November 5, 2015 Social Sciences Minutes

Attendance: Christian Palmer, Paul Briggs, Toshi Ikagawa, Lisamarie Bensman, Kathleen French, Guests: Jamie Boyd and Charles Sasaki
Excused: Frank Palacat
Not in attendance: Roy Fujimoto

1. Approval of Oct 15, 2015 Minutes (see google doc)

2. Guest: Jamie Boyd came to talk about the Community Health Worker certificate program she is working on. WCC is beginning year two of a 3 year grant that is in the process of implementing a community health worker certificate program. Per the grant, we need the program to start running classes in Fall 2016. Jamie has provided some key documents explaining the program, but if we would like to review other supporting documents, we can request them from Jamie.
   a. Windward is required to offer this training. The questions now are should this be housed in the Social Science department and what does housing the program entail? Housing could include both physical space as well as housing the courses for the certificate. Realistically, the department members agree that Social Sciences is the best fit for this program, which does need to be housed in a department, not in CCE. But the dept needs to work with Charles and Ardis to determine the logistics of housing the program within Social Sciences. Some of the questions are:
      i. Should it be 18 or 24 credits? 18 credits of core plus 6 optional local/campus specific themed credits or 24 required credits (the main issue is that the last 6 credits are the only Hawaii specific ones with each CC offering two different courses). The themes of WCC will probably be linked to land, nutrition, and food programs.
      ii. Will the program continue after the grant? It depends on the interest in the classes and if the college will continue to fund this program.
      iii. Who can teach in the program? Will classroom space be needed? What general resources will be needed? Who will be in charge of program assessment? To be determined.
   b. Next steps: Charles and Ardis will talk with Jamie about the financials. Also need to think about other logistics (space, assessment, and other issues with the life of the program). The department will receive feedback on these discussions by our next meeting on the 19th. Charles will attend the next meeting on Nov 19th to discuss these issues.

3. Furniture update
   a. Furniture Wish List Spreadsheet
      i. add your wishes to the list
      1. Lisamarie will complete a purchase order for everything we want from Amazon.
      ii. decision on tech purchases
      1. We decided on 30 chromebooks and 5 PCs. Lisamarie will coordinate with Mike Tom on beginning the SuperQuote process for the computers and the computer cart.
iii. We decided to purchase four cabinets (one per classroom) but to hold off on purchasing teacher tables.

iv. decision on room 103:
   1. purpose of room: multipurpose or a fourth classroom?
   2. how to furnish?
      a. We will discuss at the next meeting

4. Faculty Senate happenings: Christian
   a. Sustainability Curriculum Committee
      i. Guiding document approved
      ii. Course catalog and registrar
   b. New Policy on Consensual Relationships
   c. Grievance Committee- need members? Paul Briggs
   d. State Hospital land swap?
   e. Proposal to create paperless contract renewal process.
   f. UNCC Faculty Senate Subgroup on Academic Policies
      Proposal to standardize AA, AS, and AAS degree across community colleges within the UH system.

   **Issue #1**: Should General Education requirements be standardized for all AA degrees? For all AS degrees? For all AAS degrees?

   WCC currently has multiple AA degrees, one AAs degree and no AAS degrees at WCC.
   It was noted that right now, Hawai‘i CC follows guidelines that lead to pathways specifically for Hilo.
   Most of the other CCs are in alignment with Manoa pathways. There was a discussion about the science classes, whereas if WCC had to align with the other CCs our six credit requirement might have to change to a seven credit requirement. Right now, our science classes have been arranged to help students meet dual requirements in two, three-credit courses. Thus, alignment might change a student's requirements that might require a them to take another science course or pick up one credit in some other way.

   It was noted likewise that while alignment is a good idea in general, if WCC has to change our requirements to align with other campuses, the senators worry that such an alignment may limit the variety of classes that students can take.

   If the campuses are in agreement that we should standardize for all degrees, the subgroup will work on designing a system policy. It's likely that any policy that is established at the system level will affect our graduation requirements.

   **Issue #2**: How should the grades/credits be calculated in the GPA when a student repeats a course? Credit used only once? Highest grade calculated?
   a. Should all courses be eligible for repeat or only courses in which a “D” or lower was earned?
   b. Should there be a limit on the number of times a student may repeat a course?
   c. The question was posed as to whether we should standardize the GPA and credits across the system in the first place?
   For both issues, the department agrees that the college should keep everything 'as is'.

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Meeting adjourned at 4:20pm