LeeWard Community College
2000 – 2001 Faculty Senate

APPROVED Minutes of the April 4, 2001 Meeting

Bob Hochstein, Chair
Warren Imada, Vice Chair
Jack Pond, Secretary


SPECIAL GUESTS:  Barbara Saromines-Ganne, Christian Ganne.

CALL TO ORDER:  The meeting was called to order with a quorum at 3:20 pm

APPROVAL OF THE MINUTES:  The minutes of the March 7, 2001 meeting were read and approved with minor corrections.

COMMITTEE REPORTS:

PROGRAM REVIEW – Senator Pond distributed copies of the Program Review of Liberal Arts as prepared by Andy Rossi. Senators are encouraged to read the draft and make comments either directly to Mr. Rossi or to Senate Chair Bob Hochstein. Incoming 2001-2002 Senators will receive a copy. Discussions will proceed in the fall of 2001.

CURRICULUM – Senator Goodman distributed a list of this Committee’s actions.


PASSED – Unanimously

Motion 01-09: To accept the new art course (formally approved as Art 197D) ART 111 Introduction to Computer Drawing.

PASSED – Unanimously

Motion 01-10: To accept three new Certificates of Competence. C.C. in Desk Top Publishing (9 credits), C.C. in Video Web Casting (9 credits), and C.C. in Web Page Design (9 credits).

PASSED – Unanimously

Senator C. Hochstein once again expressed concern about the rapid changes in course alphas and numbering and the number of new courses and programs being established. It is very difficult for counselors to have the most updated information for advising purposes as many of these changes are not ready in time for the schedule of courses or the catalog. Senators Hochstein, Hara and Imada will work on a resolution on problems with the paper trail and the larger issue of tracking changes to curriculum over time.

AD HOC COMMITTEE REPORTS:
LCC REORGANIZATION – A recommendation may be forthcoming from this committee by the end of the year.

CHLOE HOLLAND COMMUNITY SERVICE – Senator C. Hochstein reported that the final highway cleanup was successfully held with the assistance of Senators Andres, Hochstein, Hochstein and Joe Chernisky. Members of Phi Theta Kappa and Phi Beta Lambda have been continuous supporters of this campus-wide effort.

OLD BUSINESS:

The Action Response form (follow-up on past Senate Motions) seems not to be working as well as it could. The new Senate will need to take this matter up in the fall of 2001.

Distance Education Responsibilities. Quality assurance for D.E. courses is the responsibility of the Dean of Instruction and the Faculty Senate.

NEW BUSINESS:

- ACCREDITATION IMPLEMENTATION COMMITTEES - Members of the 2000-01 and 2001-02 Senates should get involved in these important committees. While the deadline to sign on to one of these committees was March 22, Interim Provost Silliman considers these very important and seeks active participation by Senators.

- 2001-2002 SENATE OFFICERS – The election for new Senate officers will be held in a joint meeting on May 2. The Secretary will notify new Senators of this meeting.

- ACADEMIC DEVELOPMENT PLAN – The formulation of the new ADP should include specifics, especially in regard to academics. The ADP drives the budget, and if items are not included in the ADP they have almost no chance of being funded.

- CHANGES TO THE PROCESS FOR NEW PROGRAMS AND PROGRAM MODIFICATIONS – Senator C. Hochstein, Chair of the Curriculum Sub Committee on this matter recommends:
  1. That a copy of the New Program proposal and Program Modification proposal be given to the proposer and division chair after it passes the following bodies:
     a. Curriculum Committee
     b. Faculty Senate
     c. Dean of Instruction
     d. Provost
     e. Chancellor
  2. That a copy of a cover memo to each appropriate body indicating what is being submitted to the next level is copied to the proposer and division chair.
  3. That a copy of the final signature page be given to the proposer and division chair.

In this manner, a proposer and division chair may know the status of the program and have the latest approved reference copy.

Motion 01-11 (C. Hochstein/Andres): To accept the Sub Committee’s recommendation and move this recommendation to the Administration (Provost, Dean of Instruction, Dean of Academic Support, Dean of Student Services, all Assistant Deans and their secretaries.)
PASSED - Unanimously

- RELEASED TIME FOR FACULTY SENATE – The question of the number of credits of assigned time available to the Senate was raised. Over the years the total number of credits available to the Senate has decreased to the current 6 (from 12 credits several years/provosts ago).

Motion 01-12 (Thomson/Toyama): In the spirit of a renewed commitment to shared governance, the Senate strongly recommends that 12 credits of assigned time be set aside for the Faculty Senate per semester.

PASSED – Unanimously

ADJOURNMENT: The meeting was adjourned at 5:35 pm.

RESPECTFULLY SUBMITTED: Jack Pond, Secretary.