Faculty Senate Meeting  
Tuesday September 18th, 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), Frank Palacat (Social Sciences), Carla Rogers (Student Affairs), Mary Segura (Language Arts), Mike Tom (Academic Support), Ex-Officio (non-voting): Kathleen French (CCAAC Chair)

Senators Absent:  
Jane Uyetake (OCCE)

Guests Present:  
Jan Lubin (IEC Chair)

1. **Call to Order:** 1:04pm

2. **Approval of September 4th minutes**  
Motion to accept September 4, 2012 minutes as amended (Carla / Floyd)  
Motion passes viva voce

3. **Reports**  
   A. **CCAAC-ICS 208** (Kathleen French)  
      Motion to approve ICS 208 (Floyd/Ryan)  
      Motion passes viva voce

      New courses, course modifications – what generates the initiation or changes to courses?  
      Proposer offers evidence of why a course is needed, or why the course modification is needed.  
      Submissions can be made by faculty, however those with limited teaching or lecturers may work with other faculty to submit recommendations.

      Courses currently on the WCC Discussion Board include: AERO 150, PAC 108, PSY 225, ANTH 175 and 175L

   B. **ACCFSC/CCCFSC** (Paul Briggs)  
      CCCFSC – October 5, 2012 coincides with the WCC Strategic Planning Council;  
      ACCFSC – September 27, 2012 (Thursday); BOR meeting September 28 (Friday) – therefore the ACCFSC will have their meeting either before or after the BOR meeting.

4. **Old Business**  
   A. **Sub-Committee on Assigned Time**  
      Faculty Senate members were requesting more clarity regarding the procedures or clearer guidelines regarding the directives and purpose of the committee. Why is the faculty requesting assigned time? How is the department impacted by the assigned time? Decision making ability by Department Chair or Dean's level regarding the departments' needs, program budgets, goals, etc.  
      Faculty Senate review – Assigned Time Committee policies & procedures (website) –  
      [http://windward.hawaii.edu/Policies/Assigned_Time_Policy.pdf](http://windward.hawaii.edu/Policies/Assigned_Time_Policy.pdf)  
      Faculty Senate members are encouraged to review the website and information on the policies prior to the next meeting.

5. **New Business**  
   A. **Accreditation Team Meeting with Faculty Senate- Oct.16**  
      Pre-Introduction Meeting – Accreditation Team (Liko, Paul and Leslie)  
      Accreditation team representatives want to meet with either the Faculty Senate Chairs or the Faculty Senate. (Tuesday, October 16, 2012 at 1:00 pm in Palanakila 117) – Should they meet with the complete senate or the specific senate chairs? Questions might include: How is the faculty senate interacting with the college, faculty, administration, etc. They will ask similar questions of different groups (looking back at information from the self-study over the last five years, such as
If the faculty is being listened to by the administration?) This is an opportunity for the faculty senate to provide a unified front and provide a broader base vs. specific leadership representation. The Senate decision is to utilize the existing Faculty Senate meeting (Tuesday, October 16, 2012 at 1:00 pm) to meet with the Accreditation team.

B. Master Plan Committee
The Faculty Senate has representative seats on the Master Planning and Space Utilization Committee. Ross Langston served as the previous representative, and has offered to remain as the representative.

There are two committees that meet: the Master Planning and Space Utilization Committee – is currently functioning under the existing master plan, while the Master Planning Committee (PRU) – to review and create a new master plan – taking into consideration the Chancellor’s vision and the Aesthetics Committee, MapSAC Committee and Planning & Budget Council. The senate is requesting clarification about which committee is the current standing committee, what is the makeup representation and purpose of the committee, then identify the faculty senate representative.

IEC created an Ad Hoc committee which developed the policy on assessing governance structures. The campus committees were reviewed and each committee is assessed through the GSIEC – Governance Subcommittee of Institutional Effectiveness Committee. If the committee plays a substantial role in decision making on the campus, then it is a part of the assessment timeline.

6. The meeting was adjourned at 2:06 pm

Next Meeting: Tuesday, October 2, 2012

Minutes submitted by: Leslie Opulauoho
Recording Chair