

Faculty Senate Meeting
Tuesday May 1st, 2012
1:00-2:00 PM Palanakila 117

Members Present:

Kay Beach (MAT/BUS), Paul Briggs (Off Campus Chair), Gerri Kabei (CCE/OCET), Ross Langston (Presiding Chair), Carla Rogers (Student Affairs), Mary Segura (LANG), Mike Tom (SUP), Kathleen Zane (Recording Chair), Liko Hoe (Presiding Chair-Elect), Leslie Opulauoho (Recording Chair-Elect)
Kathleen French (CCAAC Chair)

Guests: Jan Lubin (Director of Planning and Program Evaluation), Lance Uyeda (Chair, Ad Hoc Committee for Policy on Policies and Procedures)

1. **Call to Order: 1:15pm**
2. **Minutes of the April 3rd and April 17th meetings were approved unanimously.**
3. **Reports**

A. CCAAC (Kathleen French)

Kathleen F. presented the following curriculum changes approved by the CCAAC:

1. [ART 123](#) (modification in prerequisites and recommended preparation)
2. [JPNS 197](#) (new course)
3. [ENG 8](#) (modification in course SLOs)
4. [ENG 100](#) (modification in course title and description)
5. [ENG 22](#) (modification in course title and description)
6. Hallmarks for Foundations in Symbolic Reasoning:

In response to a request for clarification of the modification to foundations in symbolic reasoning, Kathleen F. reiterated that this was an attempt to reword the requirement so it would be in line with other hallmarks, but that it does not restrict Logic courses from meeting the requirement.

The motion to accept the six curriculum proposals was passed unanimously.

B. Planning and Budget Council (Ross Langston):

Ross announced that there will be a vote by email to prioritize items.

C. Policies and Procedures (Jan Lubin).

1. Policy on Policies

Jan L. stated that this policy was on the Discussion Board and proposed that further discussion be deferred to the next session of Faculty Senate.

Ross commented on the advisability of closing the discussion before the end of the semester so that the policy can be worked on during the summer and be in effect for the new academic year. In the discussion for a clarification of the policies being discussed, it was suggested that there had been an administrative misunderstanding about the purpose of the policy that was offered by Jan L. It was further suggested that, given the Chancellor's direct charge to the ad hoc committee of revising the policy on proposing policy, that the policy statement put forth by the subcommittee (A) should be considered null and void. Jan L. stated that Chancellor Dykstra had informed her that he wanted to be sure that Faculty Senate voted on the policy.

It was agreed to suspend this discussion for the time being until Lance Uyeda could report on the policy developed by the ad hoc committee (B).

Lance U. explained that a given proposed policy may not necessarily deal with academic matters, and therefore the ad hoc committee had been charged with providing a template for coming up with a new policy or amending one as a set of steps for **any** WCC policy. Kathleen F. added that the distinctive feature of the ad hoc committee's proposal (B) is that it ensures putting a new or amended policy through a vetting process, or submitting it to a campus-wide dialogue. This provides a means of correcting the current situation in which anyone can create a policy or issue one without due process. The goal is to create a more transparent procedure. Feedback must be incorporated and forwarded to the Chancellor; the result would be a stronger policy that involves the entire college in its formation.

Lance U. emphasized the provision for open discussion at the beginning of the process, which would include, among other means, the use of the Discussion Board. Faculty Senate could then decide whether it was an appropriate matter on which it would vote. Leslie O. asked about the provision calling for a review, and whether this body itself would review the ASUH policy since a review is called for every five years. Lance U. responded that the reviewing body would not make the change, but would be following the established policy. Kathleen F. suggested that an email be sent to departments to get feedback for review by the committee.

Jan L. clarified that the sub-committee's version (A) starts with the Faculty Senate Constitution to show which policies are to be reviewed by Faculty Senate and which not. She also added that this policy (A) would require a vote by the Faculty Senate and suggested that combining the two proposals could make a strong third policy (C). Jan L. stated that voting in Fall of 2012 on the policy (B) would be more appropriate. Kathleen F. stated that the two policies are different, and not easily combined. The question of the Chancellor's intention in the formation of the ad hoc committee arose. Ross L. offered to follow up on this matter with Chancellor Dykstra.

2. Policy on Governance Assessment

Jan L. announced that this policy has been signed off on, and will go into effect in the academic year 2012-2013, and be implemented in Spring 2013.

C. **Assigned Time Committee** (Paul Briggs, Frank Palacat, Kay Beach):

Paul B. reported that the committee had nine more assigned time applications from Division II to review. The question of whether the results of the review needed to be reported to Faculty Senate was answered in the negative, since these are personnel matters.

Kay B. emphasized the need to refine the process so that the issue is viewed as a matter of workload, not of assigned time. Jan L. raised the related matter which concerns UHPA's subcommittee on teaching equivalencies, suggesting that UHPA's concept be examined for clarification of what constitutes assigned time. Some things that are not funded through other means are relegated to assigned time as an available instrument to fill in gaps. Kay B. recommended that there be transparency about who has assigned time and how it's being utilized, and that a report of the results be required at the end of the assigned time period.

Ross suggested that the committee list their recommendations regarding the clarification of definition, limits, and procedures and submit these to the administration. Above all, the concern is to ensure transparency in the matters of assigned time.

D. **ACCFSC/CCCFSC** (Paul Briggs)

1. Paul B. reported that at ACCFSC all UH campuses had approved the common course numbering process proposal except for UH Hilo, who wanted the process to originate from the departmental level. There is a new committee charge for the Faculty Distributed Learning Advisory Committee (FDLAC)

which will consist of 10 faculty members actively involved in DL, a member from ITS, and a member with ADA experience. Paul clarified his participation in DLAC, with Letty Colmenares on FDLAC, and Brian Richardson on both committees. The ACCFSC meeting guest was John Morton who spoke on the role of the VP for Community Colleges.

2. In his report on the CCCFSC meeting, Paul B. reported John Morton's interest in employing the Kai'ie'ie program at all the UHCC campuses, as it is currently used at Kapiolani CC and UH-Manoa, to replace system transcript evaluation. For a fast track enrollment in which students enter a special program and are accepted into both institutions, there are benefits of registration during continuing student registration and of credits being already evaluated in advance in the cohort. In a choice between retaining a system evaluator or ramping up Kai'ie'ie, John Morton prefers the latter.

With regard to the Accreditation Self-Study, the UHCCs are doing well. Paul B. noted that the UHCC evaluators are reputedly more experienced when they receive assignments to come out to Hawaii.

The emphasis for the 2013-15 budget is on performance-based budgeting. The matriculation fee proposal remains unresolved as there is an issue with automatic posting. Notation on Credentials is progressing and may be implemented within a year. A full-time employee is being scouted for Curriculum Central. The Credit Hour Policy is being clarified, as based on what students earn and not on faculty workload.

4. Old Business

A. Potluck and Welcome of New Senators

B. Resolution for Paliku Arts festival

Carla R. read aloud the Resolution of Recognition and Appreciation of the Coordinators of the Paliku Arts Festival 2012.

The motion to accept the Resolution as worded was approved unanimously.

The Resolution was signed by the Faculty Chairs and it was decided that its presentation would be made at Fall Convocation.

C. 2011-2012 Faculty Senate Summary (Ross Langston)

Ross L. announced that the GSIEC Report and the Faculty Senate Summary for 2011-2012 will be emailed to Faculty Senators.

D. LLC Time Capsule

The matter of Faculty Senate's contribution to the LLC Time Capsule was tabled for continued discussion in the Faculty Senate meeting at the beginning of next term.

5. The meeting was adjourned at 2:30 pm.