Faculty Senate Meeting  
Tuesday September 4th, 2012  
1:00-2:00 PM Palanakila 117

Senators Present:  
Paul Briggs (Off-Campus Chair), Liko Hoe (Presiding Chair), Ryan Koo (Humanities), Weiling Landers (Math/Business), Floyd McCoy (Natural Sciences), Leslie Opulauoho (Recording Chair), Carla Rogers (Student Affairs), Mary Segura (Language Arts), Mike Tom (Academic Support), Jane Uyetake (OCCE)

Senators Absent:  
Frank Palacat (Social Sciences)

Guests Present:  
Kathleen French (CCAAC Chair)

1. Call to Order: 1:05pm

2. Approval of May 1st and Aug. 21 minutes  
Motion to accept August 21, 2012 minutes (WeiLing/Ryan)  
Motion passes viva voce

Leslie will follow up w/Jan & Kate (May 1st minutes – what was the policy and the importance of the approvals)

3. Reports

A. CCAAC (Kathleen French)  
CCAAC Proposals – when proposals are approved, notifications will be sent to Faculty Senate.

Discussion Board – (example: ICS 208) based on feedback regarding discussion board emails, a recommendation has been implemented: now an initial email will be sent to ALL faculty/staff when there is a new discussion board item for review. Faculty/Staff can then “opt-in” to the discussion board and post feedback or responses. This will minimize the multiple emails and notifications each time a new response or addition is added to the discussion board. This way everyone is aware of the issues and proposals being considered throughout the campus, and they are ALL given an opportunity to offer feedback on the discussion board. However, each individual has a responsibility to be aware of the discussion topics and to offer feedback as desired. The opportunity for feedback is important especially when a proposal is initially introduced, rather than later in the process because it can affect the efficient review and action necessary to implement proposals.

Curriculum Central – changes can be input at any time, however based on the policy – if there are changes to the proposal then it will be important that the proposal goes back to the CCAAC and the Faculty Senate for review and approval. New procedures and policies necessitate the need to reassess and determine the most appropriate timeline for proposals. Important – faculty/staff should review proposals in a timely manner (proposals should be posted for at least one week) – so that the proposal can move through the review process more efficiently and effectively.

CCAAC is open to feedback and flexibility to the policies with the discussion board. The discussion board will host program proposals, course proposals, modifications to a course, etc.

Process includes the discussion board posting (one week) for review and feedback, then the CCAAC votes on the proposal based on the feedback, the Faculty Senate votes on the proposal, and then the VCAA votes on proposals.

B. ACCFSC/CCCFSC (Paul Briggs)  
August 24th – ACCFSC – representing faculty or individually themselves  
Union – protects and represents the faculty; Campus Reps – represents the faculty

Common Core State Standards – Hawaii DOE are planning to implement (44 participating states)

September 21, 2012 (Friday) at the Ala Moana Hotel – Smarter Balanced Assessment (Higher Education) H.S. graduation standards exceed the CC standards. Vocational A.S. programs –
specific Math and English may not meet GE requirements; focus on “trades” programs – primarily Honolulu CC, Hawaii CC – certificate programs. There may be minimal initial impact to the AA degrees.

Alternative Degree Programs – JumpStart, CTE program and HS credit / Adult Basic Education – GED prep (DOE or CC responsibility and focus) CT3 Grant – offer GED program; Federal Financial Aid funding.

Streamline pathway to complete a degree – Kaieie program (KapCC and UHM); some effort to centralize transcript evaluation and review. UHM reviewed degree requirements and mapped out what courses to complete a degree in four-years. If student completes two years at CC then transfers to UHM – History is the only major that can be completed in four years. All other degrees need additional three-years versus two years to complete. Discussion will continue between CC and UHM regarding course sequencing and the timely completion of degrees.

Complete College America (CCA) – graduation, transfer and retention rates (handout)

August 31st – CCCFSC -
Classes Offered – 200 level or other
Students enrolled in a semester (double-digit)
Retention Rates – poorly defined; request best practices in how to increase retention rates; don’t minimize the rigorouness of the course content;

Common Course Numbering –
MRC Greenwood – multiple campus faculty senate discussions of possible censure of the president and actions/comments regarding athletic situation? Faculty Senate – how much ability to effect change? Change usually is initiated or begins with a specific campus faculty senate. When there are questions, they should be raised, however how does the faculty continue to work with the administration to insure that there is accountability for behavior and actions.

Recognizing the power of the faculty senate – preserve the academic credibility of the college/university. When there are problems, then the faculty senate from our campus and other campuses have the ability to discuss, identify the concerns and potentially raise questions of accountability and request answers and documentation. Greenwood is accountable to the UH system.

4. New Business
   A. Set up Assigned Time Committee (Brian Richardson)
      Paul/Kay/Frank – previous committee
      Review of assigned time requests, recommendations forwarded to VCAA for final approval
      Transparency – offer faculty the opportunity to submit requests for assigned time (equal opportunity) – Offer the faculty senate an opportunity to review and offer input to request for assigned time. Is the faculty senate given the necessary information to make an informed recommendation (including a knowledge of department needs, program budgets, and the impact of assigned time of campus resources – physical, financial, personnel, etc.)
      Policy (3 member ad hoc committee) – 11 month, 9 month and ETC – benefit to students, benefit to applicant, benefit to community or state (reasonable) – fair amount of work (Kay – one and done – apply for assigned time – perpetual or when service/program is complete).
      Consideration and Selection of Committee deferred to next meeting

5. The meeting was adjourned at 2:07 pm

Next Meeting: Tuesday, September 18, 2012

Minutes submitted by: Leslie Opulauaho
Recording Chair