Present: Robert Barclay, Satoko Dung, Ellen Ishida-Babineau, Frank Mattos, Kalani Meinecke, Franny Oliver, Alan Ragains, Jean Shibuya, Reid Sunahara, Laurie Tomchak, Libby Young

Call to Order: The meeting was called to order at 12:40 p.m. by Department Chair Ellen Ishida-Babineau

Minutes: The minutes of March 9, 2006 were approved.

Committee Reports:

DC Meeting – Ishida-Babineau asked for feedback regarding a) how strictly the parking policy should be adhered to, b) wish list items for donors (example: library $50,000 for books), and c) a WCC annual signature event, like the taro festival (requested by K. C. Collins). The department voted to support the signature event. Also, the department felt that a parking violator be given at least one warning before being towed.

Faculty Senate – Meinecke reported a) things moving well with the new president (per Floyd McCoy), b) Toshi Ikagawa working on shifting classes to a Monday-Thursday arrangement, and c) whether the chancellor should sit on the budget committee.

CAAC – Shibuya reported approval of the following courses:
• New course description for IS105C Professional Employment Preparation (1 credit) so it can be cross-listed as BUSN 166 Professional Employment Preparation
• Change in prerequisites and new catalog description for ENG 209 Business Writing (3 credits)
• New course addition of PHIL 213 Modern Philosophy (3 credits)

Budget – Young reported on special visit to the Senate Ways and Means Committee regarding funding for WCC projects as follows: Electricity ($545,000) – hoping for some or all; library – at least design money.

Old Business:
A. Course SLOs to Ishida-Babineau by April 1
B. Department expenditures – A motion was passed to approve the following expenditures out of a $1354 allocation: $60 for a presentation remote control, $900 for a video recorder, and the balance to the Theodore Kooser fund.

Announcements: Ragains announced that he is the chair of the Dean of Instruction search committee and that Meinecke and Barclay are also on the committee. Any questions can be directed to any one of them by April 10.

Adjournment: The meeting was adjourned at 1:21 p.m.

Respectfully submitted,

Franny Oliver