Members  Kanani Baker (STU SRVC), Robert Barclay (LANG), Pam DaGrossa (Recording Chair), Toshi Ikagawa (SOC SCI), Ellen Ishida-Babineau (Presiding Chair), Ross Langston (NAT SCI), Malia Lau-Kong (HUM), Leslie Lyum (ETC), Ellen Nagaue (ETC), April Sandobal (ETC), Tara Severns ( Academic Support), Johnny Singh (MAT BUS), Libby Young (Off-Campus Chair)

Guests  Jan Lubin, Director of Planning and Program Evaluation, Dave Ringette (CCAAC Chair)

1. Call to order 12:40 pm
2. Approval of February 2, 2010 meeting minutes
   MOTION TO ACCEPT MINUTES OF FEBRUARY 2, 2010 WITH MINOR CHANGE [UNANIMOUS]
3. Reports
   A. Senate Chairs’ Meeting with the Chancellor (Ellen I-B.)
      i. Requested issues were brought up to the Chancellor and are being followed up on.
      ii. The selection committee is in the process of finalizing the questions for the Division II Dean position.
      iii. Dave R. asked whether minutes are being taken at meetings with the Chancellor. They are not.
   B. CCAAC (Dave R.)
      i. AG 32B, 32C, 32D (Plant Disease and Pest Control) and AG 45 (Irrigation Principles and Design) deletions. These courses are being replaced.
         MOTION TO APPROVE THE DELETION OF AG 32B, AG 32C, AND AG 32D [1ST TARA S, 2ND MALIA L-K.; UNANIMOUS]
      ii. ART 104D (Introduction to Printmaking/Screenprinting) modification
         This course has been modified to keep it in line with the same course offered at Leeward in terms of numbering and lab time (2 lecture hours, 4 lab hours).
         MOTION TO APPROVE THE MODIFICATION OF ART 104D [1ST ROBERT B., 2ND KANANI B.; UNANIMOUS]
      iii. HWST 130 (Hula ‘Ōlapa: Traditional Hawaiian Dance) addition
         This course used to be under HPER and hasn’t been taught in a long time. With the push to develop the Hawaiian Studies Program, faculty found a similar course at HawCC on which this is modeled. It is a 3-credit course with 2 hours lecture and 2 hours lab.
         Robert asked why this is not being handled as a modification. Dave said that this is the way Kalawai'a Moore wanted to handle it. It is sometimes ambiguous when a course is new or modified. Ellen noted that Kalawai'a has been doing a lot of work on new courses. She wondered if anyone has been working with him on Student Learning Outcomes. She noted that there will be a workshop on course SLOs on WILD Day and Kalawai'a may want to attend.
         Robert asked if it is possible to include paired additions and deletions on the same CCAAC form.
WCC Faculty Senate Meeting
Palanakila 117
February 16, 2010, 12:40pm

**Motion to Approve the Addition of HWST 130** [1st Malia L-K., 2nd Johnny S.; Unanimous]

iv. **HWST 285** (Lā‘au Lapa‘au: Hawaiian Medicinal Herbs), addition
   This is a medicinal herb class that at one point was thought to possibly be more appropriately housed in the Natural Sciences Department. But this is a Hawaiian Studies class at other campuses and it is grounded in Hawaiian Studies, part of Humanities. A few concerns are lab space, costs to students, and the use of urine, a possible safety issue, in the class. Ellen asked for confirmation that this will require additional staff. Dave said it will, a lecturer. He noted that this kind of decision is made at the department level and is not a CCAAC issue.

   Tara noted that MaPSAC saw a proposal in their meeting for a garden, which would support this course.

**Motion to Approve the Addition of HWST 285** [1st Robert B., 2nd Kanani B.; Unanimous]

   Dave is encouraging Kalawaia M. to utilize the New Initiatives site to share information on the mass of Hawaiian Studies courses being proposed. **Robert will approach him about this.** Kanani said that Ke Kumupali is working to get WinCC back as a major center for Hawaiian Studies. The question was raised whether this is an extension of the current Hawaiian Studies Academic Subject Certificate, or whether they have other plans.

   Libby noted that the Hawaiian Music Institute current exists as a collection of performances and lectures. She wonders where HMI figures in this bigger picture for Hawaiian Studies. She noted that at some point it might be good to hear directly from Kalawaia and Kalani Meinecke at a Faculty Senate meeting at some point.

C. **Task Force: Constitution Revisions** (Tara S.)
   Leslie noted that there are concerns from ETC faculty members about the governance structure. Tara and Pam suggested that the formation of the NCCAAC might help faculty to begin addressing some of these concerns. The ETC faculty is planning to meet on Wednesday, February 24, at 2:00pm on the HonCC campus.

D. **Subcommittee: Planning, Budget, and Accreditation** (Tara S.) Nothing to report

E. **Subcommittee: New Initiatives** (Robert B.) Nothing to report

F. **Task Force: AA Degree Graduation Requirements**
   The task force distributed a copy of its report (attached). Johnny noted that he, Tara S., Jean Okumura, Emi Troeger, and Ron Loo had 2 meetings to study the Math and CIL general education requirements for graduation.

   Tara reported that they looked at the reverse transfer policy and realized that it was not exactly what they first thought it was. They concluded that it is not problematic. There is no automatic granting of degrees. If a student leaves WCC for Mānoa and takes a few more classes, the student’s courses can be reviewed to see if they qualify for WCC’s AA degree, following WCC’s requirements.

   The task force has been working off of the draft MOA that was circulated. They searched, but have no evidence that a final version was ever approved. Johnny said they did some research into the situation at other campuses, both in the UH system and in California. Most campuses have some kind of exam or class requirements. All other
UHCCs have unique graduation requirements. There was a concern that students might shop around for the “easiest” requirements, but that seems not to be likely because each campus has requirements that the student would have to compete on that campus. They requested data on how many students have 12+ credits at WCC and 12+ credits at another college; this information is forthcoming. Another barrier to shopping around is that the Gen Ed credit requirements at the other campuses are higher than WCC’s. They concluded that the Reverse Transfer Policy alone is not sufficient to justify changing our requirements.

Johnny explained that students can meet the Math graduation requirement by placing into MATH 100 or completing MATH 25 or higher. Students must take a MATH course or PHIL 110 (logic). The requirement to complete MATH 25 would not have been there if the PHIL 110 option had not been there. The requirement was created to prevent students from avoiding math entirely by taking only PHIL 110. The Task Force concluded that this Math requirement will have no negative impact with the implementation of the RTP.

Tara summarized that WCC still needs to have the CIL requirement to ensure graduates have minimal computer and information literacy skills when they leave WCC. The task force also concluded that the administration provides inadequate support for the CIL requirement because it is not money generating. So, the task force is proposing that the requirement be met through a course requirement, which would go into effect Fall 2011. This will also be more cost effective and thus is anticipated to be more appealing to administration.

Libby expressed concern for students who already have acquired the skills and who perceive the course as waste of their time. Johnny noted that credit by exam is a possible option; the task force does not want the course to be an obstacle to graduation.

Ross asked if some other classes might meet the requirements for the CIL. Johnny and Tara agreed this is possible.

Tara and Johnny offered to come to department meetings to respond to questions. Senators are to take this to their departments for feedback.

G. Subcommittee: Policies and Procedures (Toshi I.)

Revised Sabbatical Leave Review Policy (eligibility of members)

Ellen I-B. asked everyone to consider what the minimum requirements for a committee member should be. Please take this back to your departments.

Revised Assigned Time Policy

Ellen I-B. asked everyone to consider what the minimum requirements for a committee member should be. Please take this back to your departments. Libby noted that she sought feedback on these issues from the other campuses and few have similar committees.

4. New Business

A. Ad Hoc Committee for Excellence in Education

The last three recipients of this award were Ross Langston (09), Malia Lau Kong (08), and Kathleen French (07). They all agreed to serve on the committee this year.
B. F/N grading: Is it an issue? (per the Vice Chancellor for Student Services)
   Senators please take this to your departments for feedback and commentary.

C. Emeritus Policy
   The policy previously circulated is in effect. Libby’s question on the policy, dated 1990, regarded outdated titles for community college faculty. She will ask the system to revise this.

   The system senate raised the question as to whether “emeritus” is an honor or a routinely awarded status. It was concluded that it is meant to be an honor bestowed on a faculty member.

5. Adjourned 1:36pm
   The next meeting will be March 2, 2010, 12:40pm, in Palanakila 117.

Respectfully submitted by Pamela DaGrossa, Recording Chair
February 17, 2010
Approved March 2, 2010
REPORT FROM
The Faculty Senate Task Force on Graduation Requirements

The task force met on January 26 and February 9, 2010, to study the Math and CIL requirements for WCC's AA degree, particularly in light of the new policy on Reverse Transfer.

Regarding Reverse Transfer

The task force studied the September 2009 draft of the Memorandum of Agreement (MOA) regarding Automatic Admissions and Reverse Transfer. Though a press release of January 21, 2010 suggests the policy has been adopted, the task force has not been able to obtain a copy of the final MOA, nor has it found substantial evidence that the agreement has been finalized.

Based on the Draft MOA, the task force believes that the Math and CIL degree requirements will not unduly deter WCC students who transfer to a UH baccalaureate campus from earning an AA degree at WCC.

The task force has heard some people express a fear that former WCC students will "shop around" to earn their AA degree via Reverse Transfer from the campus with the "easiest" graduation requirements. We checked the catalogs of several other CCs and discovered that students must earn a minimum of 12 or 15 credit from a campus to earn an AA from those campuses (HonCC requires the last 12 credits, or any 30 credits). We have requested data from the Institutional Research Office on how many students have earned 12 or more credits from more than one community college in the UH system. Though we have not yet received the data, we believe it will show that the number of transfer students who will have earned 12 credit hours from multiple campuses is very low.

Another factor that could discourage students from "shopping around" is that fact that, while all the CCs require a total of 60 credit hours, WCC, UHWO, HonCC and KapCC only require 31 hours of Gen Ed credits; the other campuses require 44-46. That each campus has its own unique set of graduation requirements will also present hurdles to "shopping around". For example, Honolulu CC has a math prerequisite and a HAP focus requirement, KapCC has a HAP focus plus a Hawaiian/ASL/Foreign Language requirement, Maui requires a computer course and much more; some campuses require two Writing Intensives, while others require only one, and so on.

We believe the minimal possibility that a few students might choose another campus over ours to apply for their AA degree after they have left WCC with 12 or more credits is insufficient justification to water down the graduation requirements for all our students.

Regarding the Math Requirement

WCC's AA degree requires a student to place into Math 100 or successfully complete Math 25 or higher. Math 25 is essentially equivalent to the second-half of high school Algebra I. The WCC faculty put this requirement in place because of a conviction that our graduates should possess at
least high school-level math skills. The task force finds no compelling reason to discard this requirement.

Regarding the Computer and Information Literacy Requirement

WCC's AA degree requires students to demonstrate basic proficiency in information literacy, email, spreadsheet and word processing by successfully completing a test of these skills. With recent research showing that undergraduates lack these skills, and with the continued growth in the importance of these skills in the workplace, the task force finds no compelling reason to drop this requirement.

The task force believes the Administration has provided inadequate support for the CIL requirement, perhaps because CIL has no "home," and costs money to administer.

The task force believes it is the right of the faculty to determine the curriculum, and that the administration should not be allowed to cut a core requirement from a primary degree program. However, in the spirit of compromise, we propose a modification that would give the CIL requirement a home, while making it more cost-neutral for the school: Replace the CIL exam with a requirement that students take one of a selection of 3-credit computer courses.

Task Force Recommendation

1. Keep the Math requirement as is.

2. Change the CIL requirement to specify that, beginning fall 2011, students must pass one of the following courses with a grade of C or better:
   - ICS 100 (no longer a Soc Sci elective)
   - ICS 101 (required for UHM School of Business)
   - ICS 105 (The CIL test would be administered in the class through summer 2011).

- The new requirement would go into effect fall 2011.
- Students who begin courses before fall 2011 without a break will have a choice between earning a degree under the old requirement (CIL exam) or the new requirement (take a course) through summer 2013.
- Starting fall 2013, the CIL exam will no longer be offered.
- Credit by Exam will be explored as an option for students with sufficient life experience.
- Students may transfer ICS 100 or ICS 101 from another UH campus without review to meet the new requirement.
- Computer skills courses from non-UH campuses will be reviewed for transfer to meet this requirement.