Math/Business Department Meeting  
January 26, 2012

Present: Clayton Akatsuka, Kay Beach, Vanessa Cole, Allyn Fetherolf, Deacon Hanson, Ken Kiyohara, Wei-Ling Landers, Jean Okumura, Peggy Regentine, Johnny Singh and Emi Troeger.

Note: Ken Kiyohara, a lecturer in the Business discipline, was introduced. We, once again, enjoyed freshly baked cakes by Linda Kodama. Thank you Linda!

Call to Order
The Math&Business Department meeting was called to order at 2:35 pm in Manao 107.

Approval of Minutes
The minutes for both the October 19, 2011 and November 23, 2011 department meeting was approved as corrected. The edited meeting minutes will be posted on the department’s web page.

Committee Reports
  o VCAC – (Clayton). 1/19/12 meeting. Announcements: Summer 2012 WAC Institute will be held here at WCC from May 21-June 5, 2012. The institute is 11 days from 8:30 am – 3:00 pm. Stipends will be awarded to participants. Lance Uyeda is WCC’s contact person. The Search Committee process for the Division I Dean position is in progress.
  o Faculty Senate – (Kay). 12/6/11 and 1/17/12 meetings. CoffeeShop Task Force was formed to discuss issues of the CoffeeShop in the new Library. The idea to create a WCC Policy to ban the use of cell phones and other wireless devices during exams (suggested by Floyd McCoy) was met with disapproval. It was felt that it was the responsibility of the instructor and therefore best left as a Class Policy to be stated in the course syllabus. On the Acceptance of Transfer Credits, the current policy is to accept a “D” grade from within the UH system and only accept transfer grades of “C” or better from outside the UH system. The change called for is to accept at least a “C” grade, not a “C-“ or “D” for transfer credit. The department also confirmed its position to not offer Credit by Exam in Math, ICS and BUSN courses.
  o CCAAC – (Johnny). 1/24/2012 meeting. The BUS 121 course was discussed with most of the meeting time spent on providing Deacon feedback on the proposal.
  o IEC – (Clayton-DC). 1/23/2012 meeting. The GSIEC Evaluation report for 2011 by David Mongold is now available. If you would like to volunteer to serve on the GSIEC subcommittee to review the Mongold Report please contact Jan Lubin.
  o Developmental Education Group – (Clayton-Chair). No meeting.
  o Foundations Board – (Jean-Chair). No meeting.
  o HAP – (Vanessa). No meeting.
  o Staff Development – (Vanessa). No meeting.
  o Master Planning and Space Allocation Committee (MapSAC) – (Deacon). No meeting.
  o Planning and Budget Council – (Clayton-DC). No meeting.
  o Kapiko - (Clayton). 1/12/12 meeting. A service satisfaction survey is being developed by Renee Arakaki and Ellen Ishida-Babineau with input from the area representatives. Also being developed is a document for the WCC Ka Piko Learning Center including its mission, vision, values, services offered and service outcomes for each area.
WAB – (Emi). 1/20/12 meeting. A review of the Fall 2011 student evaluations for WI courses as well as the WI requirements were conducted. Action items pending include Rubric on WI Courses and a draft of the SOC to see if WI courses are spread out evenly.

Aesthetics – (Peggy). 12/16/11 meeting. The Hale A`O design was presented. Jeff Hunt answered the question asked by Faculty Senate regarding where projects were initiated: Cliff’s To Do List, CIP such as new buildings like the Library, and Conceptualized projects such as the Veterinary Technician needs. Alakai and Nauao buildings are in line for renovations in the very near future. Chancellor Dykstra talked about the “Future of the Campus,” especially with the four acres where Hakipu was and Avalon Health Care wants to occupy. Mike Unabasami is trying to negotiate. If a public hearing is held for community input, Dykstra wants faculty to protest having the nursing center on the campus.

3. Old Business
   a. Update for BUS 121 course proposal (Deacon). The number 121 cannot be used. The CCAAC requested editing for a more generic tone.

4. New Business
   a. Review of Committee assignments for Spring 2012. Johnny Singh volunteer to serve as the department representative on the Foundation Board, replacing Young-A. Clayton will resume serving on Ka Piko.
   b. In preparation for the AY (Fall/Spring) 2012-2013 Schedule of Courses draft, instructors were asked to ready their projected assigned time requests. Having assigned time assignment projections will lessen the need for schedule changes later on.
   c. Following a brief discussion, Peggy Regentine was named as the Math and Business department chairperson for AY2012-13 and AY2013-14.
   d. Peggy presented the Course Modification for ICS 115-Advanced Microcomputer Applications. The department approved the modification to change the course title to Advanced Computer Applications.
   e. Finalize the Course Matrix to align our courses with the new Gen. Ed. Learning Outcomes. This items will be conducted via e-mail due to the lack of time in this meeting.

5. Announcements
   None.

6. Adjournment. The meeting was adjourned at 4:00 pm.

Recorded by Clayton K. Akatsuka