Minutes of the Alo Ali'i Meeting - Number 16 April 23, 1975 - Wednesday


Guest: Les Ihara.

1. The regular weekly Alo Ali'i (Faculty Governance Body) Meeting was called to order at approximately 12:10 P.M. on Wednesday, April 23, 1975 in Judd 118.

2. Approval of Minutes.

Robertson/Mossman:

Motion that the Minutes of the Alo Ali'i Meeting - Number 15 on Wednesday, April 16, 1975 be approved. Won unanimous approval.

3. Announcements.

A. Departure of Instructor from WCC Ohana.
Gary Howard, a Reading and Learning Skills Instructor at WCC, expressed through a letter that she will not be returning to WCC and also disbursed money to purchase refreshments for faculty and staff.

B. City/County Clean-up and Beautification Program.
Due to the time constraint, please individually respond to Provost King's Memo (April 14, 1975) on this subject.

C. Cancellation of Alo Ali'i Meeting.
Since the Banyan Forum is scheduled during noon on Wednesday, April 30, the Alo Ali'i Meeting will be cancelled.

D. Announcement of the Alaka'i Election Results.
Since the April 30 Alaka'i Election will be cancelled, the Alaka'i Election Results will be announced on Friday, April 25.

E. End-Of-The-Year Party.
All interested faculty and staff who would like to culminate the 1974-75 Academic Year with a party should contact either Jacqui Maly or Opal Stoneman.


A. Mandatory Assessment of Reading Ability.
Peter Guay recapitulated the more salient items of the "Mandatory Assessment of Reading Ability." Ensuing dialogue focused upon the ramifications of mandatory assessment such as: "Will mandatory assessment discourage students from entering WCC?" and "Should mandatory evaluation be conducted with the three basic R's (Reading, Writing, and Mathematics) to enhance the student's probability of success upon entrance to WCC?"

Because of the exigency and importance of the topic, the following motion resulted.
Furuto/de Loach:

Motion that an ad hoc committee, which shall be comprised of at least one representative from each of the three basic R's (Reading, English, and Mathematics), be formulated to study mandatory assessment in Reading, English, and Mathematics and to report during the May 7 Alo Ali'ī Meeting. 
In Favor: 12; Opposed To: 8; Abstentions: 2.

Anne Adams, David Furuto, Mitsue Larson, Midge Mossman, and Carilyn Ogawa volunteered to serve on the ad hoc committee and Peter Guay will be the coordinator.

B. Provost King's Memo (March 6, 1975) on the "WCC Symposia Series."
Upon the concurrence of the group and with the understanding that this information would be transmitted to the Provost, ideas for Symposium II were solicited and voted on where each Alo Ali'ī member present was allowed only one vote.

<table>
<thead>
<tr>
<th>Ideas</th>
<th>Vote Tally</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Motivation</td>
<td>14</td>
</tr>
<tr>
<td>Group Process/Interaction</td>
<td>4</td>
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<tr>
<td>Education as Communication</td>
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<tr>
<td>Community/Environmental Education</td>
<td>1</td>
</tr>
<tr>
<td>Designing a Learning Environment</td>
<td>3</td>
</tr>
</tbody>
</table>

C. Discussion on Saturday, May 3 Meeting at WCC. (Provost King's Memo on "Problem Solving Workshop" dated April 8, 1975)
Faculty dissension and dissonance were expressed with respect to the May 3 Meeting and to the topics which are encompassed within the workshop. UHPA's contention is that faculty may decide not to attend the workshop. After further dialogue and consideration of the ramifications of the decision to either attend the workshop or not, the ensuing resolution resulted:

Furuto/Ogawa:

Resolution that Alo Ali'ī members attend the Problem Solving Workshop on Saturday, May 3, 1975 and that the Alo Ali'ī request from the Administration a position paper on faculty evaluation for annual renewal of contracts and tenure and also on the Educational Development Plan.
In Favor: 18; Opposed To: 0; Abstentions: 2.

5. The meeting was adjourned at approximately 12:50 P.M.

(NOTE: The forthcoming Alo Ali'ī Meeting will be held on Wednesday, May 7, 1975 by the incoming 1975-76 Alaka'i.)

Respectfully submitted.

David M. "Kawika" Furuto

DMF:b
MEMORANDUM

TO: LeRoy J. King, Provost

FROM: David M. Furuto,
       Member of Alaka'i

SUBJECT: Alo Ali'i Meetings:
        I. Number 15 - April 16, 1975
        II. Number 16 - April 23, 1975

The Alo Ali'i offers the ensuing recommendations and information.

I. Alo Ali'i Meeting: Number 15 - April 16, 1975

A. The Alo Ali'i recommends for adoption the Alo Ali'i Curriculum Hui's "Parameters for the WCC Liberal Arts Curriculum Development" for the 1975-76 Academic Year. (Please refer to the attachments.)

B. The Alo Ali'i suggests that Administration ratify the Alo Ali'i Personnel Hui's "Faculty Evaluation of Positior Count Faculty and the Renewal of their Contracts During the Probationary Period". (Please see attachments.)

II. Alo Ali'i Meeting: Number 16 - April 23, 1975.

Please note that although the Minutes of this Alo Ali'i Meeting have not been ratified, then since the Banyan Forum will be on April 30, the forthcoming Alo Ali'i Meeting will be on May 7, and exigent situations indicate immediate communication, the following information is encompassed within this memorandum. If any modifications are done, the new Alaka'i will communicate this information to you.

A. Re Provost King's Memo on "City/County Clean-up and Beautification Program" (April 14, 1975), faculty will individually respond to you.

B. Provost King's April 10, 1975 Memorandum on "Mandatory Assessment of Reading Ability".
The Alo Ali'i ratified a motion where an ad hoc committee, which shall be comprised of at least one representative from each of the three basic R's (Reading, English, and Mathematics), shall be established to study mandatory assessment in Reading, English, and Mathematics and to report to the Alo Ali'i during the May 7, 1975 Alo Ali'i Meeting. Hence, the Alo Ali'i will be unable to provide feedback to you as requested prior to April 30.

Anne Adams, David Furuto, Peter Guay, Mitsue Larson, Midge Mossman, and Carilyn Ogawa volunteered to serve on this ad hoc committee, and Peter Guay will be the coordinator.

C. Provost King's March 6, 1975 Memorandum on the "WCC Symposia Series".

The Alo Ali'i suggests the ensuing ideas with their respective weights.

<table>
<thead>
<tr>
<th>Ideas</th>
<th>Weights</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Motivation</td>
<td>0.64</td>
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<tr>
<td>Group Process/Interaction</td>
<td>0.18</td>
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<tr>
<td>Designing A Learning Environment</td>
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<tr>
<td>Community/Environmental Education</td>
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<tr>
<td>Education As Communication</td>
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</table>

Please note that due to rounding the sum is not 1.00.


The Alo Ali'i ratified a resolution which states that:

1. The Alo Ali'i members attend the Problem Solving Workshop on Saturday, May 3, 1975;

   and also,

2. The Alo Ali'i request from Administration a position paper on faculty evaluation for annual renewal of contracts and tenure and also on the Educational Development Plan.

Since this memorandum is my last official communication with you as a member of the Alaka'i, I would like to take this opportunity to express my appreciation for your social as well as business role in promoting my personal growth. Also, I would like to extend my very best wishes to you, Dean Sakaguchi, Keiji Kukino, and the incoming Alaka'i and Maka'ala with hopes that this new leadership will conduce toward institutional growth in its many dimensions and will be able to solve the many multifaceted problems.

DMF:b

Attachments
c. Additional courses, the criteria applied to development of courses will apply to:

- Developments in the criteria applied to develop the core courses within the regional program.
- The core courses should be offered to those 700-level courses that require the core courses.
- Elective courses should be offered to those 700-level courses that require the core courses.

6. What criteria should be observed in developing 700 level courses?

- 25% of the courses offered should be 700 level courses.
- How many of the total courses offered should be second level (700 level) courses?

b. How will the distribution within the requirements be weighted in proportion to the
gained in each category?

- The number of required courses within each category will be determined by the
application of the criteria for the number of options per requirement (5 options per requirement) to the number of courses in each category. The number of options per requirement should be determined by:

1. The total number of required and elective courses, how many should be in each of

2. How many options per required course should students have?

The exact of 55% required courses, 45% elective courses is recommended for 1975-76.

How many should be elective courses?

- 6. Of the total number of different courses, how many should meet the
requirement of:

- 7. How many theoretical areas courses should we offer?

KEY QUESTIONS AND REQUIREMENTS:

1. The 4-year extension degree or certificate program
- The programs offered to students in the regional programs should be determined by the needs of the students.
- The WCC Liberal Arts Curriculum should be patterned to meet the needs of the above.

2. The majority of WCC Liberal Arts students experience an interest in completing a 4-year
- Bachelor's degree.

3. Support core courses at community colleges within the regional program.
- Elective courses are introduced into an expanded share in students seeking expansion.
- The core courses are offered through a regional program.
7. In order of priority, what are the criteria for selection of Electives?

a. Elective courses should reflect the WCC Educational Plan's specific goals as described in the bimonthly tables and as revised annually.

b. Electives that are essential as supporting courses for current or projected programs. (A program is defined as any set of courses leading to a degree or certificate; or a sequence of courses within a discipline.)

c. Commitment to improve existing skills in sequential courses. (Example: Jap 201/202 and other 200 level courses.)

d. Applied courses that may or may not be offered at Manoa.

e. Recognize opportunity for developing some non-traditional or innovative courses in either subject matter or mode of instruction.

f. Respond to needs/demands of presently enrolled students and other members of the community.
### 1975-76 School Year

**Total Number of Courses: 150 + 5**

<table>
<thead>
<tr>
<th>New Req. Courses</th>
<th>WCC</th>
<th>Electives (New) Based on AHS</th>
<th>Total Needed</th>
<th>Recommended 1975-76 Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human...3</td>
<td></td>
<td>12 (Underrepresented) + 19</td>
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<tr>
<td>Social...7</td>
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<td>Natural...4</td>
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<td>5 (Underrepresented) + 10</td>
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<td>Quantitative...2</td>
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<td>7 (Overrepresented) - 3</td>
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<tr>
<td>Expository...0</td>
<td></td>
<td>2 (Underrepresented) + 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Language/Cultural</td>
<td>2</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**18 New Required Courses for 1975-76**

**Note for abbreviations:** Humanities; SS = Social Sciences; NS = Natural Sciences; QR = Quantitative Reasoning; EW = Expository Writing; L/C = Language/Cultural.

**Note re Electives:** Apportionment of total number of electives should be assigned to the underrepresented categories (but no less than one course to be assigned to each underrepresented category.)

**Implementation:** Instructors in given discipline areas will prioritize courses recommended in the required and elective areas based on the criteria for curriculum planning.
MEMORANDUM

TO:      Alo Ali'i
FROM:    David M. Furuto
Temporary Chairperson for the Alo Ali'i Personnel Hui

SUBJECT: Faculty Evaluation of Position Count
         Faculty and the Renewal of Contracts During their Probationary Period

WHY?

Encompassed within the "Proposed Agreement Between The University of Hawaii Professional Assembly and the University of Hawaii, March 1975 to June 1977" under Article VII, Renewal of Contracts During Probationary Period, is the stipulation: "...... that the Faculty Member's performance has been rated as satisfactory......."

HOW?

Predicated upon the preceding contract; the Alo Ali'i Meeting Number 12, on March 4, 1975; Provost King's Memo to the Alo Ali'i on April 3, 1975 with regard to Faculty Evaluation Criteria; and also concurrence between the Alaka'i and Administration, the Alo Ali'i Personnel Hui recommends:

1. That an Ad Hoc Review Committee (here-in-after, identified by the acronym AHRC) whose function shall be to evaluate all probationary position count faculty for the 1974-75 Academic Year be formulated;

2. That this AHRC not establish any precedent in Faculty Evaluation;

3. That this AHRC be terminated at the consummation of Spring Semester 1974-75 (or until its mission is accomplished);

4. That since there are eight people who need to be evaluated in the Humanities, Arts and Related Fields; eight in the Social Sciences and Related Fields; four in the Natural Sciences and Related Fields; and eight in Communications and Applied Sciences and Arts and Related Fields; and since it is highly desirable that fair representation of fields is ensured; and since it is necessary to facilitate and expedite the evaluation process relative to the time constraint; then the AHRC, should be comprised of fourteen non-tenured, position count people where six shall be members of the Personnel Hui and eight shall be selected according to the following stratification:
5. That each member of AHRC shall be responsible for conducting approximately two evaluations and each evaluation shall consist of at least two facets: classroom observations and non-classroom evaluations.

6. That the AHRC shall appoint the evaluator, who shall be from the same area as the evaluatee, of each probationary, position count faculty to diminish the probability of bias.

7. That each probationary, position count faculty must present to AHRC a portfolio, which reflects teaching effectiveness and service to the College for the 1974-75 Academic Year and which includes:

A. Course Information
   1. Courses Taught
   2. Course Outlines
   3. Sample Handouts, if utilized
   4. Sample Tests
   5. Pretest/Posttest Results, if available
      (The preceding material is to be categorized according to courses.)

B. Evaluations
   1. Student Evaluations – which shall be provided according to courses/sections taught during the 1974-75 Academic Year and which shall be submitted in tallied form, if available or if not tallied, then all forms should be provided.

   2. Peer Evaluation – where a peer shall be selected by the AHRC.


(Note: If this proposal is ratified, AHRC will convene on April 21, Monday during the noon hour in Judd to delineate tasks).

DMF:b