Language Arts Meeting Minutes for October 26, 2012

Present: Robert Barclay, Desi Poteet, Libby Young, Annette Priesman, M.J. Lewis, Jenny Webster, Audrey Mendoza, Mary Segura, Jeannine Buckley, Tim Cubero, and Leslie Lyum.

Call to Order: Libby called the meeting to order at 12:44 p.m.

Approval of the Minutes: Jenny moved to approve the minutes, Mary seconded, and all voted in favor.

Committee Reports:

Vice Chancellor's Advisory Council – Libby

Libby reminded the members that if anyone has questions or input about the process or procedures to let her know and she’d take it to the Council.

Libby explained that course schedules for Fall 2013 and Spring 2014 are in the process of being created.

Curriculum Committee – Janine

Nothing to report.

Faculty Senate – Mary

Mary explained that there were a number of responses to Paul’s report. In particular regarding the issue that John Morton believes faculty should be evaluated by the SLOs. Faculty Senate believes this is a union issue and will wait for response from UHPA.

Kauai CC has instituted a “no show policy,” in which students’ names would be purged from the class lists if they don’t show up on the first day of class. Maui CC and Hawai’i CC already follow this policy.

Mary will e-mail information regarding “transfer credits” for our input.

Institutional Effectiveness Committee – Libby

Libby reported that the feedback our department provided for the “Information Literacy” rubric suggesting “discipline standards” instead of “social standards” was adopted.

Governance Survey Institutional Effectiveness Committee: It was proposed that GSIEC be made a separate standing committee, reporting directly to the chancellor, instead of being a sub-committee of IEC.

After a discussion, Robert moved that we retain GSIEC under IEC. MJ Seconded, and all voted in favor.
MaPSAC – Lance

Nothing to report.

Planning Budget Council – Libby

The annual report is due on November 15 and needs to include the department’s budget priorities. After discussion, members identified three top budget goals. Robert moved to prioritize the budget requests as follows:

- Request for a full-time, tenure track position for English
- Request for a full-time, tenure track position for Speech
- Furniture and equipment for the new building “Manaleo.”

MJ seconded; everyone voted in favor.

MJ moved to approve $381.28 to purchase a camera (Canon VIXIA HF R300 Full HD Camcorder) to record students’ speeches in the Speech Lab. The purchase includes a two-year warranty. Robert seconded; everyone voted to approve.

Old Business:

None.

New Business:

Furniture and equipment – renovated LA building (see floor plan)

Candace Camp will meet with Libby and Lance on Wednesday to provide guidance regarding furnishing the new “Manaleo.”

Summer Session Scheduling

Libby handed out “Suggested Summer Scheduling for 2013” and asked members interested in teaching in the summer to let her know.

Announcements:
Halloween Activity: Janine sent out the words; Tim will play. Members were asked to respond to the survey Janine sent out regarding availability.

Adjournment:

Libby adjourned the meeting at 1:35 p.m.