Faculty Senate Meeting
Tuesday November 1st, 2011
12:30-1:30 PM Palanakila 117

Members present
Kay Beach (MAT/BUS), Paul Briggs (Off Campus Chair), Jane Uyetake (CCE/OCET),
Ross Langston (Presiding Chair), Floyd McCoy (NAT SCI), Frank Palacat (SOC SCI),
Carla Rogers (Student Affairs), Aaron Sala (HUM), Mary Segura (LANG), Mike
Tom (SUP), Kathleen Zane (Recording Chair)
Kathleen French (CCAAC Chair)

Guests
Jan Lubin (Director of Planning and Program Evaluation; Mission, Vision, Core
Values Subcommittee); Kevin Morimatsu, (Curriculum Support); Brian
Richardson (Dean of Academic Affairs Division II)

1) Call to Order 1:35 PM

2) Approval of Minutes of October 4th & October 18th meetings. Approved unanimously.

3) Reports
A) CCAAC (Kathleen French & Brian Richardson)

• Approval of New Proposals

The motion to approve the Veterinary Technician program was passed unanimously.

• Curriculum Policies & Procedures

Kathleen F. presented the Curriculum Committee Policies & Procedures. The subcommittee
consists of Jan Lubin, Aaron Sala, Mary Segura and Floyd McCoy.

Carla questioned the terminology in Section IV. Connection to Degrees and Certificates,
third paragraph which implies the retake of a course is a form of “double dipping”. Brian R.
clarified that it refers to “repeatability”. Kathleen F. accepted the suggestion for editing.

Paul B. questioned where the policies and procedures will be housed within the College.
Discussion followed concerning the routing for approval of the policy and its relationship to
the system policy. It was noted that this policy is a work in progress, with foreseeable
changes. Frank P. questioned whether assessment resides with the IEC or the Curriculum
Committee. Kathleen F. inquired about the point of the curriculum committee if it is not
doing course assessments. Jan L. stated that assessment has always resided with the IEC
and stressed the importance of looking at assessments for the accreditation study.
B) ACCFSC/CCFSC (Paul Briggs)

ACCFSC: Paul B. reported on the ACCFSC meeting where presentations were made by Howard Todo and by Jim Gaines. The committee’s interest was transparency of budget expenditures which was not fully covered by the presenters’ Power Points.

Paul B. announced that he is heading the subgroup on common course numbering.

CCCFSC: Paul B. reported on some of the key issues addressed by John Morton. Standardizing transcripts across the UH system is difficult, and the payment of an upfront matriculation fee appears to be a means of generating revenue lost from the current system. With regard to Reverse Transfer, there is a list of UH-Manoa students who have earned and will be awarded an AA degree without charge. Paul B. informed the Senate that its comments on the Online Learning Strategic Plan were sent to Peter Quigley and will be incorporated into his document;

Also discussed was the need for Credit Hour Monitoring in order to deal with differences and inconsistencies in contact hours and credit hours across the system, especially in completely different programs with separate interpretations of what is required for accreditation. Jan L. requested that Peter Quigley’s list of inconsistencies be made available. Ross L. provided the example of laboratory classes, where contact hours far exceed the number of hours that are paid for.

C) Planning, Budget & Accreditation (Ross Langston)

Ross L. reported that the recent meeting concerned the amortization of equipment and that the deadlines for the form differ for the PBC and the chair.

D) Policies and Procedures (Jan Lubin)

Jan L. reported that there was nothing new to report from the committee.

P&P for Capital Improvement & Renovations:

Ross raised the matter of the rejection by the Aesthetics committee of a further review by the Faculty Senate of the revised Procedures & Policies for CIP. Jan L. stated that the Faculty Senate should not be bypassed. Floyd M. suggested that there be a Faculty Senate representative on the Aesthetics Committee and he volunteered to serve as such. Ross L. recommended that there should be oversight, and that this should be coming from MAPSAC rather than the Aesthetics Committee. The question arose as to why the plan had been introduced to the Faculty Senate whose opinions were then disregarded. It was suggested that the Faculty Senate ask to see the new draft. Brian R. stated that a CIP renovation policy is needed and that would more appropriately come from MAPSAC; at any rate the policy has to be reviewed by Chancellor Dykstra.
Kay B. asked whether guests were permitted as members of subcommittees and inquired about Jan L.’s status in the Faculty Senate. Kate Z. confirmed that Jan L. is recorded as a guest.

4) Old Business

A) Online Balloting for DPC Elections

Ross L. stated that Faculty Senate needs to submit a recommendation on the topic of online balloting and asked for a consensus. Anonymity remained a concern, and the Senate concurred that it was in favor of online balloting if anonymity were guaranteed. Brian R. is using a system other than Ballotbin, and he will be asked to attend the next meeting to demonstrate the functions that could ensure that this system can permit voters to remain anonymous.

B) Assigned Time Requests:

The committee proposed to develop and use a rubric inasmuch as no criteria for evaluating the requests had been established. Committee members will meet before the next Faculty Senate meeting when they will report on the results.

C) Proposed Noting of Student Credentials: Tabled since Lokelani Kenolio is out.

D) Proposed Transaction and Service Fee Change: Tabled since Lokelani K. is out.

5) New Business

A) Resolution for Ho’olaule’a Committee

Carla will write up a resolution for acknowledgement of the committee’s work in the success of the 2011 Ho’olaule’a. It was noted that the committee has already been recognized by the WCC administration.

The meeting was adjourned at 1:34 PM.