Senators Present:

- Carla Rogers (Student Affairs)
- Floyd McCoy (Natural Sciences)
- Frank Palacat (Social Sciences)
- Heipua Kaʻōpua (Recording Chair)
- Jane Uyetake (OCCE)
- Jody-Lynn Storm (Math/Business)
- Kathleen French (CCAAC Chair) Ex-Officio
- Liko Hoe (Presiding Chair)
- Mike Tom (Academic Support)
- MJ Lewis (Language Arts)
- Paul Briggs (Off-Campus Chair)
- Ryan Koo (Humanities)

Senators Absent: none

Guests Present: Jan Lubin (Director of Planning and Program Evaluation), Patti Chong (UHCC Faculty Subgroup on Academic Policies WCC Representative)

1. **Call to Order: 1:01 pm**

2. **Approval of DATE minutes**
   Motion to approve March 5, 2013 minutes submitted Ryan Koo and seconded by Jane Uyetake. Motion passes via voce.

3. **Reports**
   - **CCAAC** - (Kathleen French)
     Two course modifications were approved at the 3/12/13 curriculum meeting:
     Courses were modified to be more consistent with UH Mānoa
     Motion to accept changes by Floyd McCoy; seconded by Paul Briggs. Motion passes via voce.
   - **ACCFSC/CCCFSC** (Paul Briggs)
     - Next ACCFSC/CCCFSC meetings will be held on separate Fridays in March
     - John Morton will be visiting WCC Tuesday April 23 at 2 p.m. in Hale Kuhina 115.
   - **Academic Policies** (Carla Rogers / Patti Chong) (These comments came from department reviews and were presented before each policy was voted upon)
     - **Common Course Alpha/Numeric Classification.** Motion to accept everything except SLOs by Carla Rogers; seconded by Ryan Koo. Motion passes via voce.
     - **Writing Intensive Pre-Requisite Draft Policy:** Student Affairs suggests that all Writing Intensive classes offered by WCC include a prerequisite stating, “Completion of English 100 (or equivalent) with a grade of "C" or better.” Discussion included the need for consistency regarding the use of “or better” vs. “or higher”. WCC discussion board is promoting the verbiage “or better”. Motion to accept this policy draft by MJ Lewis; seconded by Paul. Motion passes via voce.
     - **Common Elements Academic Forgiveness Policy:** Student Affairs does not support this proposed policy. Among many other issues, D grades should not be included in the forgiveness policy as D is a passing grade and student has earned those credits. For example, a D grade could have been used for graduation, financial aid, VA and other external benefits. Floyd McCoy moved to reject the proposed Academic Forgiveness Policy; Paul Briggs seconded. Motion rejected via voce.
     - **Satisfactory Academic Status.** Student Affairs does not support this proposed policy. Among several other issues, Student Affairs recommends deletion of all
references to “67% completion rates”. Also at issue are “W”, “N” and “DR” grades being punitive. Paul Briggs motioned to reject this policy; seconded by MJ Lewis. Motion rejected via voce.

4. Old Business
   a. Amendment to Department Chair (DC) Duties/Responsibilities and Compensation
      (Memorandum from Chancellor Doug Dykstra):
         o Currently DCs are given 3 credits assigned time for IEC. Three changes proposed
            1. DCs will coordinate SLO assessment at the course, program, and institutional level
            2. DCs will represent the department on the Institutional Effectiveness Committee on a permanent basis
            3. DCs will be released from a minimum of 6 credit hours of classroom instruction for initiating and conducting assessments and serving on the IEC
         o Motion to support the Amendment to DC Duties/Responsibilities and Compensation by Paul Briggs; seconded by Mike Tom. Motion passes via voce. Carla abstained.
         o Kathleen French suggested it would be simpler if only the DC serves on the IEC rather than other members of the department. Frank expressed his concern for consistency in the IEC membership.

5. New Business
   None

6. Announcements
   o Carla announced that commencement will be held on 5/11/13. The graduating class consists of 70 students this year (last year we had 62 graduates). ASUH has gifted our graduates with kihei (traditional Hawaiian garment tied over the shoulder) to wear at commencement. Ke Kumu Pali is providing kihei for faculty to wear as well.
   o Paliku Arts Festival will be held 4/6/13: We invite faculty and community members to come and stamp kihei for graduates and faculty.
   o Upcoming event: “College is a Family Affair” (4/17/13) 5:30 – 8:30pm.
   o Floyd asked about the status of Frosh Cohorts. Carla reported that the policy was revised after receiving input from the discussion board. The revised policy will be presented at the next Faculty Senate meeting.
   o Mike Tom noted that the election of new FS Chair must be done by first of April. Nominations for Chair and Off-Campus Chair. Paul will conduct a paper ballot.

7. The meeting was adjourned at 2:12 pm

Next Meeting: Tuesday, April 16, 2013; Last meeting April 30, 2013

Minutes submitted by: Heipua Kaʻōpua
                    Recording Chair