Task:
In Spring 2013, the Ad-Hoc committee was formed to review/amend the Faculty Senate (FS) By-Laws and in particular the electoral process. The following spring (2014) the FS increased the Ad-Hoc’s task to include reviewing and amending the Senate’s Charter because the Charter was intimately tied to the electoral process.

Task Completed:
At the April 13, 2016, the Faculty Senate adopted the entire amended FS Charter and Bylaws. In April 2016, the Elections Committee successfully conducted a campus vote by Leeward Faculty eligible to vote and all amendment changes were passed.

Discussion:
Throughout the Fall 2015 semester, the committee worked to revised the entire FS Charter and Bylaws. Key areas of work: to align the FS document to the system governing policies (BOR RP 1.210, UH EP 1.201, and UHCCP 9.104), to align lecturer participation with the UHCCP 9.104, to align the document with the current practices of the Faculty Senate, and to clarify language and re-order the information for coherency so information is organized more topically.

In the Spring 2016 semester beginning in the January meeting, committee members Senators Catherine Walker, Irwin Yamamoto, and Eiko Kosasa presented the revisions to the Senate for its adoption. Sections of the FS Charter and Bylaws were reviewed, voted, and adopted at the January and February meetings with the complete document adopted in the March meeting.

In the month of March, committee member Brent Hirata created an online website for the wider Leeward faculty to review and comment on the adopted FS Charter and Bylaws. Committee members Tina Lee, Catherine Walker, and Tara Rojas held a forum on March 30 for further comments from the wider Faculty membership.

After reviewing the comments and making a small change by the committee, the FS Senate adopted the amended FS Charter and Bylaws at the April 13 meeting.
General Revisions
Overall, the amendment changes were done to clarify language and to align Leeward Community College Faculty Senate Charter and Bylaws (CBL) with the current practices of the Faculty Senate (FS), and with the policies of the Board of Regents’ RP 1.210 and the UH system’s EP 1.201.

Major areas of modification were:

The Charter. The significant revision in the Charter occurs in Article IV: Membership in and composition of the Faculty Senate. Information regarding eligibility, representation, vacancies, etc. were consolidated into a single article. In the previous CBL, the information was scattered in different articles.

Another important change in Article IV concerns lecturer representation in the FS. While the lecturers teaching 8 credits or more vote in FS elections, their representative will not run in the at-large elections as currently done but instead be recommended through the Lecturer group. Guiding this decision is UHCCP #9.104 policy defining lecturers’ responsibilities and duties.

The Bylaws. The significant revisions in the Bylaws occur in Article I: Duties of Senate Members and in Article IV: Committees. Article I is a new addition specifying responsibilities of each Senator to attend meetings and to serve on at least one FS committee.

Article IV underscores the point that the work of the FS occurs largely in committees rather than in the larger FS meetings. The Article further defines the composition of committees and the duties of the committee chairs.