Windward Community College
Minutes for Social Science Department Meeting
November 19, 2004, 2:45 pm

Members Present: Roy Fujimoto (Chair), Paul Briggs, Kathleen French, Margaret Coberly
Excused: Toshi Ikagawa, Frank Palacat

1. Reports:
   a. Faculty Senate: Paul reported on the Faculty Senate. A forum was held regarding the ‘N’ grade as well as whether or not to use the plus/minus system.
      i. Margaret was present at the forum, and reported a few of the problems regarding the plus/minus system discussed at the meeting. In sum, there isn’t agreement as to whether or not faculty should use the plus/minus system. A ballot will be issued for all faculty to voice their opinions.
      ii. In terms of the ‘N’ grade, Manoa says they don’t change the GPA’s of students who transfer there, but Margaret reported that one of her students had their ‘N’ grade changed to an “F” upon entering Manoa. Roy says we need to check how the ‘N’ grade transfers. Margaret reported that the theme of the discussion was related to how we should define the ‘N’ grade.
      iii. Faculty Senate also discussed the University Senate (did I get this right?) and the possibility of Manoa ‘shipping’ courses and teachers over to WCC because Windward has the space and Manoa evidently does not.
      iv. Margaret also reported on ‘Course Redesign’, which is related to improving the productivity of courses (ie., it would increase the number of students that could go through high demand courses, like Psychology 100). Here, more students are/is desirable. A benefit to the instructors--as reported, anyway--is that instructors could focus on what they’re interested in during class time, and have students take exams on-line, for example—so as not to waste class time taking tests.
         1. However, the primary motivation may be related to a desire to receive grant money.
         2. Kathleen raised the issue of whether or not this ‘redesign’ actually benefits the instructors, in that with a class of 90-100 students, as proposed for this type of setting, the workload would clearly increases three-fold, especially in terms of grading research papers. How would we pay these instructors to do this kind of work?
3. Kathleen also raised the idea that it may be a disservice to our student population, especially here at Windward. A class of 90-100 students doesn’t allow the individual student to interact with the material in the same way that a class with 35 does.

b. Roy reported on the Department Chair meeting, and attached the minutes to our agenda.

c. Roy also reported on the College Council, and attached related information. The main question raised during the meeting was how having the College Council would benefit Windward. Roy reported that we need to make sure WCC’s needs are taken care of first. Roy proceeded by giving several examples of the various outside groups that use our facilities, occupy our space, and impact our environment. Roy stated that we need to look at the long term implications and consequences of having the College Council here at WCC.

2. New Business:
   a. Roy attached the official notification of the approval to start the process of hiring two full-time, tenure track positions in the Social Sciences—one in Sociology, and one in Geography. A discussion ensued regarding the general process. Roy asked for feedback regarding the position descriptions: are there any changes that need to be made? He needs to know by Monday so that we can begin advertising for the positions.
   b. Roy reminded us of the UH Foundation Workshop, December 3rd, 1:00pm; Roy thinks it will last about an hour.

3. Old Business:
   a. Schedule of Classes: Roy needs everybody’s desired schedule first. Moreover, Roy let us know that we should indicate other classes that we may want to teach that are already approved courses. In deciding this, we should consider how the class fits in the needs of the college/students/faculty, as well as how the class helps the student environment.

   i. Roy also asked us to be thinking of some sense of progression. Here, Roy mentioned possibly offering students some type of certificate, which would create a path for students, a sequence of related classes in the Social Sciences to pursue a specific career. This could benefit both the students as well as our Department.
   b. Roy asked us if we should invite lecturers to our meetings. Roy mentioned that he doesn’t want lecturers to feel like they ‘have’ to come, simply because they receive a notice from the Department Chair. Anyway, we agreed that it would be fine, and that we could just ask them to step out if we needed to discuss something ‘private’ to the Department. Thus, beginning in the Spring of 2005, we will begin inviting lecturers to our meetings.

4. For December 3rd’s Meeting:
   a. We will collaborate, cooperate, systemize the Social Sciences to make it part of a system. Here, it can be better for students and better for us. Roy
said we should also look at what other colleges are doing, as they may have helpful models to follow.

Meeting adjourned at 4:00 pm

Respectfully Submitted by Kathleen M. French