Faculty Senate Meeting Minutes
Palanakila 117
11/6 12:40pm-1:20pm

Present: Jean Shibuya, Libby Young (Off-Campus Chair), David Ringuette (Presiding Chair), Paul Briggs (Recording Chair), Tara Severns, Letty Colmenares, Mari Nakamura, Emi Troeger, Winston Kong, Ron Loo, Ellen Nagaue, Ellen Ishida-Babineau, Toshi Ikagawa

Not Present: Ryan Perreira

Guests: Joe Ciotti

1. Approval of Minutes
   a. Minutes approved with corrections 10-16-07

2. CAAC Report-Handout 1
   a. CCAAC courses approved for 11-6-07
      i. Motion-Ellen. Second by Letty.

3. Strategic Plan/ Budget vote-Draft 8 (Handout 2)
   a. Motion to approve the Strategic Plan/Budget Recommendation for
      Membership and Selection
      i. Motion-Ellen, Second by Letty
      ii. Faculty Senate votes to approve the recommendation.

4. Resolution to Reorganize Academic Support Vote
   a. Reorganization of Academic Support to Information Services
   b. Discussion
      i. Some departments want more discussion on this issue, some
         departments support the resolution.
      ii. Academic Support division recommends that the College
         implement the February 7, 2007 "Proposal for the Reorganization
         of Academic Support: Transformation to Information Services" to
         establish an Information Services unit with a Director who reports
         directly to the Chancellor.
      iii. Motion by Ellen, Second by Letty.
      iv. Faculty Senate votes to approve the resolution.
5. Chancellors Response to Communication
   a. The WCC community received email from Angela on her response.
   b. Discussion regarding leadership ensued.
      i. Faculty Senate representatives are encouraged to ask their departments on how leadership is proceeding on the WCC campus.

6. Service as DC be considered equivalent to teaching assignment and a MOA be established between FS and the Chancellor for compensation
   a. Started with the Math/Business department as an idea, but not as a motion. System policy was written broadly for interpretation by each of the departments.
   b. Currently, Department Chairs with 3 credits of assigned time are penalized by the 15-12 rule and thus have to work an extra 3 hours when their course load is 12 credits.
   c. Math/Business will write a resolution and send to the Faculty Senate.

7. Community College Strategic Planning and other system information
   a. Joe Ciotti will attend the meetings this Friday (November 9), due to the wedding of Libby’s daughter.
   b. Systemwide planning issues- Are there any WCC or department issues to be taken to the system level?
      i. Plan for developing leaders at the CC level. David McClain has started a leadership camp, but there is no one from WCC involved though.
      ii. Status of plan for easy transfer from CC to UH Manoa as stated by John Morton last Spring 07.
         1. There is a MOU between KCC and UH Manoa, which gives KCC students certain privileges with regard to transfer to UH Manoa. WCC may get involved in this process.
            a. But WCC wants to wait for KCC results.
      iii. Preparing students for the workforce, matching that vs. lack of preparation at the HS level. Bring up the level of incoming students.
         1. What programs does WCC see as strategic for this purpose?
         2. Is 2000 FTE a realistic goal for WCC in the future?
      iv. Workforce Development in the Renewable Energy Resources Industries
         1. There is general interest in ecology through the new Campus Ecology Group at WCC.
2. There is a Sustainability Council at UH Manoa chaired by Mary Tiles, have some startup funds, each campus is to look at ways to achieve sustainability.

3. Identify areas that have statewide support already, can partner with these state agencies and get into the state budget.
   a. Must happen at the grass roots level.
   b. But it takes a long time to develop a program, unless you assign someone the time to develop this, it will not get done.
   c. There needs to be follow through and leadership.

Meeting adjourned at 1:30 pm.
To: Faculty Senate Chairs  
From: Jean Shibuya, Credit Curriculum and Academic Affairs Committee Chair  

The CCAAC met on October 23 and acted on the following items:  

1. Approved the new course addition of AG 155 Subtropical Arboriculture (3 credits)  
2. Approved the new course addition of AG 156 Tree Risk Assessment (3 credits)  
3. Approved the new course addition of AG 159 Tree Climbing (1 credit)  
4. Approved the new course addition of AG 158 Tree Pruning and Felling Equipment (1 credit)  
5. Approved the modification in course alpha, number, and title from COMUN 145 Interpersonal Communication to SP 181 Introduction to Interpersonal Communication  

Please bring these items before the Faculty Senate for further action.
HANDOUT TWO

Strategic Planning Membership

**Representation:** The committee will have one representative from each of the following: Administrative Services, APT/Civil Service, Academic Support, Student Services, the student body (student representative), and Budget Committee. Two representatives will be selected from both Vocational and Community Education and Credit Instruction. The two representatives from Credit Instruction will be one each from Division I and Division II. The chancellor will serve as an ex-officio member.

**Selection of faculty representatives:** The faculty senate will be responsible for the election of faculty representatives to the above committee. The Senate will solicit nominees from the following units: Division I (Language Arts and Humanities), Division II (Math/Business, Natural Sciences and Social Sciences), Student Services, Academic Support, and Vocational & Community Education. The Senate will then conduct a vote within each unit to elect its representative.

A member will serve on both the Budget Committee and Strategic Planning Committee. The Strategic Planning Committee will select this member.

**Reassigned Time:** Faculty representatives will be given one credit of reassigned time/overload for the fall, spring, and summer terms. A faculty member who sits on both the Strategic Plan and Budget committees will be given two credits of reassigned time/overload per semester and summer.

**Terms:** Staggered terms of two years. To facilitate integration, new members will receive an orientation regarding the process, including the Committee’s charge and procedures. Initially, half of the designated representatives will serve for one year while the others will serve for two.

Budget Committee Membership

**Representation:** The committee will have one representative from each of the following: Administrative Services, APT/Civil Service, Academic Support, Student Services, Vocational and Community Education, Strategic Planning Committee, and the student body. Credit instruction will have two representatives, one from each division. All deans and directors are included. The chancellor will serve as an ex-officio member.

**Selection of faculty representatives:** The faculty senate will be responsible for the election of faculty representatives to the above committee. The Senate will solicit nominees from the following units: Division I (Language Arts and Humanities), Division II (Math/Business, Natural Sciences and Social Sciences), Student Services, Academic Support, and Vocational & Community Education. The Senate will then conduct a vote within each unit to elect its representative.

Last revision: October 22, 2007
Recommendation for Membership and Selection for the Strategic Plan and Budget Committees

**Reassigned Time:** Faculty representatives will be given one credit of reassigned time/overload for the fall, spring, and summer terms.

**Terms:** Staggered terms of two years. To facilitate integration, new members will receive an orientation regarding the process, including the Committee’s charge and procedures. Initially, half of the designated representatives will serve for one year while the others will serve for two.