

**Faculty Senate Meeting**  
**Tuesday December 6 , 2011**  
12:30-1:30 PM Palanakila 117

**Members present** Kay Beach(MAT/BUS), Paul Briggs (Off Campus Chair), Jane Uyetake (CCE/OCET), Ross Langston (Presiding Chair), Floyd McCoy (NAT SCI), Carla Rogers (Student Affairs), Mary Segura (LANG), Mike Tom (SUP), Kathleen Zane (Recording Chair) Kathleen French (CCAAC Chair)

**Guest** Patti Chong (Counselor, Student Affairs)

**1) Call to Order: 12:48 pm**

**2) Approval of Minutes of November 15, 2011** was unanimous

**3) Reports**

**A. Academic Policy Changes Proposed (Patti Chong)**

**1. Credit by Exam**

Patti C. reported that currently, Social Sciences and Math have opted to be excluded from Credit by Exam. Any department that now wants inclusion can make changes, and the measure is up for discussion. Paul B. inquired about payments and Patti C. replied that payment per credit would be applied, although it is not clear how the proctoring of the exam will be compensated.

Carla R. noted the process needed to be more clearly elaborated, giving as an example page 2 no. 2 which mentions a form that was not found. Ross L. commented that although all forms need to be online, this is not always the case. It was also noted that languages are the usual subjects for receiving credit by exam. The question was asked about whether the exam tests that the SLOs are met. Kay B. observed that the communication aspect of the course being credited is missing from a written exam, which omits discussion and collaboration activities.

Floyd M. stated that the Sciences department approves the policy.

Patti C. offered to visit the departments to answer questions. It was noted that Financial Aid does not cover Credit by Exam.

The question arose of whether the courses are ready to be credited by exam if the policy is approved.

Patti offered clarification of the registration process: a student must register for the course, and then add in the option of receiving credit by exam.

## 2. Transfer of credits

Patti reported the **proposed** change **from** the current policy of accepting a grade of D or higher for transfer from another institution. **If the change is accepted, transfer credit would then** be given **only** for a grade of C or higher. Manoa had accepted a D grade **for transfer credit**, which was not fulfilled as a grade, but only as credits. There was a discussion of whether credits were acceptable if the student received a D grade in the course. While credit for transfer to WCC **would require** a C or better, this **practice** is an exception, since a D is accepted by other UH community colleges **in** evaluating a transcript from another UH system college, **even though** a course from outside the system requires a C or better **for transfer. There would be two different standards.** Ross L. raised the question of what constitutes a “satisfactory completion.”

Accepting **only at** least a grade of C, and not a C- or D for transfer credit is a change **from the previous** policy. Ross L. proposed to accept this change to the document, thus requiring a minimum grade of C.

### B. CCAAC : (Kathleen French)

K. French presented four course proposals approved by CCAAC on November 22, 2011, which had been sent for review to Faculty Senate members:

1. New Course: HWST 273.
2. Program Modification: CA in Vet Assisting and AS Vet Technician: (changes to the speech/communication requirement)
3. Course Modification: ENG 21 (modification of SLOs)
4. New Course: ART 249.

*A motion to accept all the above course proposals was approved unanimously.*

### C. ACCFSC/CCFSC (Paul Briggs)

**Paul B. reported that there had been no meetings of these bodies, but referred to the report he had sent out by email an hour prior to this Faculty Senate meeting about a meeting of the UHCC Strategic Planning Council on December 2. Ideas for data products and analytics to update the strategic plan measures include the following analytic studies: hybrid classes, program level tracking at UH four-year institutions, course taking patterns of Community College Students, employment information on graduates at the program level, risk factors for incoming high school students, understanding of how students succeed, distance education (DE), reasons why students leave.**

#### **D. Task Force on Committees**

Carla R. reported that the Counselors did not approve the document submitted on policies and procedures for committees, on the grounds that the original document 2.2 remained adequate for use. Kay-B., Floyd M. and Jane U. reported that there had been no feedback from their respective departments. Kathleen F. commented that this document was meant as a starting point for committee governance, and inquired how the original 2.2 compared with the new document. Carla R. responded that the new document appeared to add another level of hierarchy and that the issue might be that groups are not adhering to the original policy. Ross L. commented that the new document provided a way for culling out inactive groups. Floyd M. added that it provided necessary transparency and clarity. Mike T. discussed the issue of added bureaucracy, stating that there should be an attempt to have more accountability without resorting to additional hierarchy. Carla R. commented that other issues were the effect on facility use and a concern with the policy's "watchdog" potential.

#### **4)Announcements**

- A. Learning Commons Coffee Shop task force—(Paul Briggs)  
Paul B. announced that the first meeting of the coffee shop task force had taken place.
  
- B. ATP (Authorization to Plan) for an AS in Natural Science is being floated by Richard Fulton in a CCAO (Chief Council of Academic Officers) proposal.

**Adjourned at 1:42 pm**