Humanities Department Meeting  
Thursday, March 11, 2010

Present: Jonathan Busse, Sarah Hadmack, Mark Hamasaki, Snowden Hodges, Liko Hoe, Malia Lau Kong, Ron Loo, Toni Martin, Ben Moffat (Chair), Robert Molyneux, Paul Nash, Bryce Nimitz-Meyers, Janice Nuckols

The meeting started at 12:40 pm.

I. Approval of minutes from February 25, 2010: The minutes from the last meeting were unanimously approved after corrections were made.

II. Announcements

1. Faculty Senate Report (Malia): Malia reported on items from the latest Faculty Senate meeting. She reported on the structure of the Sabbatical Review Committee and that the Graduation Requirements Task Force agreed to a Faculty Forum. She also asked for feedback from the revised Student Conduct Code. It was discussed that the revised Code gave too much authority to one person and that the Code had too much scope. It was also discussed that the department has negative feelings towards a statement being added into the Code that states the binding nature of the course outline.

2. Budget and Strategic Planning Committee (Mark): Mark reported on how the committee went through each budget request and ranked these requests by putting them into charts. He passed out copies of these charts and explained that any request that received a score of 7 or below was given low priority. He stressed the need to put budget requests into the Department’s Annual Report so that the requests get taken seriously and proceed onto the higher channels. In other words, if a request is not in this report, then it will not even be considered. Discussion on how Department requests fared commenced. Mark also reported that the college faces a deficit of $111,841 and that this deficit will be addressed by taking money from tuition & revenues and equipment replacement. Furthermore, tuition monies will now be allowed to be rolled over, but a question was asked if monies could then be rolled into each individual program. There was also discussion on how recommendations for the budget was made, and it was pointed out that prior to this faculty were not included at all in this recommendation process. Mark pointed out that all budget requests must somehow fit into the Vision and Mission statements of our college.

III. New Business

1. Priorities for Annual Report: Ben asked the Department what their goals and requests are and how we should then prioritize departmental goals. The
department agreed to keep the old goals in the priority in which they were listed previously. The question then came up on how to deal with new requests, and it was agreed that these new requests would have lower priority than previous requests. Ben reported that Hawaiian Studies will most likely be proposing 1-2 more positions. Paul N. requests shelving and the replacement of wheels. It was suggested that money for the replacement of shelves come from the Health & Safety budget as the deteriorating shelves pose a major health and safety hazard. It was also discussed that the budgets for the different programs including art and theatre need to grow, but in light of budget cuts, this will be very difficult. Thus, it was suggested that the art faculty get together to agree on their priorities. Ben brought up that the theatre program has $610 budget and this has created a very difficult situation because of the cost involved in putting on Student Showcases. Hence, theatre needs a budget, especially since there is pressure from administration to put on these student performances. Robert said that he was told that if he could fill his print-making classes and make it work for two years, then he could ask for a budget. Bryce said that in order to adequately develop the sculpture program he needs a larger budget. It was suggested that the different programs look for outside funding. Mark and Ben said that Richard realizes that the budget for these programs is too small, and that although there are more students taking these courses, the supply budgets have not gone up to compensate for this growth. Ron said that Music needs monies for piano and guitar maintenance. The discussion continued alternating between budget requests and the question of how to prioritize these requests.

2. **Budget Prioritization Suggestions:** It was suggested that the Department should support those that do not have any budget and those that are running classes without supplies. It was also suggested that the Department think about trying to get monies for repair and maintenance from another budget. Other suggestions included everyone getting an equal share of the budget, and looking for outside funding. No budget prioritization plan was agreed upon.

3. **Other Business:**
   a. Erin said to spend monies ASAP.
   b. Toni’s records of purchases is not the same as the Pcard records.
   c. Next meeting: April 8
   d. The Department unanimously accepted Jonathan’s new course proposal for ART 211. This course will be alternated with ART 111 so that they are not both offered at the same time.

The meeting ended at 1:25 pm.