I. The meeting was opened at 1:00 pm

II. Approval of 11.3.15 minutes.

III. Reports

A. Faculty Senate Boards/Committees

1) Aloha Committee - no report

2) Curriculum Committee (Lance Uyeda)

Curriculum Committee reported the following course addition and notes on their discussion regarding the approval procedure.

JOUR 270, Introduction to Multimedia Storytelling (new course)
https://windward.hawaii.edu/discussions/2015/Curriculum-JOUR270/

There was a review of the approval procedure for courses proposing to fulfill distribution requirements outside of their given disciplinary/departmental area.

Discussion: The committee reviewed the current approval procedure and agreed that the procedure is satisfactory. Current procedure is that course proposers seeking distribution fulfillment outside of their academic department should consult with the other department before the course is approved. If they have not done this, the curriculum committee instructs them to discuss it before it is approved; the course will not move forward without appropriate departmental approval. Dates and results of consultations are documented in the online curriculum form box 1b.
Kate moved to accept the course addition and notes; Christian seconded. All approved via voce.

3) Foundations Board - no report

4) Writing Advisory Board (Susan St. John)

The WAC Board approved Vanessa Cole’s application for WI designation on her course, MGT 120: Principles of Management.

The Board also reviewed the syllabi of the 23 WI courses offered this fall, and suggested revisions to the instructors whose syllabi were not compliant with the WI requirements.

B. Campus Boards/Committees

1) Accreditation and Strategic Planning
There are three policies that need to be discussed and voted on at the next meeting. Jan announced that Morton is in support of looking into alternate accrediting agencies.

2) Aesthetics - no report

3) MapSAC - no report

4) PBC - no report

5) PRC (Master Plan) - no report

6) Sustainability Curriculum Committee - Christian
Christian reported that the Sustainability Task Force did meet and is moving forward with the plan and Ke Kumu Pali is going to look over the plan and make sure the plan includes the entire campus’ perspective.

Volunteers for the Sustainability Curriculum Committee are as follows:
Language Arts - Susan St. John
Math/Business - Laura Sue
Academic Support - no word yet on whether a member will participate
OCCE - Alex Mayo Otis
Social Sciences - Christian Palmer & Lisamarie Bensman
Student Affairs - no volunteer yet
Natural Sciences - Sam Geiling
Humanities - Ka’ala Carmack & Ryan Koo

C. System Committees

1) ACCFSC/CCCFSC

The ACCFSC & CCCFSC have not met and Dave has no report.

IV. Old Business

A. Grievance Committee.
Paul Briggs volunteered and will join Robert Barclay on the Grievance Committee.

V. New Business

A. Patti Chong requests that senators get feedback from their departments on whether WCC wants to keep its current policy for repeated transfer courses. Right now WCC allows students to leave the credit earned in a student's GPA; however, at WCC, if a student retakes a class that he or she has taken here, we recalculate the WCC GPA to reflect only the higher grade. On student transcripts, the lower grade(s) not included in GPA is designated with “E” and the higher grade that is included in the GPA is designated with an “I”.

However, if a student takes a class at WCC and then takes the same class at a different CC and gets a better grade, currently, WCC will allow the student to receive the credit but the higher grade won’t affect the student’s GPA. Currently, only Hawai’i CC allows students to allow students to transfer in credits and grades.

There was a discussion concerning how it might be possible to give some students an opportunity to transfer grades in from another CC. It was noted that most CCs are following the same system. Hawai’i CC is the only campus that refuses to follow the model of the other campuses. Thus, it was noted that WCC doesn’t have to do anything and that if all the other CCs don’t choose to fall in line with Hawai’i CCs policy, nothing will be done. The majority of senators suggested that we not change our policy. Floyd suggested that Dave take the repeated transfer course stuff to CCCFSC rather than to ACCFSC.

B. Security Issues on Campus (Kevin)

Kevin came to the meeting to answer questions or comments from faculty senate. He reported that the campus is looking at ways to secure areas that are normally not routinely patrolled. One guard is on duty from 11PM-7AM; one guard position is currently filled, and another three need to be filled. The primary concern is that during student hours, two officers are needed to respond to situations. The campus is looking into lighting options, especially in areas that are underlit and house expensive equipment. The PBC also approved to purchase and set up cameras across campus to improve security. Containers have been brought in and retrofitted to be used for safer storage. There is the possibility that golf carts may be made available for instructors teaching in the garden behind Hale A'o.

Kevin also reported that state hospital has contacted WCC about working together to catch the feral chickens on campus. The task force is dealing with animals on campus (chickens, cats and other feral animals.) The task force is working to draft a campus policy regarding all animals on campus.

C. The “N” Grade, Again (Jodi)

The Student Success Task Force Sub-Committee for Grading Options made a formal recommendation to Morton to drop the “N” grade across the system for all but dev ed courses. Right now, HCC and WCC are the only campuses that keep the "N" grade as an option for all courses.

*The following passage is from the Feb. 17, 2015 FS Meeting Minutes regarding the Senate’s previous poll of the departments for feedback on the issue of the “N” grade and the Academic Renewal Policy:

“While Academic Support sustained from making recommendations, all other departments voted unanimously for keeping the "N" grade [across the board]."
There was a discussion concerning whether or not the system can force us to change our policy on the “N” grade. Since we have already polled the departments twice in the last year regarding this policy, the senators agree that there is no need to re-poll the campus and we will continue to keep our own policy regarding the “N” grade.

D. Do senators wish to respond to the "Proposed Exec. Policy on Programs with Low No. of Degrees Conferred" - tabled

E. Discuss option for implementing paperless contract renewals on campus. Should we seek feedback from the departments - tabled

VI. Announcements - none

VII. The meeting was adjourned at 2:13 pm

Next Meeting: Tuesday, December 1, 2015.

Faculty Senate Meeting Schedule:

FALL 2015:
December 1

SPRING 2016:
January 19
February 2
February 16
March 1
March 15
April 5
April 19
May 3

Minutes submitted by: Jenny Webster
Recording Chair