



**Approved Faculty Senate Meeting Minutes**  
**August 24, 2016 • GT-105 • 3:00 pm**

<b>Senators Present</b>	
<ul style="list-style-type: none"> <li>● William Albritton, <i>Chair</i></li> <li>● Jayne Bopp</li> <li>● Jeremiah Boydston</li> <li>● William Castillo</li> <li>● Michael Cawdery</li> <li>● Lexer Chou</li> <li>● James Fujita</li> <li>● Petersen Gross</li> <li>● Junie Hayashi</li> <li>● Robert Hochstein</li> <li>● Warren Kawano</li> </ul>	<ul style="list-style-type: none"> <li>● Eiko Kosasa, <i>Vice-Chair</i></li> <li>● Steve Jacques</li> <li>● Jeff Judd</li> <li>● Raymund Liongson</li> <li>● Tiana Loo</li> <li>● Stanley May</li> <li>● Wayde Oshiro, <i>Secretary</i></li> <li>● Christy Takamure</li> <li>● Catherine Walker</li> <li>● Danny Wyatt</li> </ul>
<b>Senators Absent</b>	<b>Guests</b>
<ul style="list-style-type: none"> <li>● Eileen Cain</li> <li>● Suzette Scotti</li> </ul>	<ul style="list-style-type: none"> <li>● Ashley DeMoville</li> <li>● Noah-Taylor Barbieto, <i>Student Government Representative</i></li> <li>● Della Teraoka</li> <li>● Kabi Neupane</li> </ul>

**I. Call to Order @ 3:00 pm after quorum was established.**

The following are the Faculty Senate Meeting Minutes for August 24, 2016. The regular meeting takes place in GT-105 and is scheduled from 3:00 pm until adjournment. Faculty Senate Chair William Albritton, Vice-Chair Eiko Kosasa, and Secretary Wayde Oshiro were present at this meeting.

**II. Approval of the MINUTES (May 4, 2016)**

- A. Approved as submitted

**III. Approval of appointed Faculty Senate Members, AY 2016-2017**

- A. The following senators representing OCEWD and PAT were appointed by Chair Albritton with unanimous confirmation by the Senate. (16 Y, 0 N, 0 A)
  1. William Castillo (OCEWD)
  2. Robert Hochstein (PAT)

**IV. Approval of Faculty Senate Standing Committee chairs/co-chairs, AY 2016-2017**

- A. Sen. Wyatt volunteered to replace Sen. Cain as chair of the Faculty Committee.  
Chairs of standing committees were approved (20 Y, 0 N, 0 A)
- V. **Faculty Senate Reports**
- A. **Chair's Report (Albritton)**
1. Chair's welcome remarks.
  2. Brief introductions by each senator and representative.
  3. New Interim VCAA Teraoka gave a report announcing \$500K system funding for the acceleration initiative. She reported on new ACCJC accreditation standards and their effect on reporting requirements; Interfolio e-portfolio pilot in progress; development of a campus mobile app; and starting a monthly talk story session with VCAA - first scheduled on September 19, 2016 will focus on Maka'ala. Lastly, the August 17, 2016 memo from UHCC-VP Morton on implementation of UHCCP 9.237 was briefly discussed. Each campus has different Teaching Equivalencies (TE) for the same course and the system is pushing for alignment by the end of this calendar year. Issue is that lecturers are paid based on TE so pay might differ for the same courses taught on different campuses.
  4. Brief review of Robert's Rules of Order as the foundation for conducting business in the Senate. See FS website [Charter & Bylaws page](#) for additional resources on Robert's Rules.
  5. CCCFSC (Community College Council of Faculty Senate Chairs) meeting May 12, 2016: Chair Albritton reported that \$10M was received by UHCC from Legislature to address \$30M in deferred maintenance. UH-Maui and Hawaii CC received \$7M for CIP. Separation of UHCC and Manoa with creation of separate BORs is topic for discussion. Implementation of Foundations Quantitative Reasoning requirement in 2018. Additional issues discussed included the new course evaluation system and sabbatical leaves.
  6. ACCFSC (All Campus Council of Faculty Senate Chairs) meeting August 15, 2016: Chair Albritton reported that strategic planning was discussed. Topics included the future of research at UHM and the separation of UHCC from UHM. At the meeting, Pres. Lassner reported on the the history of UH funding and tuition increases. BOR wants UH to generate increased revenue and focus on cost savings.
- B. **Vice Chair's Report (Kosasa):** Vice-Chair Kosasa gave a brief review of the newly revised and approved FS Charter and Bylaws. Article 1 states that all senators must be a member on a committee. She reiterated that much of the discussion in Senate occurs in committee rather than at the actual meetings.
- C. **Secretary's Report (Oshiro), Long Range Development Plan Advisory Committee, July 21, 2016:** Secretary Oshiro reported on a presentation by HHF Planners on the new LRDP. A presentation to BOR is planned for October and final BOR approval of the plan is expected in November.

#### D. Standing Committees

1. **Academic Support & Institutional Support** (Chair Takamure) - No report.
2. **Assessment** (Co-chairs Cawdery and Judd) - AA degree assessed for three GELOs. All campus areas now involved with assessment. Committee is 50 members strong!
3. **Budget & Planning** (Chair May) - Working with administration to improve planning lists and increase transparency of the planning process pursuant to motions passed by Senate in 2015-16.
4. **Curriculum Committee** (Chair Fujita) - Voting Item: PBT course modifications. View [Curriculum Committee report](#).

**16.09: Motion (Fujita)** On behalf of the Curriculum Committee, Senator Fujita (Chair Albritton) moved that the Faculty Senate adopt the following course modifications:

- PBT 141 - Integrated Pest Management
- PBT 200 - Introduction to Plant Science
- PBT 200L - Introduction to Plant Science Lab
- PBT 251 - Sustainable Crop Production
- PBT 264 - Introduction to Horticulture and Plant Propagation

**VOTE: 18 Y, 0 N, 2 A- Motion passed**

5. **Distance Education** (Co-chairs Gross and Kawano) - No report.
6. **Elections** (Co-chairs Castillo and Hayashi) - No report.
7. **Faculty** (Chair Wyatt) - No report.
8. **General Education** (Chair Scotti) - Sen. Scotti absent. No report.
9. **Legislative Relations** (Co-chairs Jacques and Liongson) - No report.
10. **Student** (Co-chairs Bopp and Chou) - No report.

#### E. Ad Hoc Committees

1. Alternative Course Schedule (Co-chairs Boydstun and Chou) - Meeting on August 29<sup>th</sup> to discuss Ad Astra and types of questions for the discipline coordinators survey.

#### VI. New Business

- A. Update from Sen. Gross, Curriculum Support Coordinator, on current status of Quali Student Curriculum Management (KSCM). KSCM is live but migration was problematic. Data was not ported over completely and some fields are empty.
- B. [L5.201 Policy on Curriculum Review and Revision](#)  
VCAS Lane is proposing two required statements for syllabi:

**TITLE IX COURSE SYLLABI STATEMENT**

The University of Hawaii is committed to providing a learning, working and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking. If you or someone you know is experiencing any of these, the University has staff and resources on your campus to support and assist you. Staff can also direct you to resources that are in the community.

As a member of the University faculty, I am **required to immediately report** any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need.

For more information regarding sex discrimination and gender-based violence, the University's Title IX resources and the University's Policy, Interim EP 1.204, go to: <http://www.hawaii.edu/titleix>.

#### **UH ALERT EMERGENCY NOTIFICATION COURSE SYLLABI STATEMENT**

The UH Alert emergency notification system is the primary communication tool used to alert the Leeward Community College community of an immediate threat to the safety and security of our students and employees. UH Alert is also used to announce campus closures.

You must register online to receive the UH Alert service. UH Alert includes automated emergency messages sent via email and text message alerts sent to mobile phones. All students, faculty and staff are encouraged to sign up online at: <https://www.hawaii.edu/alert>.

Chair Albritton proposed that Senate establish an ad hoc committee to review Policy L5.201.

**16.10: Motion (Walker)** On behalf of the Faculty Senate, Senator Walker moved that Senate establish the Ad Hoc Committee to Review the Policy on Curriculum Review and Revision (L5.201).

**VOTE: 18 Y, 0 N, 2 A- Motion passed**

Volunteering to serve on this ad hoc committee are Sen. Boydston, Hochstein and Walker.

- C. [Proposed Changes to Policy RP 9.214. Teaching Assignments for Instructional Faculty](#) - UH System is seeking comments. Chair Albritton highlighted Section V. Bio bib requirement. Faculty Committee Chair Wyatt volunteered to collect senator comments. Comments due to Sen. Wyatt by September 30.
- D. New memo from VCAs: [Upcoming Actions for Further Implementation of UHCCP #9.237. Teaching Equivalencies](#)
  - 1. For background see the summary of Interim VCAA Teraoka's report in Minutes, Section V.A.3.

VII. **Announcements** - None

VIII. **Adjournment at 4:57 pm**

- A. Next meeting: September 21, 2016, 3-5 pm
- B. Subsequent meetings for the academic year:
  - 1. October 19, 2016
  - 2. November 9, 2016
  - 3. December 7, 2016
  - 4. January 25, 2017
  - 5. February 15, 2017
  - 6. March 15, 2017
  - 7. April 12, 2017
  - 8. May 3, 2017

Compiled and submitted by Wayde Oshiro, Secretary