

FACULTY SENATE MEETING
Tuesday, April 19, 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)
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: Mariko Kershaw (Academic Support)

Guests Present: Jan Lubin, Kalawaia Moore, Kalani Mainecke, Sarah Sur is attending as proxy for Mariko Kershaw

- I. **The meeting was opened at 1:00 pm**
- II. **Approval of 4.5.16 minutes**
- III. **Reports**

A. Faculty Senate Boards/Committees

- 1) **Aloha Committee** (Jane Uyetake)
- 2) **Curriculum Committee** (Lance Uyeda)
HAW 297, Pā Kāhea ka Leo Makua: Hawaiian Language Summer Bridge (New Course)
<https://windward.hawaii.edu/discussions/2016/Curriculum-HAW297/>
<https://windward.hawaii.edu/curriculum/Details.php?Alpha=HAW&Number=297>

CM 142, Introduction to Video Game Design (New Course)
<https://windward.hawaii.edu/discussions/2016/Curriculum-CM142/>
<https://windward.hawaii.edu/curriculum/Details.php?Alpha=CM&Number=142>

The committee recommends that administrators follow up on copyright questions.

Course/Program currency discussion

To prepare for accreditation self study, course SLOs must be checked for currency. The following courses were identified as not having been assessed since fall 2014:

- HWST 115: Mo'oku'auhau: Hawaiian Genealogies

- ENG 270 Introduction to Literature: Literary History
- JPNS 121 Elementary Level Immersion Speaking Japanese for Everyone
- POLS 130 Introduction to American Government
- WS 151 Introduction to Women's Studies
- IS 205, Advanced Career Seminar

Responses have been received from faculty responsible for HWST 115, ENG 270, IS 205, JPNS 121, and WS 151. Lance and Christian or Frank will follow up with Roy about POLS 130.

Sarah moved to approve; Sam seconded. All approved via voce.

3) Foundations Board (Jean Okumura)

No report

4) Writing Advisory Board (Susan St. John)

The WAB has made some minor revisions to the WI Hallmarks. These revisions clarified the hallmarks by specifying word and page count, and that individual conferences were mandatory. Ambiguous directions were also removed.

The document is attached below; the changes are either highlighted or crossed out.

Sarah moved to approve; Sam seconded. All approved via voce.

5) Sustainability Curriculum Committee (Christian)

Christian reported that the Sustainability Curriculum Committee Charter is on the discussion board. This Charter will formalize the committee as an ad-hoc committee under the Faculty Senate. However, to do establish it as a standing committee, we need to amend the Faculty Senate constitution to include the Sustainability Curriculum Committee. This will happen in the fall.

Sarah moved to approve; Kate seconded. All approved via voce.

B. Campus Boards/Committees

1) Accreditation and Strategic Planning

Jan reported that the strategic plan will be discussed on April 29th, 2016 and will be approved that day. Jan pointed out that this is our final opportunity to comment on the plan before it is approved.

2) Aesthetics (Floyd)

Floyd reported that the Aesthetics committee is looking for a new chair. Bonnie Beatson agreed to be a co-chair, but there is still a need for one more person. Senators are asked to take this back to their departments to find a volunteer. Faculty Senate will also need a new rep on the Aesthetics committee. This can be decided next year.

3) Map SAC (Lance)

Master Planning update: Doug decided to postpone process until permanent VCAS is hired.

Rain garden outside Palanakila (approved):

Parking stalls won't change, aisle narrowed by 5 feet (22' aisle), construction will take place over the summer. Money in the budget for re-striping. Construction will shut down 1/2 of parking lot at a time and take 3-4 weeks total.

Transfer/Career Center (recommendation below):

Space needs: Three offices, computer lab space, meeting space.

AKOA spaces eliminated from consideration by proposer—**Ka Piko** is used for peer mentoring; space is used for mentoring and new student orientation. With inclusion of offices, no room will be left for multipurpose use. **Student Activities Center** and **Student Government** offices are well-utilized spaces.

AKOA space under consideration: The bookstore isn't fully utilizing its current space.

Hale Kako'o—rooms will be available in June/July. Those are under consideration.

After a long discussion, the committee agreed to a motion to consider space for the career/transfer center 1) in Alakai and Akoakoa in the short term and 2) Kako'o and Laakea in the long term.

4) PBC (Floyd)

Jan reported that the PBC will be finishing up the last forums. Karen Cho will give a presentation on the flow of positions as they come out of the PBC. There will be a discussion of the strategic plan and budgetary acts.

5) PRC (Master Plan) (Floyd)

No report

6) Sustainability Task Force (Christian)

Christian added that the WCC Sustainability Plan has been up for less than a week. Christian asks that we check out the plan, the link is working, and we can save a final decision for the final meeting on May 5, 2016.

7) Animals on Campus Task Force (Sam)

No report

8) Safety Task Force (Kate)

No Report

9) Mission Vision Values Subcommittee

Jamie reported that the subcommittee made some recommendations to edit the current mission statement along with a few revisions. The majority of the feedback from the open forum and the discussion board is to keep the current mission statement and Jamie asks us to discuss this with our departments.

Sarah reported that the Humanities department is in favor of the current mission statement.

C. System Committees

The All Campus Council of Faculty Senate Chairs (ACCFSC) met on April 15, 2016. This meeting combined an end-of-the-year retreat with a regular meeting. Incoming faculty senate

chairs as well as outgoing and continuing faculty senate chairs participated in this retreat/meeting in which the following topics were discussed.

- Representative Isaac Choy gave a presentation on his thoughts about the University and answered questions from those in attendance. It is clear from his presentation and answers to questions that he is unhappy with the way the University, especially how UH Mānoa's research units are managed and funded. He seemed to suggest that most of his proposed bills (e.g., HB 1625 and HB 1700) affecting the University and its budget requests were meant to send a signal to the Board of Regents (BOR) and UH administration that they needed to get their acts together. It was clear that he felt that the research units needed to cover more of their costs through extramural sources. It was also clear that he felt that the growing deferred maintenance problem was primarily a result of improper management, especially at UHM where the problem has become critical.
- UH System Vice President for Planning and Policy Risa Dickson gave a presentation regarding the BOR-approved proposed tuition increase being requested for the academic years of 2017-18, 2018-19, 2019-20 (please see PowerPoint file distributed to WCC Faculty Senate members). She explained that the rationale for the request was based upon the following elements:
 - Keeping tuition rates in line with comparable institutions nationally;
 - Minimizing student debt;
 - In spite of state funds representing a decreased relative contribution (relative to tuition) to the cost of education, Hawai'i's schools receive "generous" support when compared to other public institutions;
 - It is assumed collective bargaining increases will not need to be covered by tuition increases;
 - The percent increase does not need to be the same across all units of the University;
 - The most critical fiscal issue facing the University is the \$500 million backlog in deferred maintenance. Thus the tuition increase is anticipated to generate funds to obtain revenue bonds that will allow the University to address \$100 million in deferred maintenance over the next three years.

In regards to the UH Community Colleges, the proposed tuition increase schedule will involve the following percent increases in tuition (Hawai'i resident): 2017-18 = 0%; 2018-19 = 2%; 2019-20 = 2%. Non-resident tuition will increase by the same dollar amount (not percent) as resident tuition. There will be no increases in UHCC apprentice fees.

Note, some ACCFSC members (primarily those from UHM) expressed concern that the request should have taken into consideration other pressing fiscal needs facing the University. There was also the feeling that there needed to be more involvement by faculty earlier on in the process of putting together the proposal.

Public meetings are currently underway to seek public comment on the proposed tuition increase plan. These are expected to conclude in May. Based upon public comment there may be revisions to the plan, which is anticipated to be presented for approval by the BOR at its June 2016 meeting. Public comment may be made to tuition@hawaii.edu. More information, including the public meeting schedule, may be obtained at www.hawaii.edu/offices/aa/tuition.html.

- UH Government Relations Office Director Stephanie Kim gave a presentation (please see PowerPoint file distributed to WCC Faculty Senate members) updating the current Legislative session initiatives relevant to the University. Of the five bills that were part of the UH administrative package, only two were still alive as of Friday April 15: (1) Financial Management (SB 2971); and (2) the Revenue Bond Authorization proviso (HB

1700 SD1 – Budget Bill). She also explained the status of the supplemental budget request (HB 1700 SD1). The House version of the budget deviates significantly from that of the Senate (I have provided copies of the different budget versions for the supplemental budgets (operating and CIP) separately to members of the WCC Faculty Senate. The bill has been sent to conference committee to work out the differences. Finally, other still-active bills relevant to the University were discussed (see PowerPoint provided). A comment made by one of the ACCFSC members was that faculty input should be solicited in terms of the University's position on legislative bills.

- In my UH System Sustainability Curriculum Council report to the ACCFSC, I reported that the Council is setting a goal to double the number of sustainability courses at UH by 2020. There was also a discussion about to work together on our respective sustainability curriculum endeavors (e.g., S-related courses) and be more consistent across the campuses. The idea of a system wide sustainability certificate was discussed. A question was asked about what role the ACCFSC should have in integrating and coordinating sustainability curriculum across the system.
- The ACCFSC has begun a review and possible revision of its Constitution and Bylaws. Will be continued in 2016-17.
- The ACCFSC adopted a resolution to be presented at the upcoming BOR meeting requesting that the two co-chairs of the ACCFSC be added as non-voting members of the BOR that may be consulted for faculty input on relevant issues.
- Stemming from Representative Choy's and Stephanie Kim's presentations, there was discussion and disagreement about the provisions of failed HB 1625 which asked the BOR to consider requiring research (R) faculty members to match a significant portion of their salaries with extramural (grant) funds. This issue and the role of a research university in Hawai'i will be discussed further during the August retreat. An important question being asked is how much public funds should be used to support research at the University.
- The UHM Faculty Senate has adopted a resolution asking that UHM be separated from the rest of the UH system. The ACCFSC began a discussion about the pros and cons of such a separation and what it would mean for the University. This discussion will continue during the August ACCFSC retreat.

IV. Old Business

A. More Feedback from Departments on OER issues

There is general consensus that departments should be allowed to choose how they would like to implement OER and the process for informing students of textbook prices during registration.

Laura reported that Sarah Gray is going to LCC's Pacific Region Learning Summit this summer to discuss how they're implementing the OERs into their classes. Librarians are willing to support faculty who are interested in implementing OER in their classrooms.

B. New course evaluation survey Issues

Laura reported that the Math and Business Departments are concerned about the new faculty eval survey that is to be implemented next year. Dave responded that no questions have been drafted and no final version has been drafted. It is likely that this

issue will be dealt with in the fall and it's likely that faculty will be solicited for questions, comments and review. Laura will be seeking out where

C. Security Issues Feedback from Departments

Any more feedback from departments?

D. Pathways and GPS Issues

Ellen and Malia are unable to join FS due to conflicting schedules. The campus GPS team members are visiting each department. Also, they invite you to attend one of two workshops on March 18, one from 10:00-11:30 a.m. and the second from 1:00-2:30 p.m. in Manaleo 126. Erika Lacro and Gary Rodwell are implementing the GPS system and would have more info on the technical issues. It looks like the "nudge" issue is off the table and the button to choose alternative classes is at the bottom. Bryce reported that the Humanities department wanted to add that maybe it isn't our students' issues with finding the right classes that is keeping them from graduating. This change moves away from discovery and serendipity, which are important values on campus.

E. Conduct Code Issues

Any more feedback from departments?

Natural Sciences thinks that we should examine the conduct code.

F. Proposed Changes to DPC Guidelines

Jenny will find out if the guidelines went through.

V. New Business

- A.** Co-Requisite Model for Developmental Ed. There was a final discussion concerning whether or not the swift move of the Student Success Council to implement the co-requisite models in English and math was truly a faculty-driven movement and if the campus governance is happening appropriately. There discussion about whether the implementation of this new "success model" has been forced onto the faculty from admin. It was noted that while faculty on campus hasn't felt as if they had much say in the transition, this is an important governance issue.

VI. Announcements

The final meeting is a potluck. Please bring food and your replacement.

VII. The meeting was adjourned at 2:30 pm

Next Meeting: Tuesday, May 3, 2016

Faculty Senate Meeting Schedule:

SPRING 2016:

May 3

Minutes submitted by: Jenny Webster
Recording Chair

Attachment:

HALLMARKS OF WRITING INTENSIVE COURSES UNIVERSITY OF HAWAII SYSTEM

1.

The course uses writing to promote the learning of course materials.

Instructors assign formal and informal writing, both in class and out, to increase students' understanding of course material as well as to improve writing skills.

2.

The course provides interaction between teacher and students while students do assigned writing. Individual conferences are mandatory for WI courses at WCC.

In effect, the instructor acts as an expert and the student as an apprentice in a community of writers. Types of interaction will vary. For example, a professor who requires the completion of one long essay may review sections of the essay, write comments on drafts, and be available for conferences. The professor who requires several short papers may demonstrate techniques for drafting and revising in the classroom, give guidance during the composition of the papers, and consult with students after they complete their papers.

3.

Writing contributes significantly to each student's course grade. Writing assignments must make up at least 40% of each student's course grade. ~~If not, the course syllabus must state that students must satisfactorily complete all writing assignments to pass the course with a "D" or better.~~

4.

The course requires students to do a substantial amount of writing--a minimum of 4000 words, or about 16 pages. This may include informal writing. Depending on the course content, students may write analytical essays, critical reviews, journals, lab reports, research reports, or reaction papers, etc. In-class exams and drafts are not counted toward the 4000-word minimum. **On your syllabus, please list the minimum page or word count for each assignment.**

To allow for meaningful professor-student interaction on each student's writing, the class is restricted to 20 students. Professors who team teach or who are assisted by a teaching assistant may request that the enrollment be higher as long as a 20-to-1 student to faculty ratio is maintained.