FACULTY SENATE MEETING
Tuesday, January 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)
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: Ardis Eschenberg, Amy Rozek & Jan Lubin

I. The meeting was opened at 1:06 pm

II. Approval of 12/1/15 minutes

III. Reports

A. Faculty Senate Boards/Committees

1) Aloha Committee (Jane Uyetake)
   no report

2) Curriculum Committee

New Course: ANSC 153, Companion Animal Nursing and Nutrition
https://windward.hawaii.edu/discussions/2015/Curriculum-ANSC153

Pre-Requisite Changes in Veterinary Assisting and Technology Programs
https://windward.hawaii.edu/discussions/2015/Curriculum-ANSC_Pre-Requisite_Changes/
https://windward.hawaii.edu/discussions/2015/Curriculum-ANSC_Pre-Requisite_Changes/Curriculum_Pre-RequisiteChangesinVeterinaryAssistingandTechnologyPrograms.pdf

These prerequisite changes will provide continuity and allow program adjustment if a course must be offered in a different semester. See the following for current pre-requisites and co-requisites:
https://windward.hawaii.edu/discussions/2015/Curriculum-ANSC_Pre-Requisite_Changes/Pre-Reqs_Attachment.pdf
ENG 100, Composition (Prerequisite change)
https://windward.hawaii.edu/discussions/2015/Curriculum-ENG100/
https://windward.hawaii.edu/curriculum/Details.php?Alpha=ENG&Number=100

New Course: ENG 100X, Directed Support
https://windward.hawaii.edu/discussions/2015/Curriculum-ENG100X/
https://windward.hawaii.edu/curriculum/Details.php?Alpha=ENG&Number=100X

Deactivations:

Deactivation: ENG 22, Introduction to Composition
https://windward.hawaii.edu/discussions/2015/Curriculum-ENG22/

Deactivation: ENG 21, Intermediate Reading
https://windward.hawaii.edu/discussions/2015/Curriculum-ENG21
https://windward.hawaii.edu/curriculum/Details.php?Alpha=ENG&Number=21

Deactivation: ENG 20, Reading and Writing Essentials
https://windward.hawaii.edu/discussions/2015/Curriculum-ENG20

Deactivation: ENG 19, Writing Essentials
https://windward.hawaii.edu/discussions/2015/Curriculum-ENG19

Deactivation: ENG 18, Reading Essentials
https://windward.hawaii.edu/discussions/2015/Curriculum-ENG18
https://windward.hawaii.edu/curriculum/Details.php?Alpha=ENG&Number=18

Deactivation: ENG 8, Reading and Writing Fundamentals
https://windward.hawaii.edu/discussions/2015/Curriculum-ENG8
https://windward.hawaii.edu/curriculum/Details.php?Alpha=ENG&Number=8

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

3) Foundations Board (Jean Okumura)

ICS 141 has been renewed for Foundations Symbolic (FS) designation from Fall 2016 to Summer 2021.

ICS 241 has been approved for Foundations Symbolic (FS) designation from Fall 2016 to Summer 2021.

Foundations Board is currently reviewing the Art 175 & 176 Foundations Designation Proposal (FGA & FGB respectively).

Sam moved to approve; Christian Seconded. All approved via voce.
4) **Writing Advisory Board** (Susan St. John)

The WAB passed Christian Palmer's application for WI-Designation for Anthropology 210.

*Sam moved to approve; Sarah Seconded. All approved via voce.*

**B. Campus Boards/Committees**

1) **Accreditation and Strategic Planning**

Jan is still awaiting feedback from the committee regarding her revisions on the three policies. Jenny will contact the planning committee to approve Jan’s revisions and contact her pronto.

2) **Aesthetics** (Floyd McCoy)

no report

3) **MapSAC** (Floyd McCoy)

no report

4) **PBC** (Floyd McCoy)

No report. However, Dave shared that all faculty and staff should examine the strategic plan for WCC and work with their Faculty Senate reps to bring their concerns to the chancellor.

5) **PRC (Master Plan)** (Floyd McCoy)

no report

6) **Sustainability Curriculum Committee** (Christian Palmer)

Christian reported that the Sustainability Curriculum Committee has 5-6 applications for the S-designation. There is verbage in the course catalog for next year. Everything is on track to have 10 S-designated courses by Fall 2016. Dave envisions that all campuses in the UH system will have similar S designation courses for transfer purposes.

**C. System Committees**

1) **ACCFSC/CCCFSC** (Dave Krupp)

**All Campus Council of Faculty Senate Chairs Meeting January 15, 2016**

The All Campus Council of Faculty Senate Chairs (ACCFSC) met on January 15, 2016. Members of the UH Student Caucus made a presentation in support of faculty using open education resources (OER) in lieu of conventional textbooks in order to lower student education costs. They presented some statistics that suggest the student performance might be enhanced because students often delay purchasing, or avoid purchasing at all, expensive textbooks. ACCFSC members were, in general, supportive of the students request that faculty adopt OER. The members were sympathetic to the students’ complaints about the high cost of education these days. However, some faculty offered concern that OER for some classes may be inferior to conventional textbooks being used. Also addressed was the reduced incentive for OER authors to update and revise content. Finally, some faculty utilize publisher resources (PowerPoints, graphics, websites, etc.) that have become integrated with instruction.
I also presented a brief summary of the previous Community Colleges Council of Faculty Senate Chairs meeting on November 20, 2015 and the UH system Sustainability Curriculum Council meeting on December 16, 2015. Minutes and notes from these meetings accompany this report.

The UH system Vice President for Academic Affairs Risa Dickson joined our meeting and was able to provide UH system perspectives on various topics. There was a vigorous discussion over the faculty perception that the UH BOR members don’t really understand what faculty do and how faculty utilize spends its time. There was some discussion about strategies to keep the BOR better informed about faculty and faculty issues.

Community Colleges Council of Faculty Senate Chairs Meeting January 15, 2016

The Community Colleges Council of Faculty Senate Chairs (CCCFSC) also met on January 15, 2016. Issues discussed are presented separately below.

UH Courses Assessment Program  New system for course evaluation is currently being reviewed by UHPA. Will eventually be presented to the campuses. Expect the changes to be implemented in Fall 2016.

Student Success  Some faculty from HonCC have been expressing concern over changes involving development education curricula in English and math. The complaint centers around a feeling that that changes are being dictated to faculty by administration, violating the principle that faculty are responsible for curriculum. VPCC John Morton disputed the complaint on two tracks: the current approach has been a failure and in dire need of change – when there are significant negative consequences to students admin has a responsibility to step in; and, faculty have been engaged across the UHCC campuses to make the changes.

Perkins Grant Allocations  Some faculty at HonCC have questioned the procedures for Perkins grant award decisions and notifications. VPCC John Morton described the process at the system level. But HonCC requested that each campus provide answers to the following questions:
1. Besides the designated CTE Dean from your campus, who else is involved in determining which CTE proposals from your campus get sent to the system office for funding consideration?
2. What criteria is used to choose which proposals are sent to system office?
3. Once a proposal is chosen for funding, is this announced to the campus? If not announced, why not?
4. How and when are proposals that are not chosen by the campus notified that their proposal will not be forwarded? Also, are they given an explanation as to why their proposal was not forwarded?
5. Is there a summary list of all submitted proposals and details of the proposals that is shared with the campus?
6. How much consideration, if any, is given to the system focus mentioned by UHCC system personnel in their presentation to the campuses?

UH Budget  Does not appear that the legislature is particularly concerned about UHCCs budget – a good thing. In particular $1.2 million for equipment in the executive budget is still intact. Legislature more concerned with financial issues associated with the UH Cancer Center, athletics, and tuition rate – but no consensus about these. Last BOR tuition increase (5%) to happen July 1 – nothing beyond that. But there will likely be a request for future tuition increases. UHCC VP John Morton is not particularly excited about President Obama’s free tuition proposal. But he does feel there is a need for a strategy to eliminate cost as a barrier to college.
**Common Course Numbering** UHCC VP John Morton inquired about whether or not there was much interest in revisiting the Common Course Numbering policy, especially in light of the eventual system-wide implementation of Curriculum Central's replacement system.

**UHCC Accreditation** UHCC VP John Morton still interested switching to another accreditation organization because he does not want UHCC to be a pawn in the politics of the current situation involving ACCJC and the California Community Colleges. Still a lot of uncertainty about who and how.

**UH System Sustainability Curriculum Council Meeting December 15, 2015 Notes**

Summary

The UH system Sustainability Curriculum Council held its inaugural meeting on December 15, 2015. The main theme of the meeting was to get to know each other and begin to share what is going on in terms of sustainability curriculum across campuses – did not really get into campus-by-campus descriptions (campuses are to incorporate sustainability planning into their respective strategic plans).

Briefly discussed a draft of the Council’s mission statement.

The Council initiated discussions regarding what will be presented regarding UH’s Sustainability Curriculum at the 4ᵗʰ Annual Sustainability Summit March 10-12, 201.

Council members were introduced to the 2017 Statewide Sustainability Dashboard Measures Project: Green Workforce & Education. The Aloha+ Challenge is a statewide commitment to achieve six interconnected sustainability targets by 2030 in Clean Energy, Local Food Production, Natural Resource Management, Solid Waste Reduction, Smart Sustainable Communities and Green Workforce & Education. This Dashboard tracks Hawaii’s progress on achieving its sustainability targets. Relevant URLs for these initiatives are presented below:

http://hawaiigreengrowth.org/
https://dashboard.hawaii.gov/aloha-challenge

The Council discussed and began to establish rubrics for scoring President's Green Initiative Awards: Green Project Implementation Award, Green Student Leader Award, and Outstanding Leadership in Sustainability for Faculty/Staff Award.

There is also an Alaska Airlines Environmental Endowed Scholarship [$48,315.78 to the Foundation of which $42,000 shall be used to establish the Fund, $6,000 shall be placed in the accompanying expendable fund, and $315.78 shall be used to cover the administrative service fee.

Council brainstorming topics included the following:
How get faculty buy-in across the system?
Began a conversation about what was working and not, possible initiatives.
Incorporation of UH’s Science Education for New Civic Engagement and Responsibility (SENCER) project.
IV. Old Business

A. Adding textbook costs to Banner

Tabled until the next meeting

B. Possibility of paperless contract renewals

Ardis and Amy are open to the idea of having paperless contract renewals with an opportunity for an approval process online as well. It was noted that linking appendices to the narratives might be complex without a special program or software.

It will be important to discuss training for people so that all applicants are able to create online documents with links or toggles that could allow the reader to see the notes or evidence in the appendices. There are currently no other campuses doing this, but we can be the first. Data security is no issue for contract renewals. It was noted, however, that by going paperless, it could end with one or more of the readers printing out multiple copies of the document, essentially defeating the point of going paperless.

Ardis also suggested that rather than start with full time employees' contract renewals, to start this option with the lecturer evaluations.

The next step for senators is to bring this issue back to their departments and find out what their constituents might like to see.

It looks like John Morton has already added something about this in the midterm report. The senate chairs will bring this up with Doug in their next meeting with him.

C. Animals on Campus (Sam Geiling)

no report

V. New Business

A. DPC Guidelines (Ardis Eschenberg & Amy Rozek)

Due to WCC’s small faculty, it's likely that there may be no rank qualified members to evaluate an applicant for promotion into the higher ranks. The chancellor is currently designating someone from another department to chair DPCs in this situation. The chancellor has offered the option for those faculty member going up for promotion to have the opportunity to exclude up to two people appointed by the chancellor to his or her DPC.

UHPA has been notified about the issues surrounding the DPC chairs. The head of UHPA suggested that if a person going up for promotion might use the chancellor to mediate should there be an issue with one of the DPC chairs.

It was suggested that should there not be enough people available to chair a DPC, a second round of voting could work. Ardis noted that a second vote would be stressful due to time constraints. The senators discussed and agreed to recommend the following option:

We can make the first ballot already identify two alternates for the DPC. The applicant will be able to rank everyone who is qualified from his or her division first, and then rank the top person or people in the alternative division. Then, the list will be available in case it's needed.
Another issue is that there is currently no exclusion clause for DPCs as there is for TPRCs. This clause, however, has been added to the DPC guidelines that are waiting to be ratified.

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.

B. Campus Security -

There is a new light facing the garden. Two people have been arrested. An evening guard has been hired for the perimeter. Jamie is currently satisfied with the level of support from Rick. It was mentioned that rather than inviting Rick, we should ask him for an email of security updates on campus.

VI. Announcements

Sam announced that Vet Tech is spaying and neutering cats on campus. Currently, people are trapping the cats. Please let your constituents know not to freak out. Everything is going to be okay.

VII. The meeting was adjourned at 2:25 pm

Next Meeting: Tuesday, February 2, 2016

Faculty Senate Meeting Schedule:

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

Minutes submitted by: Jenny Webster
Recording Chair