Language Arts Meeting Minutes for April 12, 2013

Present: M.J. Lewis, Audrey Mendoza, Kalani Meinecke, Desi Poteet, Annette Priesman, Laurie Tomchak, Carol Cunha, and Libby Young.

Call to Order: Libby called the meeting to order at 12:40 p.m.

Approval of the Minutes: M.J. moved to approve, Annette seconded, and all voted in favor.

Committee Reports:

Vice Chancellor's Advisory Council—Libby
Libby reported that in the last meeting the Council discussed teaching equivalencies.
A meeting is scheduled for next week.

Curriculum Committee (CCAAC)—Janine
Janine had a scheduling conflict; she e-mailed the following CCAAC Report:
The CCAAC approved the following:

BIOL 100: Modification
Natural Sciences would like to eliminate the current pre-requisite to make it consistent with other non-major introductory courses.

ANTH 151: New course
Emerging Humanity is a new course that is currently offered at other campuses.

ICS 241: New course
Discrete Mathematics for Computer Science II is a new course that is currently offered at other campuses. This course has been discussed during several meetings due to members’ concern over the language and measurability of the system-approved SLO. The instructor provided a detailed explanation of how the SLO would be measured, and the committee approved the course.

The Curriculum Charter
The committee has been working on the charter. Of note, we added a deadline for new courses to be included in the catalogue: February.

The CCAAC will officially change its name to the Curriculum Committee.

Faculty Senate—M.J.
M.J. passed out her report, highlighting the following:

Patti Chong (UHSS Faculty Subgroup Academic Policy) shared the results:
1. Support for Common Course Alpha/Numeric Classification, Common Placement Scores and Prerequisites, and Common SLO
   a. Alpha/numeric classification to identify courses system-wide with similar course titles (FS agrees)
   b. Number of student semester hours (FS is not in total agreement)
   c. Placement scores and prerequisites (FS is not in total agreement)
   d. Standard/core SLOs for similar courses (FS does not agree)

2. Prerequisites for WI Classes
   The Chancellor or designee will ensure that all WI classes will include a prerequisite of completion of English 100 or equivalent with a grade of C or better (FS agrees)

3. Common Elements Academic Forgiveness Policy
   It was decided to keep WCC’s current policy that allows students to repeat a class, with the higher grade reported on the transcript. The former grade will remain on the report but won’t be included in the GPA.

4. Satisfactory Academic Status Academic Warning
   A student shall be placed on AW for the following term if during the term, the student fails to earn a 2.0+ GPA or complete at least 67% of the total credits attempted for that term. (FS disagrees)

Kathleen reported BIO 171 and 172 were modified. FS approved.

Carla announced an upcoming event to promote WCC: “College is a Family Affair.” It will be held April 17 5:30-8 p.m. Call 235-7454 for reservations.

Carla also announced that all students would be wearing kihei at graduation (May 11); faculty may also wear one. The kihei were available to print at Paliku Arts Festival.

*Institutional Effectiveness Committee—Libby*

Libby reported that overall, based on the Communication Gen. Ed. data, our campus is doing well. She also said that Doug noted that whatever we identify as a possible action it’s important that we can show a direct connection to the SLO.

Libby passed out a draft of a survey GSEIC is currently working on. It attempts to assess the office, rather than the individual. The survey will be sent via e-mail, and we are all encouraged to participate, as the surveys provide WCC with valuable feedback on how to improve. Self-assessment of shared governance is one of the important parts of our accreditation process.

*MaPSAC—Lance*

Lance had a scheduling conflict; he reported the following via e-mail:
Joe Ciotti is giving the school a beautiful sundial, which was handcrafted at his expense and according to his own design in England. MaPSAC will determine the best location, based on the path of the sun and other relevant factors.

The proposal documents and online discussion are here: [http://windward.hawaii.edu/discussions/2013/Sundial](http://windward.hawaii.edu/discussions/2013/Sundial)
Inge White asked the Committee to consider a proposal to fence in her medicinal garden. The Committee recommended she take the issue to the PBC, as that space is already allocated to her.

*Distance Education Committee – Lance*

Lance had a scheduling conflict; he reported the following via e-mail:
The Committee is still working on the following: syllabus template, peer evaluation form, and course evaluation survey for online courses; it has been looking at example documents from the University of Maryland and CSU Chico for guidance; the members are encouraged to e-mail Lance with any best practices or ideas they feel should inform the creation of these documents.

*Planning Budget Council – Libby*

Libby reported the Council finished the round of budget priority presentations. The Council is now tasked to rank the items.

*Foundations Board—Annette*

No report.

*Developmental Education—Janine*

No report. Meeting today.

**Old Business:**

Core to College Alignment Workshop update—April 26
Libby passed out and reviewed the proposed schedule. Lance, Janine, and Jenny will be presenting. Libby asked for volunteers to help and passed out a sign up sheet. Desi (set-up); MJ and Carol (serve lunch); Annette and Audrey (clean-up) signed up to help. She encouraged everyone to attend Chad Miller’s session (9:15-10:45). He will share the p4c (Philosophy For Children) philosophy. Libby also encouraged department members to contact her if anyone is interested in presenting a relevant topic.

**New Business:**

Libby announced that our department needs to elect representatives for the following positions: CCAAC, MaPSAC, Distant Education, and Faculty Senate. The following people volunteered to serve on the respective committees: Janine Oshiro (CCAAC), Lance Uyeda (MaPSAC and Distance Ed), M.J. (Faculty Senate).

Audrey moved to accept the slate as offered, Annette seconded, all voted in favor.

Libby reminded the members that she’d forwarded an e-mail from Mike Tom; he’s requesting to attend future department meetings, if the department is comfortable with that. No one objected.
Announcements:

A retirement/aloha party is schedule for Alan Ragains, Leslie Lyum, Peggy Regentine, Margie Coberly (retirement), and Pam DaGrossa (aloha) Friday, May 10, 11 a.m. – 1 p.m., Kuhina 115. The LA department will wear ties in honor of Alan.

Libby announced that Ka Ohana will be available on April 15. She is actively recruiting for Journalism 205 and 285 and asked colleagues to recommend the classes to students.

Audrey announced that beginning in fall, WCC will host debates on campus. She’s in the process of recruiting both college and high school students. There will be a Debate Club recruitment meeting Friday, April 19, 2-4 in Hale Na`auao. Libby suggested that she create a flyer to include in the material for Core to College Alignment meeting on April 26.

Desi announced that Rain Bird’s “Love Issue” launch will take place Thursday, May 9. The doors will open to the LOVE BAZAAR at 6 p.m., and the program will begin at 6:30 p.m. The program will include belly dancers and many other fun activities.

The next and last LA department meeting will be held Friday, May 3 beginning at noon to hear from consultants working on the WCC Master Plan, part of the process for the City and County of Honolulu’s Planning Review and Use permitting process.

Adjournment: The meeting was adjourned at 1:53 p.m.