

FACULTY SENATE MEETING
Tuesday, February 16, 2016
1:00-2:00 pm Palanakila 117

Senators Present:

FLOYD MCCOY (PRESIDING CHAIR)
DAVE KRUPP (OFF-CAMPUS CHAIR)
JENNY WEBSTER (RECORDING CHAIR)
Laura Sue (Math/Business)
Mariko Kershaw (Academic Support)
Jamie Boyd (OCCE)
Jenny Webster (Language Arts)
Lance Uyeda (CC Chair) Ex-Officio
Christian Palmer (Social Sciences)
Kate Zane (Student Affairs)
Sam Geiling (Natural Sciences)
Sarah Hadmack (Humanities)

Senators Absent: none

Guests Present: Jan Lubin

- I. **The meeting was opened at 1:09 pm**
- II. **Approval of 2.2.16 minutes**
- III. **Reports**

A. Faculty Senate Boards/Committees

1) **Aloha Committee** (Jane Uyetake)
No report

2) **Curriculum Committee** (Lance Uyeda)

a. MUS 177, Introduction to Hawaiian Music (Modification to add DA)
<https://windward.hawaii.edu/discussions/2016/Curriculum-mus177>
<https://windward.hawaii.edu/curriculum/Details.php?Alpha=MUS&Number=177>

b. ENG 100, Composition I (returned for prerequisite modification)
<https://windward.hawaii.edu/discussions/2015/Curriculum-ENG100/>
<https://windward.hawaii.edu/curriculum/Details.php?Alpha=ENG&Number=100>

- The original prerequisites, Grade of "C" or better in ENG 22 or placement into ENG 100 or approval of designated Language Arts representative, were revised in a consultation between the VCAA, the proposer, and the dept. chair. This revision is meant to clarify student advising and BANNER programming
- The new prerequisites are: Grade of "C" or better in ENG 22, or placement into ENG 100, or grade of "C" or better in ENG 23 and corequisite enrollment in ENG 100X, or approval of designated Language Arts representative.

c. Special Topics Courses Proposal

Justification: To distinguish special topics courses from experimental courses and to create a process for creating special topics courses that are not intended for the catalog. https://windward.hawaii.edu/discussions/2016/Curriculum-special_topics_courses/ https://windward.hawaii.edu/discussions/2016/Curriculum-special_topics_courses/Curriculum_SpecialTopicsCourses.pdf

d. An SLO training facilitated by the curriculum and staff development committees will be held on Tues., 3/8, in AKOA 107-109 from 1-2:30 PM. This is for both creating and assessing SLOs. The verbiage for linking SLOs to program outcomes will also be discussed.

Sam moved to approve; Seconded by Laura. All in favor via voce.

3) Foundations Board (Jean Okumura)
No report

4) Writing Advisory Board (Susan St. John)
No report

5) Sustainability Curriculum Committee (Christian)
While there is no report, Christian is encouraging all instructors to apply to make their courses S-designated.

B. Campus Boards/Committees

1) Accreditation and Strategic Planning (Jenny)

The chairs brought up the following issue with Doug:
There was a discussion concerning pg. 12. "Exploring a tuition threshold where any credits beyond 12 are free" This is happening at Manoa and the other four-year institutions. It used to happen here, but we changed it. Is this fair? How should we write it? Is this going to hurt us financially? Where can we get the money?

Doug says there is no way to get the money. Doug argued that in the past, on average, theoretically, 15% of students in any class typically did not pay tuition under this model. Because of this, he said, it's hard to estimate which classes will be able to pay for themselves and it leads to planning problems. Doug pointed out that a full history course will likely pay for itself, but a developmental education English class is likely not to do so. Thus, it might make us more conservative about adding classes that any student may need during a particular semester.

Is it in our students' best interest to offer more classes? Is it going to hurt our success standards? Doug says, "It depends who you ask."

One suggestion from Arts and Humanities is that if a student takes a full-time load (12 credits) two semesters in a row and successfully passes all of their courses, then that student may be rewarded with three free credits in the following semesters (limit of two semesters) as long as they continue on as full-time students. This would depend on us creating some kind of tracking service.

There was a question regarding the purpose of this particular policy.

It was noted that while such a policy may benefit our students, the four-year university credit hours are a great deal more than what WCC's credit hour cost. Thus, the incentive for students to take more than a full load is not as great as it might be for students at the four-year universities. It was also noted that this policy was proposed on the basis that by cutting the cost of school, more students would be able to take more courses and finish school faster. Also, it was noted that many of our students might need the financial help. Still, some argued that many students who are not prepared for 15 credits might take them to save money, and they may struggle in all of their classes as a result.

Another suggestion we can add to the document is that in order to motivate students to succeed, we should not set them up for failure. From counseling, it was noted that many of our students would be encouraged to take more than they can handle and thus, not succeed at all. It was suggested that we create a new scholarship for students who wish to fast track their education.

Christian motioned for Faculty Senate to provide feedback on the Strategic Plan that provide multiple options as the feedback comes in from the different departments; Sam seconded. All in favor via voce.

2) Aesthetics (Floyd)
No report

3) MapSAC (Floyd)
No report

4) PBC (Floyd)
Floyd did not report on the PBC

5) PRC (Master Plan) (Floyd)
No report

6) Sustainability Task Force (Christian and Dave)
Dave and Christian reported that this week they will be working on community outreach and cultural connections. The goal is to get a final version of WCC's Sustainability Plan for the Sustainability Summit on March 10-11.

7) Animals on Campus Task Force (Sam)
No report

C. System Committees

1) ACCFSC/CCCFSC

The Community Colleges Council of Faculty Senate Chairs (CCCFSC) met on Friday February 12.

The CCCFSC was asked to nominate a University of Hawai'i Community Colleges (UHCC) faculty member to represent the UHCCs on the University of Hawai'i Conflicts of Interest Committee. Of the five names that were submitted, including two from WCC, Rosie Vierra of UH Maui College was selected.

I asked UHCC Vice President John Morton if he would report on what was being done regarding the possibility of implementing the use of digital media (i.e., paperless) for contract renewal submissions. VP Morton indicated that discussions have been underway between the UH administration and UHPA over how this process may be

implemented. In addition, he said that the system would be applied for the faculty tenure and promotion process on a pilot voluntary basis as early as this fall using a product called Interfolio (<http://www.interfolio.com/services/dossier/>). This product apparently allows individuals to build their portfolios relatively easily over time, which is one of the rationales for moving in this direction and using this product. VP Morton also stated that the new paperless system would increase dossier consistency in terms of type of content submitted through the establishment of pre-set frameworks. It would also eliminate the need for a faculty member to manually document frontend demographics and human resources information (e.g., employment history, classes taught, number of students enrolled, etc.). This type of information can apparently be uploaded automatically into the digital dossier. In addition, the review levels and workflow may be tracked electronically, simplifying the review process. Also, according to VP Morton, the reviewers would be able to print out a hard copy of the dossier. But, given the volume of most dossiers, he doubted reviewers would print out hard copies in their entirety. When asked about security and privacy concerns, VP Morton said that these issues were being discussed – he seemed to suggest that these issues did not present major hurdles for the paperless system to be implemented.

I asked VP Morton about what the University was planning in terms of future tuition increases as a follow-up to UH VP for Academic Affairs Risa Dickson's presentation to the Board of Regents that laid down the framework for deciding future tuition increases. VP Morton began his discussion by summarizing this presentation as well as what had been recently discussed by the BOR Budget and Finance Subcommittee. What may be going forward (not firm yet) is a request for an annual 2% increase in tuition per year for the UHCCs beginning in academic year 2017-18 or 2018-19 until and including the 2019-20 academic year . He stated that this increase would be justified as being needed to catch up on deferred maintenance.

VP John Morton was asked for an update to the status of UH Mānoa's proposed General Education Quantitative Reasoning (QR) requirement, which had recently been passed by the UHM Faculty Senate. What he shared with the CCCFSC was that each of the UHCC Faculty Senates and administration would have to adopt the new QR hallmark and modify their Gen Ed requirements appropriately. Those that do so will then still be in sync with the hallmarks approach to Gen Ed. In doing so, the articulation agreement that grants campuses the ability to create courses satisfying the hallmarks, including the new QR hallmark, would be able to be extended. There is discussion that UH Hilo may join the hallmark agreement which would make it easier for HawCC to do so. VP Morton believes that the effective implementation date for students is Fall 2018. That date was selected to allow UHCCs to make the policy changes and any curricular changes triggered by the new requirement. There is also a likely impact on PHIL 110 enrollment, which may impact faculty scheduling. Some campuses, in anticipation of the change, may be reducing the PHIL 110 sections and increasing the MATH 100/MATH 115 sections since those Math classes would likely satisfy both the existing FS requirement and the new QR requirement.

Though not on our agenda, I asked VP Morton to comment on the UH Mānoa Faculty Senate resolution opposing the UH reorganization placing most of the research compliance functions and some of the maintenance and planning functions under UH system authority as opposed to remaining within the UHM organizational framework. VP Morton indicated that this reorganization proposal is moving forward because it made sense and would likely reduce costs. In regards to the reorganization related to maintenance and planning, he indicated that, at least for UHM, the existing organizational framework had not been working well for UHM.

IV. Old Business

A. Possibility of paperless contract renewals – Jenny

Doug informed the chairs that anything that concerns contract renewals and lecturer self-evaluations fall under UHPA. Currently, the system is working on this and they're working with UHPA on this.

B. Exclusion Clause and Ballot Options for DPC Guidelines -

As stated in the 1.16.16 notes:

The following topics must be put up on the discussion board.

1. exclusion clause for DPCs
2. ballot options for DPCs

After the discussion boards come down, Ardis is willing to return to Faculty Senate to help finish the draft of the new guidelines, put up another forum and then carry on from there.

Jenny will follow up with Ardis to make sure these get on the discussion board.

C. Adding textbook cost in Banner

Academic Support is very interested in including the textbook cost in Banner. It was noted that this could be complicated since instructors offer a variety of ways students can get access to the textbook. This is specifically geared towards those classes who have free online educational resources (OER)

Senators are asked to bring this up to their departments and bring feedback to the next meeting.

University of Hawaii											Textbooks/Course Materials	
Leeward Community College • Fall 2015 Class Availability												
(UH Transfer Information)												
Back to list of subjects Click on the CRN for additional class information.												
Sociology (SOC)												
Gen. Ed./ Focus	CRN	Course	Section	Title	Credits	Instructor	Curr. Enrolled	Seats avail.	Days	Time	Room	Dates
DS	55563	SOC 100	0	Survey of Soc	3	E Brekke	17	5	MW	1245-0200p	LCCW	08/24-12/18
Textbook Cost: \$0												
Prerequisite: ENG 22 INTRO TO COMPOSITION (with a grade of C or better or equivalent) or ENG 24.												
DS	55287	SOC 100	0	Survey of Soc	3	C Adler	35	0	MWF	1000-1050a	GT 219	08/24-12/18
Prerequisite: ENG 22 INTRO TO COMPOSITION (with a grade of C or better or equivalent) or ENG 24.												
DS	55315	SOC 100	0	Survey of Soc	3	C Adler	36	0	MWF	1100-1150a	GT 219	08/24-12/18
Prerequisite: ENG 22 INTRO TO COMPOSITION (with a grade of C or better or equivalent) or ENG 24.												
DS	55564	SOC 100	0	Survey of Soc	3	E Brekke	35	0	TR	1200-0115p	DA 202	08/24-12/18
Textbook Cost: \$0												
Prerequisite: ENG 22 INTRO TO COMPOSITION (with a grade of C or better or equivalent) or ENG 24.												

[Example showing from LCC showing "Textbook Cost: \$0"]

D. Security Issues:

There was a discussion regarding the recent escapee from the state hospital and senators expressed concern over why we didn't receive any information. There was further discussion on the multiple escapees and state hospital patients on campus. The

question was raised as to how we can improve communication between the state hospital and our campus.

Floyd moved to bring this issue up in the departments to find out if it is indeed an issue that should be discussed in Faculty Senate; Sarah seconded. All in favor via voce

V. New Business

A. HB 1625 (Floyd) http://www.capitol.hawaii.gov/session2016/bills/HB1625_.htm

Floyd reported that the research community is hugely upset after Senator Choi proposed to make the university report annually on the use of classrooms and laboratories in an effort to analyze how effectively we are using our current space. Thus, if the university wants to build new facilities, data will be available to provide rationale. Still, it was noted that the annual reporting feels like micromanagement from the legislation and the report is likely to be laborious.

It was reported that Morton is interested in this bill because it could provide support to move from a 4-day/week schedule to a 5-day/week schedule, which could make better use of facilities and space. Friday, on our campus, has generally been saved for committee meetings and preparation days for instructors. If this HB passes through the meeting held on 2.16.16, it's likely that we should encourage faculty and staff to provide testimony against the bill. (Companion Bill in the Senate: [SB2406](#))

B. The Student Success Task Force/ Acceleration Plan.

There was a discussion concerning the speed and manner by which the English and math curriculum are being accelerated. Dave noted that this sentiment has been made at the All Campus Counsel. Dave also shared Morton's response to this concern. In an email to David Krupp on February 16, 2016, John Morton stated the following:

We had agreed to use the \$400,000 this year and next to support the developmental education redesign implementation. To be eligible for support, the campus would have to be implementing changes that are consistent with the agreed upon policy, that is, that students one level down would have the opportunity to complete their college level course in one semester and students two levels down would have be able to complete their college level course in one year.

While we have preferences for the co-req model that most are adopting, any approach that achieves the policy goal (such as sequential within one semester courses) would be considered compliant. We don't care whether the courses are taught by a lecture/discussion, emporium, lab, or any other hybrid manner.

Eligibility is not by campus but by program within campus. So if a campus is implementing changes that are compliant in English but not math, the campus would be eligible for support of the English program but not the math program.

C. Email abuse

There was a discussion as to whether it's possible to speak to our constituents about actively cutting down on campus emails.

VI. Announcements

A. Remember to solicit feedback from constituents on WCC's Strategic Plan. Forward feedback as soon as possible to Jenny.

VII. The meeting was adjourned at 2:26 pm

Next Meeting: Tuesday, March 1

Faculty Senate Meeting Schedule:

SPRING 2016:

March 1
March 15
April 5
April 19
May 3

Minutes submitted by: Jenny Webster
Recording Chair