WCC Faculty Senate Meeting
Palanakila 117
March 16, 2010, 12:40pm

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 (SUP), 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 12:40pm
2. Approval of March 2, 2010 meeting minutes
   MOTION TO ACCEPT MINUTES OF MARCH 2, 2010, WITH ONE MINOR CHANGE [UNANIMOUS]
3. Reports
   A. Senate Chairs’ Meeting with the Chancellor (Ellen I-B.) No meeting last week
   B. CCAAC (Dave R.)
      i. HLTH 125 Survey of Medical Terminology (1cr) addition
         Robert B. asked about using a remedial course as a prerequisite. Ross and Ellen assured him that it is done.
         MOTION TO APPROVE THE ADDITION OF HLTH 125 SURVEY OF MEDICAL TERMINOLOGY [1ST JOHNNY S., 2ND MALIA L-K.; UNANIMOUS]
         Dave R. questioned whether it was acceptable for teachers to grade the assessments of some SLOs, but not grade the assessment of other SLOs. Ellen I-B. indicated that all SLOs should be assessed through grading and if this is not being done, then perhaps someone might be brought in to talk about this.
      ii. HIST 285 Environmental History of Hawai‘i – addition and change to ASC
         MOTION TO APPROVE THE ADDITION OF HIST 285 [1ST TARA S., 2ND ROSS L.; UNANIMOUS]
         Dave noted that this course was experimental for 2 years although experimental classes are supposed to be offered only once. This course is supported by the department and it fits with the new environmental theme at WCC.
      iii. ADDITION OF HIS 285 TO THE LIST OF COURSES SATISFYING REQUIREMENTS FOR THE ACADEMIC SUBJECT CERTIFICATE IN BIORESOURCES AND TECHNOLOGY, BIORESOURCES DEVELOPMENT AND MANAGEMENT TRACK [1ST ELLEN N.; 2ND JOHNNY S.; UNANIMOUS]
         Dave reported that the CCAAC did not really know what to do with these. There is currently no form for revising certificates. CCAAC is working on that. Right now they are seeking Faculty Senate approval.
         MOTION TO APPROVE THE ADDITION OF HIST 285 [1ST ROSS L.; 2ND LESLIE L.; UNANIMOUS]
   C. Task Force: Constitution Revisions (Pam D.)
      Pam reported that the constitution will be ready for unveiling to the Faculty Senate and sharing with constituents by the end of this week. Three versions will be made available: current form, proposed form, and current form with changes. A forum will be held Thursday, April 8, 12:35-1:20pm to discuss the proposed changes. The vote will be
WCC Faculty Senate Meeting
Palanakila 117
March 16, 2010, 12:40pm

taken April 9-13. The curriculum committee chairs and faculty senate chairs elections will be held just after that.

D. Subcommittee: Planning, Budget, and Accreditation (Tara S.)

Jan reported that the revised Mission, Vision, and Core Values statement is going to be put up on the Web before spring break. They weren’t sure of the process so Jan decided to put it out for comment, then hold a forum at the beginning of April. It will then go to the Faculty Senate Subcommittee, then to departments, then put out for approval by all faculty and staff.

Jan met with Doug today to form the Accreditation Self-Study Teams. Not everyone has signed up for the self-study groups, though it is hoped they will.

The Program Maps and Program Guides for all ASCs, Certificate Programs, and AA degree are due on March 19.

It was proposed and agreed that the two forums (Constitution revisions and Mission revisions) will be held together on April 8 at 12:35pm to minimize taxing people’s already full schedules.

Tara reported that she queried one of the members of the PBC. The PBC has grouped requests from the program reviews into the following categories: program change requests (PRCs), equipment, operating, and capital improvement projects (CIP). The PRCs, used for funding new initiatives, substantial workload increases (such as new positions), and operations for new facilities, were further grouped and prioritized: 1) New Library Building, 2) Developmental Education, 3) Instruction, and 4) Public Service. The administration will send the PRC forms to the CC system soon. The administration will distribute money for equipment and operations from general and tuition funds, with review from the PBC. The PBC plans to assess the budgeting process. The PBC summary sheets are available at http://windward.hawaii.edu/ir/pbcouncil/planningbudgetmenu.htm.

E. Subcommittee: New Initiatives (Robert B.)

Robert reported that the new webpage will be up next week.

F. Task Force: AA Degree Graduation Requirements (Johnny S.)

Johnny reported that the group met with Paul Field on 3/2 and got his perspective. Now that they know what the administration wants, they have scheduled another meeting for 3/30 to revise recommendations based on information from Paul and Faculty Senate. No changes will go into effect in the next academic year, so the Task Force feels this need not be rushed. Johnny says Paul Field seemed to suggest that they will fund the CIL as it is for the fall semester.

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

Revised Assigned Time Policy

The policy that was circulated was based the outcome of a meeting between FS Chairs, Richard.

MOTION TO APPROVE THE REVISED ASSIGNED TIME POLICY (1ST APRIL S., 2ND LESLIE L.)

VOTE ON THE MOTION WAS POSTPONED UNTIL THE NEXT MEETING.

Pam will resend the Assigned Time Policy.
Policy on policies
The Chancellor should have this. The Chairs will bring it up at the meeting today.

Schedule of Classes/Class Cancellation Policies
We are waiting on Richard to resend this in the proper format.

H. ACCFSC/CCCFSC (Libby Y.)
   Libby reported that they are meeting this Friday. If anyone has any issues to bring to the system, let Libby know. There seems to be some interest among the campuses on administrator evaluations. WinCC is ahead of the game on this. 😊

4. Old Business
   A. Feedback on Student Conduct Code
      Malia shared that Humanities agreed with Leeward that the code gives too much authority to one person and that the scope is too broad. The department does not like KapCC’s suggestion of including the binding nature of a course syllabus into the conduct code. There was concern that small changes, such as dates, could be held against the teacher.

   B. COMPASS representative for WCC is Wei-Ling Landers.

5. New Business
   Ellen was asked to call for volunteers to work on a faculty-administration ad hoc committee to write the philosophy for general education at WinCC. The committee has a tight deadline. They have two volunteers so far. If anyone is interested, call Jean Shibuya at x235. They will meet 3/18, 11:30-12:15pm.

6. Adjourned 1:18pm
   The next meeting will be April 6, 2010, 12:40pm, in Palanakila 117.

Respectfully submitted by Pamela DaGrossa, Recording Chair
♠ March 17, 2010

Approved April 6, 2010