 Cultural Anthropology (3 credits) Modification – Delete the recommended preparation of ENG 21 or 22. Replace this deletion with a Prerequisite of ENG 21 or 22 with a grade of C or better or equivalent.

ANTH 210 Archaeology (3 credits) Modification – Delete the recommended preparation of ENG 21 or 22. Replace this deletion with a Prerequisite of ENG 21 or 22 with a grade of C or better or equivalent.

<p><b>Motion 03-33: To approve the Anthropology Discipline's request to have prerequisites of ENG 21 or 22 with a grade of C or better or equivalent be added ANTH 200 and 210.</b></p>
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<p><b>PASSED – Unanimously</b></p>
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ANTH 215 Physical Anthropology (3 credits) Modification – Delete the recommended preparation of ENG 21 or 22. Replace this deletion with a Prerequisite of ENG 21 or 22 with a grade of C or better or equivalent. ADD a co-requisite of concurrent enrollment in ANTH 215L.

ANTH 215L Physical Anthropology Lab (1 credit) – Delete the recommended preparation of ENG 21 or 22. Replace this deletion with a Prerequisite of ENG 21 or 22 with a grade of C or better or equivalent. ADD a co-requisite of concurrent enrollment in ANTH 215. It was noted that ANTH 215L was taught under the experimental course number ANTH 297L at one time.

**Motion 03-34: To approve the Anthropology Discipline's request to have prerequisites of ENG 21 or 22 with a grade of C or better or equivalent AND that ANTH 215 and 215L become co requisites.**

**Passed - Unanimously**

SERVICE COMMITTEE – No report given.

**CHAIR'S REPORT:** Chair Goodman reported that at the All Campus Council of Faculty Senate Chairs Retreat held at Honolulu Community College on September 26, 2003, Linda Johnsrud was appointed to be the UH Administration liaison to the ACCFSC. Former Manoa Senate Chair Tom Bopp shared an historical piece of information regarding the ACCFSC. This body was formed under the University President and Manoa Chancellor Albert Simone. The tradition of regular meetings between the Faculty Senate Chairs and the President started when the Manoa Senate Chairs met with their Chancellor. This led to Faculty Senate Chairs from the other campuses seeking regular meetings with the President as well.

Chair Goodman reported that a few Chairs felt that the UH had an image problem with the media. This image problem manifested itself by the media not going to the Manoa or System faculty for expert analysis of situations. The media have a habit of asking faculty from Hawaii Pacific University or Chaminade.

Chair Goodman next clarified the following information from previous reports:

-Sam Callejo's position was questioned during the summer BOR meeting. Senator Goodman reported that the BOR felt that they needed to provide President Dobelle with the necessary staffing he requested so that he could provide the level of services he believed could be done.

-Due to the limitation of the supplemental budget for 2005, new programs can only be considered if they bring in more money than they receive in funding. If the programs were not currently in place, the ability of the programs to generate revenue would be a large part of the decision making process. This would be a system wide concern affecting the community colleges as well as the baccalaureate granting institutions.

-Transparency in budgeting – That the information on the budget would be more accessible to the University constituencies and members of the State legislature to aid in their decision making process and in setting priorities. Dobelle was working with the Council of Chancellors to implement this.

The following issues were shared with the Senate. No further action was taken on them.

-Workload – The issues of decreasing workload at the community college's and the under funding of the community college's by general funds were mentioned.

-E5.209 – That this document needed to be revised. An ad hoc committee needed to be formed. It was hoped that E5.209 could be revised by the end of the year. It was felt that this should be a bottom-up process.

-Articulation issues – a question of whether or not the University Council on Articulation was still in effect to deal with other than Manoa issues. Or at least function until new articulation procedures were in place. Also, there was a concern that the Banner computer system was driving academic issues.

### **OLD BUSINESS:**

-F and N grade issue –The issue of the F/N grade was raised again. Senator Flegal, chair of the Student Committee, was asked to address the issue. He planned on creating a set of questions to use in a poll for the faculty. He wanted the Senators to give him any questions that would be included in the poll. Much discussion on the issue ensued.

Issues such as the following were mentioned:

- What was the objective for the results?
- How were the results going to be used?
- That statements should be made in the catalog that universities outside of the UH System may recalculate the N to be an F.
- Who would make the final decision regarding the policy?
- What is the history of the N grade? What results did other committees that researched the N grade come up with?

-Formation of a committee to revise the AA degree. Senator Lococo reported that he believed that this committee should be broad based. He wanted to gather background information first, then form the committee. He believed that he would be able to begin forming the committee sometime next week.

It was suggested that Senator Lococo should contact Doug Dykstra on information regarding the history on the review of the AA degree. He was also referred to Dave Cleveland (HCC) and Louise Pagotto (KCC) to obtain information on their rationale and how they revised their AA degrees.

A few Senators believed that this committee should work closely with the Program Review committee. This point was made as it was their belief that the results of a revised AA will affect the Program Review process. This point was noted, and more information was needed.

Senator Buchanan volunteered to be a member of this committee.

The next Senate meeting was set for November 5, 2003.

**ADJOURNMENT:** The meeting was adjourned at 5:00 PM.

**RESPECTFULLY SUBMITTED:** Candace Hochstein, Secretary