



## **Faculty Senate Meeting Minutes August 23, 2017**

The regular meeting of the Leeward CC Faculty Senate was held in the Ka'ala Room (GT-105), Chair, James Fujita, was present and presiding with Wayde Oshiro, Vice-Chair. A quorum being present, the Chair called the meeting to order at 3:05 p.m.

**Senators Present:** Milton Ayakawa, P. Jayne Bopp, Jeremiah Boydston, Weirong Cai, William Castillo, Lexer Chou, Petersen Gross, Junie Hayashi, Betty Ickes, Jeff Judd, Warren Kawano, Genai Keli'ikuli, Gholam Khaleghi, Tiana Loo, Stanley May, Kristina Nip, Michael Oishi, Rawley Riccio, Suzette Scotti, Jaydene Kale'a Silva, Catherine Walker, and Danny Wyatt.

**Student Government Representatives Present:** Kristina Nip and Rawley Riccio

**Senators Absent:** Michael Cawdery

### **I. Approval of Minutes**

The [minutes of the May 3, 2017](#) meeting of the Faculty Senate were accepted as submitted.

### **II. Senate Confirmation of Faculty Appointments**

- A. Milton Ayakawa's nomination as the Professional Arts and Technology (PAT) representative on the Faculty Senate was confirmed.
- B. William Castillo's nomination as the Office of Continuing Education and Workforce Development (OCEWD) representative on the Faculty Senate was confirmed.

### **III. Adoption of Special Rules of Order**

- A. Chair James Fujita presented [Special Rules of Order](#) for the Faculty Senate to consider. The Senate will vote on the Special Rules of order at its next meeting on September 20, 2017.

### **IV. Faculty Senate Reports**

#### **A. Chair's Report**

- 1. Welcome and Faculty Senate Members' Introduction
- 2. ACCFSC (All Campus Council of Faculty Senate)

Chairs, August 14, 2017 meeting)

- a. Meeting Theme: “How We Can All Work Better Together.”
  - i. Concern about how to retain students.
  - ii. Leeward CC praised, particularly for its Open Educational Resources (OER) initiatives.
  - iii. Student Fees: Students take courses on multiple campuses and often have to pay fees on each campus.
  - iv. President Lassner articulated concerns about retaining Hawai'i high school graduates.
  - v. Course Evaluation System (CES): There will be a UH System meeting to discuss the questions to be used in the CES.
  - vi. Board of Regents (BOR) meeting will be held at Leeward CC on September 21, 2017.
3. Vice-Chair's Report
  - a. ACCFSC (All Campus Council of Faculty Senate Chairs, August 14, 2017 meeting).
    - i. Concern about the time it takes to evaluate transcripts to determine transfer credits.
    - ii. President Lassner noted that UH graduate and undergraduate out-of-state tuition is higher than peer institutions. No tuition increases anticipated. Need to seek non-tuition sources of revenue.
4. Secretary's Report
  - a. Secretary Oishi asked the Senate to please use the [Google form](#) accessible from the [Motions](#) page of the Faculty Senate website to submit motions and resolutions.

## **B. Standing Committees**

1. Academic and Institutional Support Committee
  - a. Senator Khaleghi was approved as chair.
  - b. Nothing to report.
2. Assessment Committee
  - a. Senators Cawdery and Judd were approved as co-chairs.
  - b. Nothing to report.
3. Budget and Planning Committee
  - a. Senator May was approved as chair.
  - b. Senator May noted that Faculty Senate does not have a voice in budgeting and requests the UH Board of Regents

(BOR) for clarification about the role of the Faculty Senate in budgeting.

4. Curriculum Committee
  - a. Senator Gross was approved as chair.
  - b. Senator Gross requested that faculty submit course outline modifications or new course outlines to the Curriculum Committee by September 15, 2017.
5. Distance Education Committee
  - a. Senator Kawano was approved as chair.
  - b. Nothing to report.
6. Elections Committee
  - a. Senators Castillo and Hayashi approved as co-chairs.
  - b. Nothing to report.
7. Faculty Committee
  - a. Senators Wyatt and Keli'ikuli were approved as co-chairs.
  - b. Nothing to report.
8. General Education Committee
  - a. Senator Scotti was approved as chair.
  - b. Nothing to report.
9. Legislative Relations Committee
  - a. Senator Ickes was approved as chair.
  - b. Nothing to report.
10. Student Committee
  - a. Senators Bopp and Chou were approved as co-chairs.
  - b. Nothing to report.

### **C. Ad Hoc Committees**

1. Course Evaluation System (CES) Committee
  - a. Update: The CES Committee will wait until the next CCCFSC meeting on September 22, 2017 to determine next steps in recommending questions for the new Course Evaluation System (CES).
2. Alternate Class Schedule Committee
  - a. The Alternate Class Schedule Committee presented the results from its [Alternative Schedule Survey](#) conducted in May 2017.
  - b. Senators Boydston and Chou requested approval to continue the committee into the 2017-2018 academic year. The request was unanimously approved.

- c. Will meet with VCAA Della Teraoka to determine possible next steps.

**V. Unfinished Business**

- A. Faculty Senate Satisfaction Survey for Fall 2017.
  1. Former Chair and senator, William Albritton, provided background on the Faculty Senate Satisfaction Survey for Fall 2017.
  2. [Motion 17.52](#): On behalf of the Faculty Senate Executive Committee, Vice-Chair Oshiro moved that the Elections Committee create, administer, and report on a [Faculty Senate Satisfaction Survey for Fall 2017](#). The motion was unanimously approved.
- B. Data Security policies need our Faculty Senate opinion.
  1. Senator Gross noted that the recommended UH data security policies seem reasonable and beneficial.
  2. The Faculty Senate stated no objections to the recommended UH data security policies.

**VI. New Business**

- A. Leeward CC's Unsatisfactory Academic Progress (UAP) policy.
  1. Senator Loo noted that the UAP policy is not in compliance with current practices.
  2. [Motion 17.53](#): Senator Tiana Loo moved that the Faculty Senate create an Ad Hoc Committee to review and revise the current Unsatisfactory Academic Progress (UAP) policy. The motion will be voted on at the next Faculty Senate meeting.
- B. Use of electronic voting during Faculty Senate meetings.
  1. Senator Hayashi provided a demonstration of the TurningPoint clicker technology that is being proposed as a method for voting senators to cast votes anonymously.
  2. The Senate will try the TurningPoint clicker technology at its next meeting on September 20, 2017.
- C. Senator May voiced his concern regarding the perceived inconsistent understanding and application of UH Community Colleges' tenure and promotion guidelines among Leeward CC Division Personnel Committees (DPCs).
  1. The issue was referred to the Faculty Committee for review and recommendation.

**VII. Announcements.** No announcements.

**VIII. Adjournment.** The meeting was adjourned at 4:45 p.m. Next Meeting: September 20, 2017 in GT-105, 3:00–5:00 p.m.

Respectfully submitted by Michael Oishi, Secretary