Department of Natural Sciences
Minutes of the Nov. 16, 2012 Meeting

Members Present: Allison Beale, Joe Ciotti, Sam Craddock, John Kaya, Dave Krupp, Ross Langston, Floyd McCoy, Inge White, Brad Porter, Letty Colmenares.

Guests Present: Brian Richardson, Tom Moon and Gary Emelle (Kalaheo HS)

Member Absent. Dave Ringuette

1. Approval of Minutes. The minutes of the Oct 26 meeting posted on the website was approved.

2. Tom Moon and Gary Emelle (Kalaheo High School) requested the NS Department to hold demos and activities for kids (Grades 5 to 12) from 8 AM to noon on Feb 8, 2013. There will be a total of 125 kids (6 groups of around 20 per group). Two to three rotations per group. Each rotation to last about 45 min. Tom and Gary will contact the Imaginarium prior to this event to arrange for a show for one large group of no more than 84 students.

3. VCAC and PBC Updates
   a. PBC has over $300K for equipment but held off to prioritize furniture for 7 new classrooms for fall 2013
   b. Spring 2013 cancellation process. DC and faculty will be consulted before cancelling courses. Because of the early semester start date in January, the process this year will be to have an initial meeting on December 3 and look at the classes that should obviously be cancelled. The second meeting will be on December 10 and that should give staff enough time to cancel classes before December 14, which is the last day staff will be here before the 2-week break. The official minimum number of students is 15.
   c. Faculty members are encouraged not to give capacity override for classes.
   d. When hiring lecturers, make sure their hire papers are processed before the Christmas break, that they meet the MQs and are part of the Lecturer Pool.
   e. Absence during duty period. Nine-month faculty must file a (new) form when going off-island during the Christmas break.
   f. LWOP for lecturers. If they miss classes, they should talk to their Dean. VCAC Fulton feels that if the absence does not cost the college anything, then the lecturer should not be charged.
   g. Summer Schedule. In a few more weeks, the summer schedule will be published. Please continue inputting the summer courses.

4. NS Department annual report has been submitted. But, the VCAC wants our PBC requests to be redone. Out of a total of 17 requests, 14 of these are tier 1. Only the most important should be in tier 1. Proposers of multi-requests were requested
to select only one for tier 1. This resulted in 13 tier 1 items. This will be streamlined further later by email.

5. Certificate of Competence in Plant Food Production and Technology Proposal (by Inge White). After discussion, the proposed CoC (attachment 1) was approved unanimously.

6. Modification of the A.S. in Vet Tech (by John Kaya). After discussion, the proposed new course proposals (ANSC 252L, ANSC 261L, ANSC 271 and ANSC 271L) and course modifications (attachment 2) were unanimously approved.

WGC’s VetTech program will focus on small animals, defined essentially as domestic animals, such as dogs and cats. Any VetTech training involving large animals, such as livestock like goats, cows and horses, will be conducted off campus.

7. CCAAC procedure review. After a review and discussion of the CCAAC procedure, the following policy was approved. All curricular proposals must be distributed to the NS department faculty for pre-approval before posting on the discussion board. After three days, and there are no objections, the DC will give the proposer clearance to proceed. The formal discussion and approval will be done in a face-to-face meeting.

8. IEC Committee
   • A workshop for the NS Department on GLO Assessment, at 9-10 am, Friday, Nov 30, 2012, Palanakila 122.
   • Survey requested by IEC on a proposal to create a new, separate governance committee to replace GSIEC. After discussion, 4 voted in favor of the proposal, and, 3 abstained.

9. SENCER (Dave Krupp). Dave made a presentation about the SENCER project and solicited department members for volunteers to "SENCERize" one of their classes. SENCER(www.sencer.net), funded by NSF and the KECK Foundation, stands for "Science Education for New Civic Engagement and Responsibility." SENCER courses and programs strengthen student learning and interest in the sciences, technology, engineering, and mathematics by connecting course topics to issues of critical local, national, and global importance. Dave would like to identify one Natural Sciences faculty member and one Math faculty member to participate in the project. Participating faculty will receive a small stipend, participate in a February workshop, participate in a UH Sustainability Institute in May, and participate in the SENCER Summer Institute, August 1-5, 2013 at Santa Clara University.
10. Hawaii Space Grant Fellowship Symposium 8 am to 2 pm, Saturday, Nov 16, 2012 at WCC

11. ASNS planning meeting at 2-3 pm, Nov 16, 2012.

12. Next NS meeting will be at 9-10 am, Friday, Dec 14, 2012. Brunch potluck.

ATTACHMENT I
Certificate of Competence in Plant Food Production and Technology Proposal
A. Brief Summary of proposal
In order to attract a new generation of skilled agricultural-food technicians and broaden/enhance the skills and knowledge of existing agricultural biotech employees and incumbent workers in other related fields, the College proposes to develop a Certificate of Competence in Plant-Food Production and Technology (PFPaT).

The proposed project is supported through Perkins grant FY 2012 – 2013. The project addresses the following UHCC and WCC Strategic Goals: UHCC 4.1, Increase by 3% per year the number of degrees awarded, and or transfers to UH baccalaureate programs that lead to occupations where there is a demonstrated state shortage of qualified workers and where the average wage is at or above the U.S. average.

WCC 4.1, Contribute to the development of a highly-skilled, high-wage workforce through the establishment of at least one new, specific, career-focused degree, certificate or career pathway per year that leads to employment in emerging fields.

WCC 4.6, Increase the number of degrees awarded, and/or transfers to UH baccalaureate programs that lead to occupations where there is a demonstrated state shortage of qualified workers and where the average wage is at or above the U.S. average by 3% per year.

II. OBJECTIVES AND NEED FOR CERTIFICATE
A. Objectives
The Certificate of Competence in PFPaT is a hybrid credit/noncredit certification program requiring a total of 9 credits. Each course offering can either be taken for a) credit (pursuant to a higher degree or a Certificate of Completion in Agricultural Technology or a Certificate of Achievement in Agripharmatech, or b) credit/noncredit, leading to a Certificate of Competence in PFPaT (for credit graduates) or a Professional Development (PD) in PFPaT (for non-credit graduates), in preparation for immediate employment in the agricultural biotech industry.
B. Need
The field of agriculture-based biotechnology is evolving each day, offering numerous career options. Besides employing people for research and development, the industry also caters to various other agricultural biotech-related fields including horticulture, floriculture, and tissue culture. Agricultural based biotechnologists can also sharpen students' academic skills by working with food processing or post-harvest technology.

Academic programs certificates in these fields (Certificate of Achievement in Agripharmatech, and Certificate of Completion in Agriculture Technology) have already been developed and offered at Windward Community College. Occupations related to agricultural biotech are expected to increase 10%-12% by 2018 (DILR Research and Statistics Office, 2010). These include jobs for crop, nursery, greenhouse workers; First line supervisors for farming and forestry workers; first line supervisors/managers of landscaping, lawn service, and grounds keeping workers; and landscaping and grounds keeping workers (Certified Nursery – Hawaii Department of Agriculture, 2012. Http://hawaii.gov/hdoa/pi/pq/nema_cert/nurseries-in-hawaii).


C. Duration – will this certificate continue to be offered indefinitely or for a limited period of time? If the latter, for how many semesters or years do you anticipate offering this certificate.
This certificate will be offered indefinitely. BOT 105, AG 149, AG 152 and FSHN 185 are listed in the Agripharmatech and Agriculture programs, and are alternately offered in regular semesters.

D. Target group – number of students projected to enroll in and complete the certificate each semester or year. Is there student demand for training? Document your answer. Will any special group be served?
Target group: credit/non-credit students. Enrollment in the programs are conservatively projected at 16 for the first year and 18 for the second. Projecting a 70% completion rate based on WCC's experience with other certificate programs, 11 students should complete after the first year and 13 after the second (assuming that students who do not complete do not return).

E. Is this certificate or one similar to it, offered at any other college in the system? If so, discuss the similarities and differences between the course offerings.
AG 149 (Plant Propagation) and AG 152 (Orchid Culture) are offered only at WCC. No other college in the system offers this certificate program.

**ATTACHMENT 2**

<table>
<thead>
<tr>
<th>Course</th>
<th>Currently</th>
<th>Change</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANSC 151 Clinical Lab Techniques</td>
<td>Credit for ANSC 142 and 142L and credit for or registration in ANSC 151L</td>
<td>Pre-requisite “C” or better in 142 and 142L</td>
<td>Uphold standards necessary for student competency and success. A simple passing grade in ANSC 142 and 142L did not prepare students for this course.</td>
</tr>
<tr>
<td>ANSC 152 Companion Animal Disease &amp; Nutrition</td>
<td>Credit for ANSC 142 and ANSC 142L</td>
<td>Pre-requisite “C” or better in 142 and 142L</td>
<td>Uphold standards necessary for student competency and success. A simple passing grade in ANSC 142 and 142L did not prepare students for this course.</td>
</tr>
<tr>
<td>ANSC 190 Internship I</td>
<td>4 credits</td>
<td>3 credits</td>
<td>Removing classroom component, so students only out in the field. Frees up credit space for new course 271</td>
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<tr>
<td>ANSC 252 Diagnostic Imaging for Vet Techs</td>
<td>4 credits</td>
<td>3 credits</td>
<td>Separated lecture and lab.</td>
</tr>
<tr>
<td>ANSC 252L Diagnostic Imaging for Vet Techs Lab</td>
<td>Not available</td>
<td>1 credit</td>
<td>Multiple sections to allow for smaller class sizes</td>
</tr>
<tr>
<td>ANSC 261 Anesthesiology and Dentistry</td>
<td>5 credits</td>
<td>3 credits</td>
<td>ANSC 261 contained too many skills condensed into 1 course. 271 created to divide skills into two classes for increased proficiency in anesthetic procedures.</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
<td>Type</td>
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<td>--------------------------------------------------</td>
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<tr>
<td>ANSC 261L</td>
<td>Anesthesiology and Dentistry Lab</td>
<td>2</td>
<td>Not available</td>
</tr>
<tr>
<td>ANSC 263</td>
<td>Laboratory Animal Procedures</td>
<td>3</td>
<td>4 credits</td>
</tr>
<tr>
<td>ANSC 266</td>
<td>Internship II</td>
<td>4</td>
<td>3 credits</td>
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<tr>
<td>ANSC 271</td>
<td>Anesthesiology and Surgical Nursing</td>
<td>Not available</td>
<td>3 credits</td>
</tr>
<tr>
<td>ANSC 271L</td>
<td>Anesthesiology and Surgical Nursing Lab</td>
<td>Not available</td>
<td>2 credits</td>
</tr>
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