January 21, 2016 Social Sciences Minutes

Attendance: Christian Palmer, Paul Briggs, Toshi Ikagawa, Lisamarie Bensman, Kathleen French, Frank Palacat
Guests: VJ Wowor
Not in attendance: Roy Fujimoto

1. Approval of Dec 3, 2015 Minutes (see google doc)
Motion to approve: Christian, Seconded: Lisamarie. Unanimously approved.

2. Furniture Update:
   a. Ordering Furniture for Naauao 103
      i. Same basic idea as lobby furniture -- but two loveseats (and no chair); different coffee table and end table; same color chairs around table (unlike the lobby); 2 tables and a computer station in the far corner.
   b. Office purchases: deadline is today, January 21, 2016. After today, any remaining funds will go towards the building.
      i. What to do with old furniture? Put them all in one place, with one requisition order?
         Uncertain. Tabled for now.
   c. Lobby tables: anyone want them? Discuss later ….

3. Chromebooks: Guest VJ Wowor
   a. VJ gave us a tutorial on using our new chromebooks.
   b. It’s basically just a google browser.
   c. Log in is UH email account. Guest log-in is also possible.
   d. Shut down buttons, etc on the right, pulled from bottom.
   e. 6-9 hours battery life; the chromebooks charge in the cart, but not all at once.
   f. Make sure to sign-out and never leave the chromebook unattended (tell students, too), otherwise anyone who picks up the chromebook can access everything connected to the email address used to sign in. Don’t just close the Chromebook.
   g. We can print from the chromebooks, but each individual user (not each individual Chromebook) needs to connect to the printer. Each user needs to do this only the first time (but each time the printer is updated, will need to re-connect once). To connect, files.wcc.hawaii.edu/printers. Then click connect to Naauao Chromecart, then add printer. We’ll add a reminder about this to the cart.

4. DPC Guidelines
   a. Any feedback from Convocation? There were two main points of discussion:
      i. Committee members need to be one rank above the person going from tenure/promotion. What happens if there aren’t enough DPC people in that division at the needed rank? At all other UH campuses, the chancellor then appoints someone. Our campus faculty was uncertain about this procedure (disliked not having a vote). Faculty senate has discussed
this issue and they are leaning towards voting, at one time, for both regular DPC members (like we do now) and also for back-up members whom would fill-in should there not be any regular DPC members available at the needed rank. Faculty senate will draft some language about this idea and then we’ll vote on it. In the department, there was some discussion about whether or not we should combine the two divisions and then vote based on rank, depending on what rank you are advancing to.

ii. Also, how many could be excluded?

iii. We are in favor of this idea of being able to exclude someone from the DPC when we are up for tenure/promotion. Unanimous.

5. Other (Reminders, Announcements, Information Sharing)

Thanks to Frank for putting up the whiteboards in Naauao 105!

a. The shocking doorknob: Toshi. Nobody else is having this issue. Might be related to when the key lock thingy was put on that back door? Not sure. Andy is looking into this.

b. Course Assessment: Finish assessments from Fall 2015

c. Naauao 104: Can schedule smaller classes there.

d. Four-day versus five-day class schedules

i. Student senate wants an hour mid-day where no classes can be scheduled. The general feeling is that we don’t want this break. We prefer the four-day schedule (and with our current schedule, class can still be schedule for 50 mins, three days a week, if someone wants). Also, student government’s reasoning for changing the entire schedule doesn’t seem strong (ie, for a break?). In fact, students report that they prefer classes during that time, especially compared to later classes. And so much time/energy was put into creating this current schedule, after many surveys, etc. done. We are against making changes to the current schedule.

e. Fall 2016 Meetings:

i. Fall 2016 meet on Tuesdays from 3:00-4:00pm

f. Spring 2016 Meeting Schedule: For this semester, will meet at 11:30am instead of 2:30 pm.

i. Jan 21

ii. Feb 4 and 18

iii. March 3 and 17

1. March 17 meeting needs to stay at 2:30 pm

iv. April 7 and 21

v. Paul is unable to meet on the first Thursday of each month.

vi. We might cancel the first meeting of each month if nothing is on the agenda.

g. Possible office switches

i. When the vet tech people move out, Paul would like to move to Naauao 114.

ii. Paul will talk to Frank, as someone mentioned that Frank at one time wanted that space.

Meeting adjourned at 3:55pm