1. Call to order 12:40pm

2. Approval of December 1, 2009 meeting minutes

   **MOTION TO ACCEPT MINUTES OF DECEMBER 1, 2009 WITH ONE MINOR MODIFICATION [ROSS L. 1ST, MALIA L-K 2ND; UNANIMOUS]**

3. Reports
   
   **A. CCAAC (Dave R.)**

   i. **ICS 100 Computer Literacy and Applications**
      
      The modification requested is to the recommended prerequisites in order to conform to current course offerings. Robert B. noted that for ICS 100 and 113, no reason for the modification is given on the first page. He suggested ICS 100, 113, 120, and 140 all indicate the same rationale.
      
      **MOTION TO APPROVE THE MODIFICATION TO ICS 100 WITH THE ADDITION OF A RATIONALE ON THE FRONT PAGE [ROSS L. 1ST, MALIA L-K 2ND; UNANIMOUS]**

   ii. **ICS 113 Database Fundamentals**

      The modification requested is to the recommended prerequisites in order to conform to current course offerings. It was also noted that ICS 113 has a prerequisite, but #14 (reason for change) is blank. Dave R. said the reason for the modification (page 1) is the same as the rationale given on page 3; however, it should have been completed.

      **MOTION TO APPROVE THE MODIFICATION OF ICS 113 WITH THE ADDITION OF A RATIONALE ON THE FRONT PAGE [ELLEN N. 1ST, JOHNNY S. 2ND; UNANIMOUS]**

   iii. **ICS 120 Spreadsheet Fundamentals**

      The proposed change is to the prerequisites. Again, no reason is given on page 1, but the rationale is given on page 3.

      **MOTION TO APPROVE THE MODIFICATION OF ICS 120 WITH THE ADDITION OF A RATIONALE ON THE FRONT PAGE [ELLEN N. 1ST, LESLIE L. 2ND; UNANIMOUS]**

   iv. **ICS 140 Elementary Operating Systems**

      ICS 140 has a recommended prep of 100/101 to fit current course offerings. Robert B. noted that it is marked as not yet appropriate for articulation. Dave R. explained that many courses are not articulated at this point because things at the system level are still up in the air.

      **MOTION TO APPROVE THE MODIFICATION OF ICS140 WITH THE ADDITION OF A RATIONALE ON THE FRONT PAGE [ROSS L. 1ST, TARA S. 2ND; UNANIMOUS]**

   v. **AG 235 Irrigation Principles and Design**

      This is Dave’s course. He is requesting a modification to the number from 45 to 235 to more accurately reflect the level of the course. Robert suggested rephrasing the
WCC Faculty Senate Meeting  
Palanakila 117  
January 19, 2010, 12:40pm

course description to eliminate the fragment in the catalog description (change to “,
including…”)

**Motion to Approve the Modification of AG 45 to AG 235 with the Recommended Elimination of the Fragment in the Course Description** [Tara 1st, Ellen N. 2nd, Unanimous]

vi. **Certificate of Competence in GIS and GPS**
This has been around for some time. It was originally approved in 2008. Later, there was a desire to drop the CIL requirement to accommodate students from other campuses who do not have that requirement. It went through CCAAC but did not complete its progression through the process and by then the process had changed, according to Toshi.

The question was asked if an actual certificate is given and who generates it. Jan noted that at Honolulu CC the registrar’s office generates the certificate, but here it is noted on the transcript. The student must initiate the approval once s/he has completed all requirements.

A discussion ensued about how students declare intent to pursue a certificate and how students’ progress is tracked. Anecdotally, students sometimes declare in advance, but many others indicate their intent to get the certificate after having completed most of the requirements. Jan said that IEC is going to try to put all the program maps in the catalog; they may also be able to include the form. Right now, the College is not getting the data on students participating in certificates.

Dave related a discussion from CCAAC in which Patty reported that when the job market gets tight, students return to try to claim their certificates, the requirements of which may have changed or the certificate may no longer exist.

There was interest in pursuing the production of actual paper certificates.

**Motion to Approve Certificate of Competence in GIS and GPS** [Malia L-K. 1st, Kanani B. 2nd; Unanimous]

vii. **ENG 008 Reading and Writing Fundamentals**
Ellen said this new course is intended to accommodate students who have been left out of our current English courses by not qualifying and who used to be directed to the DOE. This will be primarily a computerized lab course. It will meet 4 days a week at the WCC campus. It will allow for individualization. It will accommodate students as low as 3rd grade level and help them move up to qualify for the other courses. It is planned to be introduced in Fall 2010.

**Motion to Approve Proposed New Course ENG 008** [Tara S. 1st, April S. 2nd; Unanimous]

viii. **ENG 018 Reading Essentials**
This was previously experimental ENG 097A. It is paired with ENG 019 (previously ENG 097B). It was reported that 97A was successful, and so it is being added as a regular course. ENG 97A is being deleted. The reading level is 7th-8th grade.

ix. **ENG 019 Writing Essentials**
This was experimental 097B, now being added as a regular course.

x. **Delete ENG 097A and ENG 097B**
MOTION TO APPROVE THE ADDITION OF ENG 018 AND ENG 019 AND THE DELETION OF ENG 097A AND ENG 097B [ROBERT B. 1ST, LIBBY Y. 2ND; UNANIMOUS]

B. Task Force: Constitution Revisions (Tara S.)
Tara reported that the Task Force met with the ETC faculty to help them move the process along. The ETC faculty is discussing 1) faculty senate representation and 2) the new NCCAAAC. The faculty is meeting Friday at Honolulu Community College at 2pm in room 71D (learning center in the portables). [NOTE: Due to the UHPA information meeting on Friday at 2pm, the ETC faculty meeting was postponed until Tuesday, January 26, at 3pm.]

C. Planning, Budget, and Accreditation (Tara S.)
Mission/Vision/Core Values Committee
Members are Division I Kalani Meinecke, Division 2 Ross Langston, ETC/VCE Marcia Cades, Student Services Sarah Hodell, Administration Bernadette Howard, APT Bonnie Beatson, and they are still waiting for the selection of a student representative. The first meeting will be the first week of February. Jan will convene the first meeting, but at the first meeting a chair will be elected.

D. New Initiatives (Robert B.)
Robert talked to someone from the Master Planning and Space Allocation Committee (MaPSAC – formerly Space Utilization Committee) who seemed to want to roll some of their tasks into New Initiatives. Robert suggested they could create their own blog space. Kanani is on MaPSAC and said that when people want to use space in a particular way, they bring it to the committee, which approves or not and then is taken to Cliff Togo.

Concerns were raised about the role of the committee and how feedback is obtained and information circulated, about the level of bureaucracy. Ellen I-B. will bring this up with the Chancellor.

E. Procedures and Policies Review (Toshi I.)
About a year ago, Natural Sciences proposed a policy on cancellation of classes. Richard did not accept that proposal. Last semester Richard sent a memo to department chairs saying that the minimum to run a class in Spring 2010 would be 15; as a system, running any course with an enrollment under 10 must be explained. Toshi indicated his intent to pursue the formulation of an actual written policy on cancellation of classes.

F. ACCFSC/CCCFSC (Libby Y.) The first meeting will be next Friday. Send Libby any issues you’d like her to bring up. Tara wondered how other campuses are handling their unique graduation requirements in light of the reverse transfer policy.

4. New Business
• There will be an information session on the UHPA contract between 2 and 3pm on Friday.

5. Adjourned 1:25pm
The next meeting will be February 2, 2010, 12:40pm, Palanakila 117.

Respectfully submitted by Pamela DaGrossa, Recording Chair
January 20, 2010
Approved February 2, 2010