Minutes
WCC Faculty Senate Meeting
Mar. 21 (W), 2007
12:40   Palanakila Conference Room

Present:   Jean Shibuya, Floyd McCoy (Off-Campus Chair), Ron Loo (Presiding Chair), Paul Briggs (Recording Chair), Tara Severns, Letty Colmenares, Mari Nakamura, Kalani Meinecke, Emi Troeger, Toshi Ikagawa, Winston Kong, Sara Hadmack, Patricia J. Chamberlin

Not Present:   Ryan Perreira, Diane Goo

I. Approval of Minutes from 3-7-07 Faculty Senate Meeting.
   a. Minutes are approved unanimously.

II. Council of Faculty Senate Report
   a. Report from Floyd McCoy

Board of Regents Meeting

• **Establishment of an Assoc. in Sci. Degree in Natural Science (KapCC)** - approved; this ASNS will have a concentration in Life Science or Physical Science; focus will be on undergraduate research in these concentrations; as part of this new degree, partnerships have been established by KapCC with UHM Engineering and U. Alaska (Anchorage) using Title III funds; KapCC also announced a $50K planning grant awarded to them for best practices in recruiting and retention of STEM students (currently there are 79 students here in STEM programs); question concerning cost to System when grants expire, and noted that there would be no cost because current funds will cover costs of the ASNS program with funds for five new positions part of the biennium budget request.

• **Establishment of a student technology fee (MCC)** - approved; $3/credit/student/semester, up to 12 cr. With $36 cap on the fee; fee decided by a committee of students and faculty, who defined authorized and prohibited expenditures, including a refund policy, after an open forum and survey to establish and determine what the fee would support; committee of 3 students and 4 faculty will monitor and govern expenditures; starts fall, 2007.

• **BA in Health and Physical Education (UHH)** - approved a change from provisional to established status.
• **Establishment of the Pacific Aquaculture and Coastal Resources Center (UHH)** – approved.

• **Reorganization of the College of Agriculture, Forestry and Natural Resource Management (UHH)** - approved.

• **Endorsement of Institutional Proposal for WASC, 2009-2010 visit (UHM)** - endorsed; noted that this proposal was held as exemplary by WASC, and is being used by them as an example for other academic institutions under their accreditation wing; progress report to WASC by the UH System Office (“UH Progress Report to WASC Accrediting Commission, Feb 2007”) may be accessed at [http://www.hawaii.edu/offices/app/aa](http://www.hawaii.edu/offices/app/aa).

• **Amendment of BOR Policy concerning employment of coaches** - extensive and long discussion; President given authority to negotiate salary base between $184K and $400K without BOR approval; much concern by some Regents on the message given that non-faculty (coaches are with HGEA) get such extravagant salaries compared to faculty, and that this hardly suggests a focus on education; athletic department, however, noted the huge profits made by sports events that assists the university with its educational mission and recruitment of students.

• **Appointments** - VP for CC’s Morton to permanent status from interim; David Lassner, head of ITS, promoted to System VP.

• **Correction to previous notes**: ITS remains as a System function, rather than a UHM function as described in the previous (Feb.) BOR-ACCFSC-CCCFSC Notes.

**ACCFSC**

• **Univ. Council on Articulation Report** - (F. McCoy, WCC) - notes from current HAP board meetings circulated as a progress report, noting that HAP hallmarks are now accepted by all campuses except UHH and HawCC.

• **Banner Committee** - report by [new] VP ITS Lassner that the replacement program for WebCT, SAKAI, is now being tested by 6 WebCT users, who are also making comparisons between the two programs; an event in April is scheduled to discuss the change with representatives from all campuses that will hear comments from those testing and comparing SAKAI and WebCT, comments from other universities using SAKAI (the program comes highly recommended from major universities), as well as comments and answers from the developers of SAKAI; also noted that another program is under some consideration called MOODLE, but a decision on which program will replace WebCT will be made by fall, ‘08, so there can be an orderly and calm transition.

• **Budget Committee** - no meeting = no report.

• **Best Practices Committee** - (D. Bangert, Shidler School of Business) – this committee now has focus on communication by senates with administrators; information on procedures and policies at individual campuses is being acquired for reporting at the next ACCFSC meeting.
• **Business Process Council Report** - report by D. Lassner, VP ITS, that this council now meets monthly and is attempting to see business practices by UH done expeditiously and efficiently – the two most irritating business practices mentioned by faculty are delays in travel reimbursements, and in new employees receiving their first paycheck. On the first irritant: average time for travel reimbursement is 50 – 60 days! Steps are being taken to see e-travel procedures using e-signatures significantly reduce this delay, in addition to finding better routing paths for processing of requests. On the second irritant: preliminary data suggests a 5 week delay in a new employee receiving a first paycheck is usual, but up to 15 weeks is not unusual! This is a consequence of the State handling UH payroll, a procedure that saves the university up to $1M/year, thus we have little input into this – steps are being taken to see procedures at UH prior to the State processing are improved.

• **ACCFSC Representative on Regents Advisory Council** - confirmation that Prof. Tom Ramsey will serve as the first faculty representative on the new Regents Advisory Council; also confirmed that a nomination made via Ramsey from ACCFSC need not be current or retired faculty, but could be a prominent citizen outside the university.

• **Cost of Textbooks** - class in Business Practices and Accounting at UHH has a project determining the actual profit made by the UHH bookstore; further discussion on this delayed until these results are in.

• **Duration of the winter break between semesters** – response from KapCC and MCC is for no change; response from UHM is that every campus should have individual calendars.

• **Hamilton Library financial crisis** - UHM senate has established a task force to assist in this that is composed of 1 undergraduate student, 1 graduate student, 1 person from another campus in the System (Harry Davis from KapCC), in addition to UHM faculty.

• **Policy on use of the UH listserv** - decided that it is okay to use this for research purposes; suggested that if this proves unpopular and unworkable, that consideration be given to creating a separate listserv for research.

• **New policy on information security** - update of draft is attached below; individual campuses are asked for comments.

• **Guarantee of anonymity for participants in web-based evaluations of deans and directors** - this is handled by the Office of Human Resources who promptly strip identification from evaluations upon submittal; D. Lassner, VP ITS, will however check that this is being done; discussion then centered on faculty conducting their own evaluations of deans and directors perhaps via the senates and independent of OHR evaluations (a department at UHM-School of Education is doing this).

• **Incoming student readiness for higher education** - report by Flo Wiger from MCC of three initiatives that address this “pipeline” issue: (1) Am. Diploma Project (seeks closer BOE-UH ties on needs and requirements for high school graduates entering UH); (2) Kellogg Foundation (recently funded
at $10M, will focus on P-3 reading proficiency); (3) an initiative to see a better graduation rate by Hawaiian students. All three are being brought into a P-20 Council to coordinate and see progress.

- **President’s Report** - $53M raised for the Centennial Campaign (includes the Shidler gift); announced $10M Kellogg grant for the P-20 initiative that will focus on reading by elementary students at the 3rd grade level; KauCC accepted UHM hallmarks thus leaving only UHH and HawCC below the fold; CIP etc. funding going well with all released at the Tier 1 and 2 levels by the Governor except for HawCC and Kona funding of new campuses; no movement on System office move off the Manoa campus.

**CCFSC**

- **Legislature update** - for updates: [http://www.hawaii.edu/vpaa/system_aa/cc_stratplan.html](http://www.hawaii.edu/vpaa/system_aa/cc_stratplan.html).

- **Anticipated faculty turnover** - committee established to address the issue of impending retirements in the CC system, composed of three chancellors (Leon Richards, Angela Meixell, Rocky Frietas), 1 member from Mike Rota’s office, plus one faculty member (not named yet, and a volunteer is solicited); statistics compiled so far will be distributed to demonstrate the severity of the problem. Floyd McCoy has included a handout of the total number of faculty retirees anticipated.

- **Faculty recruitment** - an issue consequent to the anticipated faculty turnover coming with retirements (noted above), on modifying existing practices to make recruitment of new faculty easier has its first step in establishing a new policy that allows retention of faculty rank with intercampus transfer.

- **Delegation of authority** - BOR now allows the President to approve appointments; the President now will allow the VPCC to do the same for CC appointments as well as policy issues (thus not having to go through the President or the BOR); the President now allows the Chancellors responsibility for appointments on their campuses; all will be defined in a new CCCP (which will replace the former CCCM’s).

- **Marketing plan** - a new initiative for publicizing the CC’s – see the distributed flyer that was given to the Faculty Senate.

- **“Achieving the Dream”** - a program to assess student success, retention and graduation/transfer to upper-level undergraduate study, in/from the CC’s; study cooperates with 8 states; approx. 15 members on the team here with half designated by the Pukoa Council; funding is $500K from OHA and $500K from Bishop Estate/Kamehameha Schools.

- **Faculty classification plan (continued)** - remarks by VP Morton to the UHPA forum are attached in paper form and given to the Faculty Senate. Motion by LCC regarding Faculty Classification was given to the Faculty Senate.
• **Grading system** - MCC is looking into use of the "N" grade, as well as the +/- scheme.

• **Hawaii digital library system** - discussion on the establishment of such a system to help alleviate Hamilton Library funding crisis; CCCFSC agrees this should be considered with the system established by the U. Calif./Calif. State System; discussion will progress next to ACCFSC. Should WCC pursue this option?

### III. Committee Reports-CCAC

- Approved the modification in course description for MUS 122C Piano 2 (2 credits)
- Approved the modification in course description for MUS 222C Piano 4 (2 credits)
- Approved the modification in title and course description for MUS 101 from "Rhythmic Sightreading” to “Music Sightreading” (1 credit)
- Approved the modification in course description for MUS 114 College Chorus (1 credit)
- Approved the modification in course description for MUS 121B Voice 1 (2 credits)
- Approved the modification in course description for MUS 121C Piano 1 (2 credits)
- Approved the modification in course description for MUS 122B Voice 2 (2 credits)
- Approved the modification in course description for MUS 221C Piano 3 (2 credits)
- Approved the new course addition of ENG 204A Introduction to Creative Writing (Fiction) (3 credits).
- Approved the modification in course description for MUS 106 Music Appreciation (3 credits)
- Approved the modification in prerequisites and lecture and lab description for ART 260 Gallery Design and Management (3 credits)
- Approved the modification in prerequisites and corequisites for AQUA 201L Hawaiian Fishpond Lab
- Approved the modification in prerequisites for BIOL 100 Human Biology (3 credits)
- Approved the modification in prerequisites for BOT 210 Phytobiotechnology (4 credits)
- Approved the modification in prerequisites and credit description for CHEM 151 Elementary Survey of Chemistry (3 credits)
- Approved the modification in corequisite description for CHEM 161 General Chemistry I (3 credits)
• Approved the new course addition of ENG 297 Magazine Production (Rain Bird) (1 to 3 credits, variable)
• Approved the modifications in prerequisites and corequisites for PHYS 170 General Physics I (3 credits)
• Approved the modification in prerequisite for PHYS 272L General Physics II Laboratory (1 credit)
• Approved the modification in number, title, and course description from POLS 297 Politics and Film to POLS 243 Introduction to Politics and Film (3 credits)
• Motion approved to accept all 20 actions, unanimously.

IV. Old Business
a. Retiree Participation on Faculty Senate, Floyd McCoy
   i. Floyd McCoy distributed a sample UH Faculty Retiree Resolution for the Faculty Senate to consider. **Faculty are encouraged to have their departments look at this resolution for comment.**

b. Sub-Committee on Assigned/Reassigned Time and Overload - **Bring feedback from departments on Apr. 04 (W) meeting.**
   i. Vote on the recommendations of the sub-committee on the April 4 Faculty Senate meeting. The recommendations are in the February 21 Faculty Senate minutes.

c. Nomination/Election of Faculty Senate Chairs
   i. Chair two (off-campus) - 2 year term
   ii. Chair three (presiding) - 1 year term
   iii. **Faculty are encouraged to solicit nominations from their departments for the April 4 meeting.** The off-campus chair gets 3 credits release time and would need Thursdays and Fridays off, while the presiding chair gets appx. 1 credit. BOR meets on Thursdays, and UH Faculty Senate meetings are typically on Fridays.

V. New Business
a. Abolishment of ATS Program, Jean Shibuya
   i. Motion-To abolish the ATS Program at WCC
      1. Moved by Sarah Hadmack and seconded by Floyd McCoy.
2. Motion carried unanimously.
b. Establishment of WCC HAP Board, Jean Shibuya
   i. Motion-To establish HAP Board
      1. Moved by Tara Severns and seconded by Floyd McCoy
      2. Motion carried with one abstention.
   ii. Motion-To have a HAP Requirement
      1. Moved by Floyd McCoy and seconded by Toshi Ikagawa.
      2. Members discussed this motion, Jean Shibuya and Winston Kong argued against a HAP requirement as it would be too much of a burden on WCC students. Sarah Hadmack of Humanities recommends beginning this requirement in Fall 2008.
      3. Motion is defeated.
c. Resolution on Communication
   i. To be discussed at the April 4 meeting.
   ii. Faculty are encouraged to take this matter to their departments, especially with regard to new hires and new departments (i.e. ADOP).
d. A.D.O.P., Winston Kong
   i. To be discussed at the April 4 meeting.
e. There will be a meeting on April 11 to discuss updates on SLOs, Contact Hours and a Collective Bargaining update from UHPA.
      i. Meeting will be in Akoakoa 107 at 3 pm.
VI. Adjournment-meeting adjourned at 1:30