

# LEEWARD COMMUNITY COLLEGE

## 2001 – 2002 Faculty Senate

APPROVED Minutes of the October 17, 2001 Meeting

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James Goodman, Chair  
Jean Hara, Vice Chair  
Jack Pond, Secretary

**SENATORS PRESENT:** P. Cravath, A. Dabrowski, Z. Estrada, R. Flegal, C. Ganne, J. Goodman, J. Hara, K. Hill, W. Imada, J. Kappenberg, G. Levy, P. Lococo, C. Martin, M. Minasian, D. Pascual, J. Pond, M. Reese, R. Tanimoto.

**SENATORS EXCUSED:** N. Buchanan, P. Frary, R. Toyama.

**SPECIAL GUESTS:** Mark Silliman, Provost

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

**SPECIAL REPORT:** The Provost addressed the Senate regarding the transferability of CC credits to UHM. We are attempting to create a truly seamless system, but first we need to work on the transferability of credits among the CCs because this is not codified or based on shared values.

**APPROVAL OF THE MINUTES:** Minutes of the September 26, 2001 Senate meeting were read and approved with minor corrections.

### **COMMITTEE REPORTS:**

**BUDGET AND PLANNING** – Senators Kappenberg and Reese reported that the ADP is progressing. Some agreement is being reached on goals and objectives, while the biggest question that remains is how general or specific they should be.

**ELECTIONS** – Senator Lococo reported that a letter seeking nominations for the upcoming election has been sent. The elections are planned for November 5 through 16. The Faculty Committee and Election Committee will develop an easy to read and understand description of the Senate, its duties, committees for distribution and posting on the Senate website with the assistance of Senator Toyama.

ACADEMIC AND INSTITUTIONAL SUPPORT – Senator Martin reported that the correct name of this committee is Academic and Institutional Support (not Instructional Support). This difference has broad ramifications for the Committee’s duties. Senator Martin also reported that the LCC Fair will be held on October 27. Its emphasis will be on learning and that learning can be fun. She encourages all to attend.

PROGRAM REVIEW – Senator Levy reported that Cheryl Chapell-Long, who was invited to the last AIC committee meeting, outlined the guidelines for program review: demand, efficiency and outcome. The Program Review Committee will focus on the A.A. degree rather than on vocational technical programs which must undergo frequent and rigorous program review. Liberal arts programs do not generally undergo such scrutiny. The committee is also focusing on Student Services because of the Accreditation Visiting Team’s recommendations.

STUDENT – Senator Pascual reports that the Committee is working on flyers for the next Opening Day. Additionally, she is working with Aulii Silva (Student Activities Coordinator) about having cross representation with the Student Senate.

**CHAIR’S REPORT:** The Chair briefly reported on the meeting with CC Senate Chairs and Provosts at KCC. Discussion centered on closer cooperation across campuses by beginning a process among Deans and Faculty Senate Chairs to standardize CC articulation. The CCs must organize and cooperate before one UH system is fully implemented. This may include the possible formation of one UH Faculty Senate.

### **OLD BUSINESS:**

CHLOE HOLLAND SERVICE COMMITTEE – This committee still needs a chair, but none came forward. Discussion centered around whether the functions of this committee might not be better assumed by the Campus Council as it has broader campus representation and is therefore in a better position to be aware of community service efforts on campus which is a concern of the entire campus. (See Report of the All Campus Council of Faculty Senate Chairs of September 7, p. 1, II B.) Perhaps this Senate committee could work in conjunction with the Campus Council. The Committee has held ad hoc status for a number of years and maybe it should be dropped if it is not seen as a Senate priority.

SENATE CHARTER AND BY-LAWS – Senator Pond noted that these have indeed been approved. Still, the Senate feels that clarification on some points may be needed. The Faculty Committee will take on the job; Senators Hara, Hill and Imada volunteered to assist.

**NEW BUSINESS:**

- ❑ The Phase II Reorganization Committee needs four faculty recommended by the Senate (including at least one non-Senator). Senators Kappenberg, Cravath, Martin, and Estrada quickly volunteered. The Senate Executive Committee will select three and a fourth non-Senator to forward to the Provost.
- ❑ The Chair distributed a two-page description of the Senate that will be included in the new Faculty Handbook. Senators are asked to read and submit suggestions within one week.
- ❑ Former Senator Dennis Kaibara has approached the Senate to ascertain the Senate's interest in hosting the Christmas Party. Possible scenarios might include Senate sponsorship of the party, a Senate/Campus Council co-sponsorship, alternating between Senate and Campus Council. Faculty will be asked to give input on this issue via email.
- ❑ The Senate has been asked for representation on the Board of Student Publication. Senators Cravath and Ganne stepped forward to volunteer. Senator Ganne was selected.

**ANNOUNCEMENTS:**

- ❑ Dates for Senate meetings for the Spring Semester are as follows: January 23, February 13, March 6, April 3 (first week after Spring Break), April 24, and May 8 (last day of instruction).
- ❑ Next meetings: November 7, December 12

**ADJOURNMENT:** The meeting was adjourned at 5:30 pm.

**RESPECTFULLY SUBMITTED:** Jack Pond, Secretary.