Minutes of the Math/Business Department Meeting

September 10, 2010

Call to Order: The meeting was called to order at 2:00 pm in the Mana’opono Faculty Conference Room.


1. Minutes of the May 7, 2010 department meeting was accepted as corrected.

2. Department representatives to the various committees were verified as listed here:
   a. VCAC – Clayton
   b. Faculty Senate- Peggy
   c. CCAAC – Johnny
   d. IEC – Young-A
   e. Dev. Education – Clayton
   f. Foundation Board – Young-A
   g. HAP – Emi
   h. Master Planning and Space Allocation – Emi
   i. Planning and Budget Council – Clayton

Reports:

The August 18, 2010 VCAC meeting was cancelled.

Faculty Senate 9/7/2010 meeting report is attached. Peggy brought up the issue of WCC’s Mission, Vision and Core Values. The two versions: 8/16/10 draft is the old version and 9/7/10 draft is the revised version. Concern was expressed about the phrasing “Koolau and beyond” and the “Native Hawaiian serving institution.” It was suggested that “institution with a high percentage of Native Hawaiian students” be substituted for “Native Hawaiian serving institution.” Peggy explained that it was desirable to have a strong statement about the Native Hawaiian emphasis to enhance getting external funds through grants. Alternate wording should be forwarded to Bonnie Beatson by September 14, 2010, who will be sending the final draft to FS by September 21, 2010.

HAP August 27, 2010 meeting - Emi reports that Loke Kenolio is the new chair with Emi serving as the interim chair. Two Hawaiian courses and instructors are under review for HAP approval. The posted deadlines are August 31, 2010 for Spring 2011 and January 30, 2011 for Fall 2011 and Summer 2011. Jean Okumura was recognized for her past service to the board.

All the other representatives reported no committee meetings and therefore no reports at this time.
3. Old Business. None.

4. New Business

- Recognition of Emi Troeger’s service to the M/B department as the outgoing interim DC.
- Recognition of Wei-Ling Landers promotion to Professor.
- Request to move economics to the M/B department.
  A discussion was held followed by a vote by secret ballot. The result of the vote by all the full time faculty members of the M/B department was 5 to 2 against the merger of economics with the M/B department. The greatest reason cited was the increased workload for the department chair.
- Absorbing two ETC positions into the M/B department.
  Kay Beach and Ellen Nagaue, both ETC/OCET professors of Office Administration and Technology based at HCC, will be “absorbed and re-purposed” on the WCC campus through the M/B department. Department members were asked to jot down their ideas for duties/tasks/jobs. Before a formal meeting with Kay and Ellen, a list will be compiled of all our ideas to serve as a “spring board” to determine their roles in the M/B department starting in Spring 2011.

  A few suggestions that were made: manage the Math Lab, operate a Study Lab, assume the tasks related to the CIL graduation requirement.
- Request from Brian Richardson to link Laulima from our department site.
  There was a concern about the security of our department’s website. Since our site requires a sign-in and password, a link to Laulima would not compromise its security. While a good rationale for the link request was not apparent, a majority vote approved the request.

- Committee Report Template and Procedure for Reporting.
  For future M/B department meeting, representatives are being asked to complete a report for their committee using the Committee Report Template. The report will be sent to all department members, via e-mail attachment, at the same time the meeting agenda is sent out. Representatives will be released from presenting a report in our meeting. Representatives will be able to focus on issues that require departmental discussion and input during the meetings. They may also take a few minutes for important announcements from their committees.

  This format will allow us to complete department business more timely and within the limited meeting time.
• WCC Ho`olaule`a. This year’s Ho`olaule`a will be held on October 2, 2010. According to Bonnie Beatson, department participants will be provided a 10’x10’ tent with one table and 4 chairs, and $100 for supplies. Set up time is by 9:00 am and take down time is 4:00 pm. Young-A and Johnny volunteered to chair the M/B Ho`olaule`a booth this year.

5. Announcements.
   Johnny, Aloha United Way Coordinator for WCC, reminded members about AUW donations.

6. Adjournment. The meeting was adjourned at 3:28 pm.