

LEEWARD COMMUNITY COLLEGE
2005-2006 Faculty Senate

APPROVED Minutes of the December 14, 2005 Meeting

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

SENATORS PRESENT: J. Chernisky, 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, D. Thomson, J. West

SENATORS ABSENT: K. Chambers, L. Currivan, C. Hochstein, R. Liongson, S. Thomas, L. Yamada

GUESTS: Becky George, Stephen Herr, Ross Higa, Kay Porter, Patricia Ramos

CALL TO ORDER: The meeting was called to order at 3:10 p.m. with a quorum.

APPROVAL OF THE MINUTES:

The minutes from November 16, 2005 were approved unanimously, with one correction.

CHAIR'S REPORT:

Chair Chernisky reported the highlights of the last ACCFSC Meeting:

- flo wiger, Vice Chancellor, Academic Affairs, Maui CC, expressed the need for prior consultation with all constituents for any changes in articulation agreements. It was recommended that faculty see Division Chairs with any concerns they have regarding articulation.
- Problems with monies not being transferred to the TSA funds are being handled by the UH System. The UH System is committed to ensuring that all monies are transferred from payroll in a timely manner.

The ad for the Chancellor's position has been approved. Interview questions are presently being drafted.

Due to room scheduling conflicts, Faculty Senate meetings for the spring semester will be held in FA 201.

EXECUTIVE TEAM: Senator Ross commended Senator Matsumoto and her committee for their work on the Faculty Senate Charter and Bylaws Revisions.

COMMITTEE REPORTS:

CURRICULUM COMMITTEE – Senator Lococo introduced a series of motions, most of which involve modifications to courses such as filling in blank fields, answering course assessment and distance education questions in Curriculum Central, and modifying SLOs. More information pertaining to modifications for specific courses can be found in the attached Curriculum Committee Report of 12/14/05.

Motion 05-56: To approve the course modifications for ENG 18.

PASSED - Unanimously

Modifications to ENG 100 also include changing the stated prerequisite to: “Grade of “C” or higher in ENG 21 and ENG 22, or equivalent reading and writing courses; or placement into ENG 100 and ENG 102; or approval from the Language Arts Division.” This change in language is to help guide students through the appropriate sequence of courses and to deter them from dropping ENG 21 as one of the prerequisites for ENG 100 or ENG 102.

Motion 05-57: To approve the course modifications for ENG 100.

PASSED - Unanimously

Modifications for TAG 101 include the answering of course assessment questions and the filling in of blank fields on Curriculum Central.

Motion 05-58: To approve the course modifications for TAG 101.

PASSED - Unanimously

Modifications for JPNS 111 include the answering of course assessment questions and the filling in of blank fields on Curriculum Central.

Motion 05-59: To approve the course modifications for JPNS 111.

PASSED - Unanimously

Modifications for BUS 121, BUS 140, and BUS 143 include the answering of course assessment and distance education questions and the filling in of blank fields on Curriculum Central. In addition, SLO’s for BUS 121 were modified, the prerequisite was changed from “none” to ENG 21 or ENG 22 with a grade of C or better. Prerequisite for BUS 140 modified to “none.”

Motion 05-60: To approve the course modifications for BUS 121, BUS 140, BUS 143.

PASSED - Unanimously

Modifications for PHIL 102 and PHIL 110 include the answering of course assessment and

distance education questions and the filling in of blank fields on Curriculum Central. SLO's for PHIL 102 were modified and the course title and catalog description of PHIL 110 were changed to conform with UH Manoa's description. In addition, the prerequisite requirement for all three courses was changed to "None."

Motion 05-61: To approve the course modifications for PHIL 100, PHIL 120, PHIL 110.

PASSED - Unanimously

Modifications for HIST 151, HIST 232, HIST 281 and HIST 282 include the answering of course assessment and distance education questions and the filling in of blank fields on Curriculum Central. SLO's for HIST 232 were also modified.

Motion 05-62: To approve the course modifications for HIST 151.

PASSED - Unanimously

Motion 05-63: To approve the course modifications for HIST 232, HIST 281, HIST 282.

PASSED - Unanimously

Motions were also introduced to approve four new certificates. The Academic Subject Certificate in Writing will provide students with an opportunity to focus their elective studies on developing their writing abilities. The Certificate consists of 18 credits; 15 credit hours beyond ENG 100.

Creative Track:

ENG 100 Expository Writing	9 Credits
ENG 215 Advanced Expository Writing	
ENG 201 Introduction to Creative Writing	

Three of the following courses:	9 Credits
---------------------------------	-----------

One writing intensive 200-level course in Literature	
ENG 217 Writing about Oahu	
ENG 211 Autobiographical Writing	
ENG 205 Magazine Editing and Production	
JOUR 205 Newswriting	18 Credits Total

Business Track:

ENG 100 Expository Writing	12 Credits
----------------------------	------------

ENG 215 Advanced Expository Writing
 ENG 209 Business Writing
 ENG 225 Technical Writing

Two of the following courses:

6 Credits

ENG 201 Introduction to Creative Writing
 ENG 217 Writing about Oahu
 ENG 211 Autobiographical Writing
 ENG 205 Magazine Editing and Production
 JOUR 205 Newswriting
 BUS 259 Supervision
 BUS 271 International Business Protocol

18 Credits Total

Motion 05-64: To approve the addition of a new Academic Subject Certificate in Writing.

PASSED - Unanimously

The Certificate of Completion in Business Essentials will focus on students developing computational skill patterns, communicating clearly and concisely on professional and personal levels, and selecting and utilizing word processing, spreadsheet and presentation software.

Certificate requirements include a total of 12 credits from the following 3 credit courses: ENG 100, or ENG 209, BUS 155 (BUSN 1088), BUS 101 and SP 151 or SP 251.

Motion 05-65: To approve the addition of a new Certificate of Completion in Business Essentials.

PASSED - Unanimously

The Certificate in Competence in Management Foundations will provide insight to practical applications of managerial functions, theories, and structures and an introduction to accounting theory and marketing fundamentals. Certificate requirements include MGT 120, ACC 124 or ACC 201, and MKT 120 for a total of 9 credits.

Motion 05-66: To approve the addition of a new Certificate of Competence in Management Foundations.

PASSED - Unanimously

The Certificate of Competence in Retail Foundations will help students develop interpersonal communication skills, an understanding of the human resource manager's roles and duties, and will help to provide a foundation in retail management. Certificate requirements include MGT 122, MGT 124, and MKT 130 for a total of 9 credits.

Motion 05-67: To approve the addition of a new Certificate of Competence in Retail Foundations.

PASSED - Unanimously

One final motion was made to approve modifications to the AAS degree in Supervisory Management. The program modifications involve replacing the elective PSY 170 with MKT 130, and also changing the alphas for four courses from BUS to MGT or FIN. This change helps to distinguish the courses as part of the Management program. The changes in alpha are as follows

BUS 121 to MGT 121
 BUS 125 to MGT 125
 BUS 125B/C/D to MGT 125B/C/D
 BUS 150 to FIN 150

Motion 05-68: To approve modifications to the AAS degree in Supervisory Management.

PASSED - Unanimously

Senator Lococo reported that he has been in discussion with Interim Chancellor Quigley regarding setting-up the boards that will rule on determining the categories for AA degree courses. He also mentioned that Vice Chancellors on every UHCC campus have adopted LCC's Curriculum Central model.

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE – Senator Fujishima-Lee distributed a committee report listing the following concerns:

- Parts of the parking lot continue to be dark. The section between MS and OCEWD is especially dark.
- The air conditioning unit in DA 103 is very loud, forcing the instructor to have to speak loudly and students to struggle to hear her over the air conditioner.
- Signage for the entire campus continues to be in need of improvement; there is no Pearl Restaurant sign and parking lot signs to direct visitors. The room signs for each building are not always oriented correctly and cause confusion.
- A coffee/snack kiosk or cart would be welcomed for early bird and night students. The vending machines do not always work and there is no coffee vending machine.

BUDGET & PLANNING – No report.

ELECTIONS COMMITTEE – No report.

FACULTY COMMITTEE – No report.

LEGISLATIVE RELATIONS COMMITTEE – Senator Thomson reported that the committee had met with Representative Waters and that he seemed interested in and committed to helping LCC.

PROGRAM REVIEW COMMITTEE – No report.

STUDENT COMMITTEE – No report.

AD HOC COMMITTEES

CHARTER/BY-LAWS – Senator Matsumoto instructed Senate on the rules for the first reading of the Charter and Bylaws revision. The process began with addressing points of information and then proposed amendments. The purpose of the first reading was to clarify points of information and determine what would be put on the ballot for vote as an amendment. Comments were given in “round robin” fashion. There was some discussion pertaining to points of information and proposed amendments involving substantive change. Senators were directed to mark their discussion ballots with a “Y” or “N” to determine whether or not an amendment should appear on the ballot for vote. The vote will take place at the next Senate meeting, January 25, 2006.

SERVICE – No report.

ALTERNATIVE GRADES – No report.

NEW BUSINESS: Becky George, ELI Instructor, requested that Senate consider the need for ELI students to have a Pass/No Pass (P/NP) grading option. All ELI courses are non-credit so the grade of P/NP, as opposed to the current C/NC, makes more sense and better reflects the true nature of a grade for a non-credit course.

<p>Motion 05-69 (Lococo/West): To establish the P/NP grading option for ELI courses only.</p>
--

<p>PASSED - Unanimously</p>

ADJOURNMENT: The meeting was adjourned at 5:35pm

RESPECTFULLY SUBMITTED: Susan Lum, Secretary