

**Faculty Senate Meeting  
Tuesday October 16, 2012  
1:00-2:00 PM Palanakila 117**

Senators Present:

Paul Briggs (Off-Campus Chair), Liko Hoe (Presiding Chair), Ryan Koo (Humanities), Floyd Mccoy (Natural Sciences), Leslie Opulauoho (Recording Chair), Frank Palacat (Social Sciences), Carla Rogers (Student Affairs), Mary Segura (Language Arts), Jody-Lynn Storm (Math/Business), Jane Uyetake (OCCE), Ex-Officio (non-voting): Kathleen French (CCAAC Chair)

Senators Absent:

Mike Tom (Academic Support)

Guests Present:

Michael Graves, Accreditation Team Member  
(Instructor Computer Science and Business, College of the Siskiyous)

**1. Call to Order: 1:04pm**

**2. Approval of October 2nd minutes**

Motion to accept October 2, 2012 minutes as submitted (Carla / Paul)

Motion passes viva voce

**3. Reports**

**A. CCAAC - (Kathleen French)**

Course Modification for the ICS 100 course description reviewed and approved.

Certification of Competence Modification: ICS 208 is now required for the certificate, reviewed and approved.

Motion to approve CCAAC recommendations (Paul/Mary)

Motion passes viva voce

Discussion Board –

AERO 150 Introduction to Rocketry – approved per department – sent to CCAAC

SOCS 225 (previously PSY 225) – Statistical Analysis for Social Sciences

PACS 108 – Pacific World: An Introduction to Pacific Islands Studies

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

CCCFSC – October 12, 2012 (Friday)

Vice President for Community Colleges John Morton shared in anticipation of the Accreditation visit to all the Community College campuses, that there is a governance difference between Hawaii and California.

- UHCC Faculty Evaluation – multi-dimensional and process based
- SLO defined, should be utilized in faculty evaluation – meeting and assessing the SLO should be multi-dimensional, performance based on learning outcomes. Harry Davis – Kap CC confirmed and assured that the SLO's would not be utilized as a part of the faculty evaluation for contract renewal, tenure and promotion. Faculty Senate request of Chair Briggs – please request clarification of how the SLOs and Assessment will be utilized.
- If SLO and Assessment are to be tied to faculty evaluation as well as what comes out of the evaluation (per Mike Graves, stated as a quote from J. Morton).
- Verbalize the difference between the “outcomes” and the “process” of having SLO's and assessment procedures in place.
- Suggestion – that this discussion / request for clarification from the union – is it in the contract, or is it a policy? Get clarification first, before we take it to the faculty. Confirm via Chancellor Dykstra and VP Morton. Perhaps invite the UHPA union representative to the WCC Faculty Senate meeting.
- Kauai CC passed a resolution – considering the “no show” policy (Maui CC and Hawaii CC already have a policy in place)
- Details: first day of class, or by the first week of class – faculty member is able to drop the student from the course, if they are not in attendance, or haven't communicated with the professor. WCC – does not have this policy; would we want such a policy?
- Issue of “purging” – whose responsibility is it to drop a class? Financial Aid arrangements – who is responsible – student or campus? How will this impact reporting the “last day of attendance” or 100% or 50% refunds, etc.
- Difference and similarities from campus to campus – **Faculty Senate representatives** – share with departments and illicit feedback, thoughts and concerns.

- Common Course Numbering – resolution – different schools utilize different titles and numbers per course. Submit the course numbering all at once and then “fast-track” to create course numbering that is streamlined. Correlation to numbering system across the system – changing the alpha or the course number. Who decides what the course numbering system – consistency in the process in the – **Faculty Senate representatives** – share with departments
- Curriculum Central was designed to allow for some transparency amongst the system – however there are still some challenges amongst the system schools. Encourage transparency for the Discussion Board and Curriculum Central to be able to see similarities and differences.

ACCFSC – October 18, 2012 (Friday) – does the ACCFSC meet regularly with the BOR, or a subcommittee of the BOR? Has the BOR approached the Faculty Senates for any feedback regarding censure of President Greenwood? Having an appointee to serve on the Regents Candidate Advisory Committee (RCAC) to select BOR candidates is not a regular meeting. There should be regular meetings between the ACCFSC and the BOR, otherwise is there a venue to offer feedback or request input from the Faculty Senate members? The BOR will be meeting on Thursday, October 17, 2012.

Motion to recommend a line of communication is identified and established between the BOR and the ACCFSC. (Floyd/Paul)  
Motion passes viva voce

#### 4. Old Business

##### A. Faculty Senate Representative to the PRU (Plan Review Use)

This committee has been convened to review and discuss the updating to the Windward Community College – Master Plan.

Motion to recognize Floyd McCoy as the Faculty Senate representative on the PRU - Plan Review and Use Committee. (Paul/Mary). Floyd, will replace Ross Langston.  
Motion passes viva voce

##### B. Sub-Committee on Assigned Time

The sub-committee (Floyd McCoy, Leslie Opulauoho and Ryan Koo) will review the applications for Assigned Time per the guidelines in the existing policy, and they will review the UHPA guidelines and see if the policy needs to be updated and inclusive or referencing the Teaching Equivalency recommendation.

##### C. Accreditation Team Meeting with Faculty Senate- Oct.16 (Michael Graves)

Leadership and Governance – Standard IV – what is your relationship with the Chancellor – how are decisions being made on campus? All recommendations and decisions made through faculty are in the best interest of students.

Faculty Senate Chairs meet weekly with the Chancellor directly following the senate meeting to share insights, seek clarification.

Planning and Budget Council – faculty request would be generated in their departments (program review) and budget requests – filtered to the VCAA for recommendations – then requests move to the Planning and Budget Council. Forms were re-vamped, learning from the previous cycle and then streamlining and adding or taking away pieces. Infra-Structure was improved, transparency of process has greatly improved. Priority lists were established so that when there is money to fund programs, they have already been vetted and prioritized per the campus strategic plan and program needs. Decisions are made based on information already reviewed.

#### 5. New Business

##### A. Commendations – recognize Doreen Niibu

Second draft submitted and approved

Motion to accept the second draft commendation for Doreen Niibu (Floyd/Ryan)

Motion accepted viva voce

#### 6. The meeting was adjourned at 1:56 pm

Next Meeting: Tuesday, November 20, 2012

Minutes submitted by: Leslie Opulauoho  
Recording Chair