LeeWard Community College
2008-2009 Faculty Senate

OFFICIAL Minutes of the October 1, 2008, Meeting

Linda Currivan, Chair
Paul Lococo, Vice Chair
Michael Nester, Secretary


Senators Absent: James West

Guests: None

Additional Document Links
The Agenda
Strategic Plan, 2002-2010 Update
Strategic Plan, Appendix B, 2008-2015

Call to Order: The meeting was called to order at 3:16 PM with a quorum.

Approval of the Minutes: The minutes from September 3, 2008, were accepted with minor corrections.

Campus Report:

Chair Currivan and Senator Levy met with Kathy Hill, the Director of Planning, Policy and Assessment, to talk about SLO requirements and issues, specifically the role of the Assessment Team and the procedure if the Curriculum Committee disagrees with the Assessment Team recommendations. The Senate was asked to pass on any faculty comments or problems that might arise in relation to the SLO review process.

Chair Currivan called attention to the Maui Senate Resolution relating to "Retention and Persistence and Completion." View Document
COMMITTEE REPORTS

EXECUTIVE COMMITTEE

Chair's Report

1. All-Campus Council of Faculty Senate Chairs (ACCFSC)—9/18/08 (1:30-3:30, Kuykendall 201) The Governance Standing Committee plans to meet 10/14 with Linda Johnsrud to discuss governance issues. The first disciplinary meeting, a math summit, is also planned for 10/14 anticipating 60 people from every campus: DOE subject specialists will attend. MAU Senate is opposing plans to develop an applied engineering agree: a meeting was scheduled for 9/19 to discuss points of disagreement. Addressing time to first paycheck for new hires, President McClain acknowledged that 17 separate documents are required, but only 4 are critical. The final student registration tally for the System was 53,500: the prior high was 51,400 in 1994. Ninety percent of the increase is at CCs: UHM is "stable," and UHH is up 5%. The president indicated he thought collective bargaining negotiations were "going well and cordially." He outlined the governor's request for preparation of three budget cutting scenarios based on 10/15/20% reductions in non-discretionary funds, and 1/2/3% reductions in discretionary. He also noted the governor couldn't guarantee there wouldn't be layoffs in the future.

2. Community College Council-Faculty Senate Chairs (CCCFSC)—9/18/08 (3:30-5:30, Dole St.) Budget issues continue as the main focus: VPCC Morton commented on our advantage relative to continued use of tuition monies contrary to other state departments. He noted that, although revenue projections are still positive, the state has been running a deficit for the past 2-3 years and exhausted available surplus: revenue increases which were projected to be high have plummeted. The Governor's instruction for the coming biennium was to eliminate CIP requests; however, a Hawaiian studies building for UHH, a science building for HON and a classroom building for LEE were still submitted. Most of the administrative focus over the next month will be on cost reductions: VPCC Morton noted that where large campuses can absorb their shares of cuts, smaller campuses cannot. Enrollment growth money granted by Act 188 last spring continues intact. Alternate workweek models of 4 to 4.5 days with extended hours are being discussed: APTs are the first group to be considered, which would allow campus offices to remain open until early evening.

3. LCC Campus Council Meetings (Executive Committee—9/17/08 (2:30-4:00); 9/22/08 (2:00-4:00) President McClain's Budget Execution memo was distributed. General Funds are frozen, including recruitment (except instructional) and out-of-state travel. Restrictions will be reviewed again November 1. CAO Pecsok advised that position searches already in the process of moving forward will not be affected, and vacant instructional positions will continue to be advertised for Spring 2009. LCC's interim dean positions will be identified to
the president as "mission critical" and submitted as there is no monetary change with interims in place. Wendy McClain's Slipper Tour is scheduled for LEE on October 1 with lunch at The Pearl.

4. UHCC Strategic Planning Council—9/26/08 (1:00-4:00, Dole Street Conference Room)
Continuing a process begun a year and a half ago, UHCC campus chancellors, system administrators, Senate chairs and student representative met for the first time this semester to update changes since the last meeting in Spring 2008. This primarily top-down effort, unusual for UHCC system participation, has been focused on bringing UHCC goals into alignment with the UH System plan as advised by State Auditor Marion Higa: according to Cheryl Chappell-Long, outcomes were shifted around to "nest" with previously determined goals. With final CC enrollment figures at 28,409 this Fall, we have already surpassed the performance measure of 27,943 scheduled for 2015. The "magic number" for the CC System is a 3% growth per year benchmark. A disconnect between UHCC Goal D: Develop our Human Resources and its performance measures focused on programs and student assistance was noted, as well as an unrealistic performance measure for students assigned to developmental intervention of an 80% successful completion rate with subsequent move to "degree applicable instruction by 2015," unlikely under an open admission system. Participants also determined a need for a "meta-measure" of student engagement as a performance measure based on the 5 CCSSE measures, which are administered every two years and are fast becoming the benchmark of choice.

5. Upcoming Meetings/Events
Thursday, October 23: Board of Regents Meeting-Maui CC
Friday, October 24: ACCFSC/CCCFSC Meetings (10:00-12:00; 1:00-3:00, Polycom)
Monday, October 27: Campus Council Meeting (2:00-4:00, LA 230)

Chair Currivan welcomed new Senators Bobbi Martel and Greg Walker.

Chair Currivan appointed Paul Lococo as the General Education Committee Chair as per Section IX of the Bylaws. The Senate unanimously approved the appointment.

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE

BUDGET & PLANNING
The committee announced that Mark Lane will be the administrative liaison to the committee. Also, Chair Currivan addressed the budget execution as outlined in President McClain's memo to Chancellors.

CURRICULUM COMMITTEE
The Curriculum Committee recommends the proposed modifications to HUM 261 and HUM 262. Since the recommended changes to these courses were not completed until August 7, 2008, the effective date has been changed to fall 2009 and the prerequisites have been changed.

**Motion 08-48: To approve course modification proposals for HUM 261 and HUM 262.**

**PASSED - Unanimously**

ACADEMIC REVIEW BOARD: Senator Levy stressed the fact that there are prerequisite policies in place. Any prerequisite issues that arise should be directed to the Academic Review Board.

ELECTIONS COMMITTEE
The committee recommended the following timetable for Senate elections this fall:

- Open nominations: October 6 – October 31
- Posting: November 3 – November 20
- Elections: November 24 – December 9
- Counting: December 9
- Results: December 13 in the Bulletin

Since this timetable does not adhere to Article Five of the Bylaws, the following motion was made:

**Motion 08-49 (Stroble/Berner): To suspend the Bylaws to allow for the recommended election timeline.**

**PASSED - Unanimously**

FACULTY COMMITTEE
The committee performed a survey of UH Community College Faculty Senate Charters in relation to attendance and/or replacement of senator policies. With no consensus among the various schools, the Leeward Faculty Senate is left with the question about leaves of absence. Based on the wording of Article Six of the Bylaws, the senate made the following motion:
Motion 08-50 (Berner/Lococo): To remand the issue to the Faculty Committee to consider adding an addendum to Article Six relating to a leave of absence policy.

PASSED – Y: 14, N: 6, Abs: 1

GEN ED COMMITTEE
Newly appointed chair of the General Education Committee, Senator Lococo, proposed an informal review/discussion of the General Education Core Curriculum for the A.A. degree to see how it is working after two years of implementation. After a lengthy debate about the proper venue for this examination—the General Education Committee, the Curriculum Committee or an ad hoc committee—the senate made the following motion:

Motion 08-51 (Lococo/Nakamura): To have the General Education Committee initiate an information-gathering review of the General Education Core of the A.A. degree and report back to the Senate.

PASSED – Y: 19, N: 1, Abs: 1

LEGISLATIVE RELATIONS COMMITTEE
Senator Nakamura reminded the Senate that the State of Hawaii General Elections will be November 4, 2008. Also, the next session of the State of Hawaii Legislature will begin on Wednesday, January 21, 2009. Lastly, Senator Nakamura informed the Senate that UHPA has terminated the Legislative and Political Action Committee.

PROGRAM REVIEW COMMITTEE
Assessment Team Report

View Report

STUDENT COMMITTEE
Committee Co-chair Flegal and Senate Chair Currivan presented a College Colloquium on the Revised Student Academic Grievance Policy on September 25. After a Power Point presentation was created, a few minor discrepancies in the policy's wording became evident. Slight refinements and clarifications to the timeline need to be made, but the adjustments are not significant enough to warrant a review by the Senate.
AD HOC COMMITTEES

CONTINGENT FACULTY/LECTURERS
Senator Stroble announced that the lecturers had a luncheon dealing with retirement issues. There were over twenty in attendance. Another meeting of the lecturers will be held this semester.

UNFINISHED BUSINESS
Chair Currivan reminded the Senate of the Recycled Book Sale on November 15, 2008, as part of the Family Fun Fair. Senators Martel and Walker are responsible for publicizing the sale and the two drop-off locations (The Halau and the LA office). Volunteers will be needed to set up at 8:00 a.m. on that day and to break down at 2:00 p.m.

NEW BUSINESS – No new business

ANNOUNCEMENTS – The deadline for Writing Intensive proposals is Friday, October 3, 2008.

ADJOURNMENT: The meeting was adjourned at 5:08 PM.

Minutes respectfully submitted by Michael Nester, Secretary