



Approved Faculty Senate Meeting Minutes
January 25, 2017 • GT-105 • 3:00 pm

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

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

The following are the Faculty Senate Meeting Minutes for January 25, 2017. 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 (December 7, 2016) - Approved as submitted.

III. Election of The Executive Committee for AY 2017-2018

- A. New Senate elected James Fujita-Chair, Wayde Oshiro-Vice-Chair, and Michael Oishi-Secretary
- B. New Senate approved the appointment of Petersen Gross-Curriculum Chair and Gholam Khaleghi-Curriculum Support Coordinator

IV. Faculty Senate Reports

- A. Chair’s Report (**Albritton**)

1. CCCFSC (Community College Council of Faculty Senate Chairs) next meeting is January 27, 2017
 - a) Vote on [UHCCP #4.203 Institution Set Standards](#)

Motion 17.27: For accreditation requirements, we approve UHCCP # 4.203 Institution-Set Standards, contingent upon the following:

1. Each campus should be able to set their own Aspirational Values within the UHCCP # 4.203 Institution-Set Standards policy.
2. "Native Hawaiian Degrees and Certificates Awarded" should be reworded to "Native Hawaiian Student Graduates" to match the language in UHCC's strategic plan.

VOTE: 18 Y, 1 N, 1 A - Motion Passed

Motion 17.28: Leeward CC Faculty Senate is asking Vice President of the Community Colleges John Morton for clarification and details on how performance funding is tied to the achievement of the Aspirational Values of the UHCCP # 4.203 Institution-Set Standards.

VOTE: 20 Y, 0 N, 0 A - Motion Passed

Motion 17.29: Leeward CC Faculty Senate is asking Vice President of the Community Colleges John Morton to reconsider the standard "Transfer to Baccalaureate Institutions" from UHCCP # 4.203 Institution-Set Standards, because this standard is an inappropriate measure of student achievement for many of our non-program and terminal degree students.

VOTE: 16 Y, 0 N, 4 A - Motion Passed

2. ACCFSC (All Campus Council of Faculty Senate Chairs) next meeting is January 27, 2017
 - a) Concerns with CES, including the lack of faculty consultation in the process, were shared with Risa Dickson, UH Vice-President for Academic Planning and Policy

Vote to endorse [Principles for Strategic Planning Processes Across the UH System](#)

VOTE: 18 Y, 0 N, 0 A - Endorsed

Vote to endorse [Resolution calling for a revised committee structure for BOR](#)

VOTE: 0 Y, 17 N, 0 A - Not Endorsed

Motion 17.30: Leeward CC Faculty Senate is asking the Chair to refer the matter of the resolution calling for a revised committee structure for BOR to the CCCFSC (Community College Council of Faculty Senate Chairs) for further discussion and input.

VOTE: 17 Y, 0 N, A - Motion Passed

- b) Comments, questions on Proposed Reorganization of the UH Office of the Vice President for Research and Innovation (see [email](#) and [letter](#)) - No comments.
- 3. Admin approved [Memo on Retroactive Grade Changes](#)
- B. Vice Chair's Report (**Kosasa**)
 - 1. Vote on motion to form Ad-Hoc CES Committee to gather faculty feedback and make recommendations for the new Course Evaluation System (CES)
 - a) Ad-Hoc committee was established with co-chairs: Catherine Walker and Wayde Oshiro. Membership to include a broad range of faculty. Charge deadline late April 2017.

Motion 17.31: On behalf of the Faculty Senate Executive Committee, Vice Chair Kosasa moved that Faculty Senate establish an Ad-Hoc Course Evaluation System (CES) Committee to gather faculty feedback and make recommendations for the new Course Evaluation System.

VOTE: 17 Y, 0 N, 0 A - Motion Passed

- 2. Campus Council report - Reviewing college mission statement. Next meeting February 6.
- C. Secretary's Report (**Oshiro**)
 - 1. Introduced new FS blog: <http://blogs.leeward.hawaii.edu/fsec/>
- D. Standing Committees
 - 1. Academic Support & Institutional Support (**Takamure**) - No report
 - 2. Assessment (**Cawdery and Judd**) - No report
 - 3. Budget & Planning (**May**)
 - a) Discussion of email response from administration to [report](#)
 - b) Vote on motion in report with amendments.

Motion 17.32: On behalf of the FS Budget & Planning Committee, I [Stanley May] would like to make a motion to request that more of an effort be made to make the operating budget understandable to the campus community and that financial analysis of the operating budget be shared with the campus. This financial analysis should include financial ratios, especially efficiency ratios, such as administrative costs (administrative expenses/total revenues), instructional expenses (including the growth of non-tenure track positions to tenure track positions), division, department, and program budgets, and track the growth in non-academic administrative and professional positions at Leeward CC. These ratios should be tracked over time for a minimum of the last 10 years (is the percentage growing or shrinking) and should be compared to other schools of comparable size (is our percentage of administrative costs in line with other schools, for example). The Faculty Senate requests that administration work with the Budget and

Planning Committee to develop this report.

VOTE: 15 Y, 0 N, 0 A - Motion Passed

4. Curriculum Committee (**Fujita**)

17.33: Motion (Fujita) On behalf of the Curriculum Committee, Senator Fujita moved that the Faculty Senate adopt the following:

Fast Track Grade Mode Changes: ESL 1A, ESL 4A, ESL 7B, ESL 10B

VOTE: 14 Y, 0 N, 0 A - Motion Passed

17.34: Motion (Fujita) On behalf of the Curriculum Committee, Senator Fujita moved that the Faculty Senate adopt the following:

New Courses: AG 170, AG 170L

VOTE: 14 Y, 0 N, 0 A - Motion Passed

17.35: Motion (Fujita) On behalf of the Curriculum Committee, Senator Fujita moved that the Faculty Senate adopt the following:

Course Modifications: CHEM 151, CHEM 161, HIT 192, HIT 215, PHIL 100, PHIL 102, REL 151, REL 207, BIOC 141, BOT 101, BOT 101L, PHYS 100, MATH 241, MATH 242, MATH 243, MATH 244, HWST 160

VOTE: 15 Y, 0 N, 0 A - Motion Passed

17.36: Motion (Fujita) On behalf of the Curriculum Committee, Senator Fujita moved that the Faculty Senate adopt the following:

Programs: CO-ICS-HDS Help Desk

VOTE: 15 Y, 0 N, 0 A - Motion Passed

5. Distance Education (**Gross and Kawano**) - No report
 6. Elections (**Castillo and Hayashi**) - No report
 7. Faculty (**Wyatt**) - No report
 8. General Education (**Scotti**) - No report
 9. Legislative Relations (**Jacques and Liongson**) -Several bills introduced or will be introduced during current legislative session proposing free college tuition for students.
 10. Student (**Bopp and Chou**) - No report
- E. Ad Hoc Committees

1. Alternative Course Schedule (**Boydston** and **Chou**) - Met with Della and DCs. Della will draft an alternate schedule based on the Fall 2016 class schedule and bring it to the DCs for discussion.
2. Policy on Curriculum Review and Revision (**Boydston**)
 - a) A proposal to insert a clause that stipulates a syllabus requirement into the L5.201 policy was discussed but not pursued.
 - b) Vote on policy as submitted with minor correction.

17.37: On behalf of the Ad Hoc Committee on Curriculum Review and Revision, Senator Boydston moved that Faculty Senate accept the modifications to [L5.201 Policy on Curriculum Review and Revision](#) which address required standardized statements and grading policy.

VOTE: 15 Y, 0 N, 0 A - Motion Passed

V. Old Business

A. TBD

VI. New Business

A. TBD

VII. Adjournment at 6:00 pm

A. Next meeting date and time: February 15, 2017, 3-5 pm in GT 105

B. Subsequent meetings for the academic year

1. March 15, 2017
2. April 12, 2017
3. May 3, 2017

Compiled and submitted by Wayde Oshiro, Secretary