

Faculty Senate Meeting
Tuesday September 20, 2011
12:30-1:30 PM Palanakila 117

Members present Kay Beach(MAT/BUS), Paul Briggs (Off Campus Chair), Jane Uyetake for Gerri Kabei (CCE/OCET), Ross Langston (Presiding Chair), Floyd McCoy (NAT SCI), Frank Palacat (SOC SCI), Carla Rogers (Student Affairs), Malia Lau-Kong for Aaron Sala (HUM), Mary Segura (LANG), Mike Tom (SUP), Kathleen Zane (Recording Chair)
Kathleen French (CCAAC Chair)

Guests Jan Lubin (Director of Planning and Program Evaluation), Paul Nash (Aesthetics Committee)

1) Call to Order: 12:35 PM

2) Approval of Minutes

The minutes of the meeting on September 6th were unanimously approved.

3) Reports

A) CCAAC (Kathleen French):

Kathleen F. asked if there were any questions about the curricular changes that were previously distributed:

1. Course Deactivation: MUS 101, Music Sightreading.
2. Course Modification (catalog description; SLOs): MUS 108, Fundamentals of Western Music
3. Course Modification (title; catalog description; SLOs): GG 101, Dynamic Earth
4. Course Modification (course credits): GG 101L, Dynamic Earth Laboratory
5. New Course: MATH 19, Developmental Mathematics
6. New Course: MATH 28, Developmental Mathematics II
7. New Course: MATH 29, Developmental Mathematics III

Motion to accept all the above course changes was approved unanimously. (Floyd M. recused himself.)

B) ACCFSC/CCFSC (Paul Briggs) :

Paul B. has emailed to Faculty Senators four proposed system academic policies which they were asked to review with their departments and to provide feedback at the next Faculty Senate meeting. Other system events reported were:

- 1) A transfer agenda focused on requirements, identifying students' majors, and what it takes to complete a degree or certificate is being developed. Carla R. inquired about the status of the AA as a completion degree and a discussion followed of whether the AA degree remained a desirable outcome even after a student had transferred to a 4 year college.
- 2) Discrepancies in course naming need correction by equating a common title, contact and credit hour. Paul N. offered past examples of changes being made to numbering to disallow a course being taught at the community college level.
- 3) Peter Quigley is spearheading an online learning strategic plan and coordinators from the colleges are being sought.
- 4) Proposed tuition increases are being justified to cover the 11.1% reduction in UH general funds, the "snap back" of faculty salaries, and the cost for Johnson Controls services. There is a possible option of dipping into the reserves of the community colleges since the University is not getting its anticipated stimulus money.
- 5) Four system-wide academic policy proposals were emailed by Paul. These concern the noting of UH CC student credentials; a transaction and service fee change; program credentials; and the academic residency requirements for graduation. Lokelani Kenolio will be making a presentation about this to Kathleen F. and the CCAAC.
- 6) Comprehensive program reviews are being generated for accreditation information, including the role of distance education. There are also questions about how distance education is aligned with the mission.

C) Planning, Budget & Accreditation (Jan Lubin):

The results of faculty and staff surveys have been posted. There will be opportunities to comment on the surveys which will be incorporated into the self study. The question was raised of whether a feedback mechanism is needed now. Mike T. asked whether this was a matter for Faculty Senate; Jan responded that a sub-committee of Faculty Senate deals with accreditation. Kathleen F. suggested the creation of a discussion page and other Senate members concurred. There was a discussion regarding the formality, confidentiality, and end results of the survey. Mary S.'s question of whether past GSIECs go into study too was answered in the affirmative. Ross

summarized that Jan L. will create an online portal for faculty and staff to comment on the survey for faculty, staff, and HR that replicated one on 2006, i.e., it is a survey on a survey.

D) Policies and Procedures:

Three initiatives from Student Services will be discussed next week. These concern policies on the transfer of credits, credit by exam, and grading.

4) Old Business

A) Prioritization of new faculty positions

Ross asked for departmental input on the forms for requests for new faculty positions/reallocation of existing positions submitted by Richard Fulton. Discussion included the need for addressing the question of a rubric, the difficulty of coordinating among an increasing number of rubrics, and additional criteria that would be applied to teaching faculty. Other comments included the necessity of stating on the form that it needs to be reviewed by the PBC; the need for the program chair's input; and that the prioritization was for Richard F., not for the PBC. Frank P. asked how it would be used, inasmuch as, with non-instructional faculty, it would not be Richard alone reviewing it, but also the department chairs. Malia L.-K. stated that last year there had been questions of how the form would be interpreted and used, adding that a rubric and guidelines were necessary for understanding the process. The Senate was reminded of Kay B.'s suggestion of looking at the contract. Ross stated that a summary of these comments would be circulated to the senators for their further comments to be forwarded within 3 days of its receipt, after which it would be sent on to Richard F.

B) Policies & Procedures for Renovation & New Construction: Paul Nash (Aesthetics Committee)

Paul Nash offered some background to the draft of policies and procedures for renovation and new construction that was previously provided by Jeff Hunt. With 6 historic buildings on campus, the aesthetics committee wanted to alert the College to the necessity of protecting those buildings. The draft was intended to clarify the process by which anticipated changes may be reviewed by the aesthetics committee. Paul N. cited as an example that arches were removed from some buildings without dialogue from administration, despite the designation in 1996 of the campus environs as a historical district. Hence, the aesthetics committee is trying to find an avenue to protect buildings before mistakes are made. Jeff Hunt's draft of policies and procedures attempts to create a system of checks and balances. Malia L.-K. stated that there is some confusion about the process depicted in the flow chart, and that there is a need to simplify it. Paul N. emphasized the need for transparency in the process of renovation, and expressed his concern that the administration is not aware of regulations governing the historic designation given to older structures on campus.

Ross stated that in the meeting with the Chancellor, the advisory nature of these committees had been emphasized. The plan represents a flow of ideas, not the process and Jeff H. is revising it. After comments from the Senate are incorporated, the revised plan can be formally approved by the Aesthetics Committee, and then will be returned to the Senate.

C. General Education Learning Outcomes (Jan L., Malia L.-K., and Frank P. from Task Force,)

Now that an open forum has been held to discuss the General Education Mission and Learning Outcomes distributed at Convocation, a new draft incorporating comments will be put to a vote. . The revisions can be seen online and the documents voted upon (yes or no) by faculty, staff, and student representatives (TRiO, ASUH-WCC, SI) from September 21st through September 26th.

D) Online Balloting for DPC Elections:

The DPC elections are still being handled on paper ballots. Ross asked for input from departments about the use of online balloting. There was a concern with security issues, and the assurance of anonymity. Paul B. questioned whether setting up an online ballot was worthwhile for only 40-50 ballots and recommended that the process should be kept simple. It was noted that Brian R. had sent around by email the reasons for online balloting and Kathleen F. cited as advantages the ease of counting and the convenience.

5) New Business

A) Faculty Distributed Learning Advisory Committee (Letty Colmenares):

Although Letty C. was unable to attend this meeting, Ross L. had previously sent out materials on this topic to senators. There was a discussion on clarifying how the DLAC paralleled the Distance Learning committee and the expression of a concern that the FLAC was too administrator and UH-Manoa driven. It is meant to create the overriding document to guide Distance Learning into the future. Carla R. inquired who the overview coordinator at WCC was. It was suggested that Academic Dean B. Richardson or Vice Chancellor R. Fulton F. might be at the head and it was agreed that the responsible person needed to be identified. The Senate Chairs were charged with asking Chancellor Dystra who the formal Distant Education chair is. Ross asked that concerns from departments be sent to Letty C. who will take them to the system-wide committee.

6) Adjourned at 1:45 pm.

Respectfully submitted,

Kathleen Zane, Recording Chair