



Faculty Senate Meeting Minutes January 24, 2018

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, Michael Oishi, Suzette Scotti, Jaydene Kale'a Silva, Catherine Walker, Christine Walters, and Danny Wyatt.

Senators-Elect Present: Michael Cawdery, Raymund Liongson, Michele Mahi, Summer Miles, Irwin Yamamoto

Senators Absent: Tiana Loo, Stanley May

I. Approval of Minutes

The minutes of the December 6, 2017 meeting of the Faculty Senate were accepted without corrections.

II. Introduction of New Faculty Senate Student Representative

- A. Salih Batuhan Satilmis will succeed both Kristina Nip and Rawley Riccio as the student representative on the Faculty Senate for Spring Semester 2018.

III. Introduction of Faculty Senators-Elect for Academic Year 2018-2020

- A. Senators-Elect: Jeremiah Boydston, Michael Cawdery, Junie Hayashi, Warren Kawano, Raymund Liongson, Stanley May, Michele Mahi, Summer Miles, Suzette Scotti, Danny Wyatt, Irwin Yamamoto.

IV. Nomination and Election of Faculty Senate Executive Board for Academic Year 2018-2019

- A. Faculty Senate Chair. Michael Cawdery was nominated and elected for the position of Faculty Senate Chair for academic year 2018-2019.
- B. Faculty Senate Vice-Chair. Wayde Oshiro was nominated, and elected by acclamation, as Faculty Senate Vice-Chair for academic year 2018-2019.

C. Faculty Senate Secretary. Junie Hayashi was nominated, and elected by acclamation, as Faculty Senate Secretary for academic year 2018-2019.

V. Faculty Senate Chair-Elect Nomination and Election of Curriculum Committee Chair for Academic Year 2018-2019

A. Petersen Gross was nominated, and elected by acclamation, as Curriculum Committee Chair for academic year 2018-2019.

VI. Faculty Senate Reports

A. Chair's Report

1. As the All Campus Council of Faculty Senate Chairs (ACCFSC) and the Community College Council of Faculty Senate Chairs (CCCFSC) have not yet had their January meeting, Chair Fujita had nothing to report at this time.

B. Vice-Chair's Report

1. Report on Campus Council meeting of January 22, 2018.

a. Planning Process Review Committee. Della Teraoka, Leeward CC Vice Chancellor for Academic Affairs, noted that the Planning Process Review Committee is working to set up its first meeting for the Spring 2018 semester.

b. Office of Planning, Policy, and Assessment (OPPA) update.

i. VCAA Teraoka noted that a new institutional analyst, Thao Thang, was hired and began work on January 8, 2018.

ii. The Grants Coordinator position is still vacant but an offer will be made soon.

iii. The Director position in OPPA awaits Human Resources approval to make an offer.

c. Budget and Planning Process update.

i. VCAA Teraoka noted that instructional priorities are due at the end of January and will then be forwarded to support areas.

ii. Priorities from instructional divisions, Student Services, Academic Services, OCEWD, and Native Hawaiian Support will be completed by February.

iii. Administration will review and approve priorities by March.

iv. Governing groups will review the budget and approve by April.

d. Chancellor's Report. Manny Cabral, Leeward CC Chancellor, noted that the Leeward CC administration was

asked to submit reports to the state's Ways and Means and Higher Education committees over the Winter recess, the foci of which were declining enrollment, tuition costs, and executive salaries.

- i. Chancellor Cabral noted that enrollment at Leeward CC was down 1.3%, or 87 students, relative to Spring 2017--not a significant drop off.
 - ii. Chancellor Cabral also noted record Early College enrollment for Spring 2018. 567 Early College students, from eight high schools, are enrolled at Leeward CC in Spring 2018 (8% of total enrollment). Chancellor Cabral attributed Leeward CC's relatively stable enrollment figures to Early College enrollment. Leeward CC is now working to integrate three additional high schools into the Early College program.
- e. Vice Chancellor of Administrative Services Report. Leeward CC Vice Chancellor of Administrative Services, Mark Lane, reported the renovation of the AD and DA buildings. The first floor of the AD and DA buildings will be relocated to DH portables in Spring/Summer 2018, beginning in March with the Business Office. Renovations are anticipated to take a year and have a projected completion date of Fall 2019

C. Secretary's Report

1. Nothing to report.

D. **Standing Committees**

1. Academic and Institutional Support (AIS) Committee.
 - a. Senator Khaleghi reported that there are a few potholes on Ala 'Ike fronting the college that the AIS Committee is trying to get fixed.
 - b. Vice Chancellor of Administrative Services, Mark Lane, is developing an emergency plan for Leeward CC in the event of a missile alert.
 - c. Senator Chou noted that the Student Lounge, where many campus events are held, will be unavailable starting Summer 2018 due to renovation.
2. Assessment Committee

- a. Senator Walters suggested that the responsibilities of lecturers in the assessment process be clarified in the revised [Leeward CC Policy on Assessment](#).
 - b. The vote on the revised Assessment Policy was postponed pending an amendment of this policy clarifying the responsibilities of lecturers in assessment.
- 3. Budget and Planning Committee
 - a. Nothing to report.
- 4. Curriculum Committee
 - a. **Motion 18.62:** On behalf of the Curriculum Committee, Senator Gross moved that the Faculty Senate accept the new programs and courses, modified programs and courses, and deletions of courses enclosed in his [January 24, 2018 report](#).
 - i. The Senate approved of all proposals contained in Senator Gross's report.
- 5. Distance Education Committee
 - a. Senator Kawano noted that the Innovative Online Teaching Award application is now available and that faculty are encouraged to apply. The application deadline is February 28, 2018.
- 6. Elections Committee
 - a. Nothing to report.
- 7. Faculty Committee
 - a. Nothing to report.
- 8. General Education Committee
 - a. Nothing to report.
- 9. Legislative Relations Committee
 - a. Hawai'i Promise Scholarship
 - i. Senator Ickes reported that the Hawai'i Promise Scholarship is being expanded to all UH campuses beyond the community colleges.
 - ii. The scholarship has helped nearly 1,000 students from the seven UH community colleges.
 - iii. A dedicated fund for Hawai'i Promise is being sought.
 - b. Senator Ickes reported on [SB2328](#), which mandates the use of Open Education Resources (OER) for all courses in the UH system beginning with the 2020-2021 academic year.
 - i. The bill passed a first reading on January 22, 2018.

- ii. Several senators raised concerns over this bill, particularly regarding its potential violation of faculty rights to academic freedom and intellectual property.
- iii. Concerned faculty are encouraged to contact the office of Senator Kaiali'i Kahele, the introducer of the bill.

10. Student Affairs Committee

- a. Nothing to report.

E. Ad Hoc Committees

1. Course Evaluation System (CES) Committee

- a. Senators Oshiro and Walker noted that they are awaiting one more division's vote on the sharing option of the CES. Senators Oshiro and Walker will provide a report to the Faculty Senate once voting has concluded.

2. Alternate Class Schedule Committee

- a. Senator Boydston noted that the proposed implementation date of Spring 2019 for an alternate schedule has been changed to Fall 2019, the beginning of the 2019-2020 academic year.
- b. Senator Chou noted that the proposed noon lunch hour, or "power hour" when no classes are scheduled, is more likely to be scheduled on a Monday-Wednesday schedule rather than on a Tuesday-Thursday one as students and faculty are already accustomed to classes that run from 12:00-1:15 p.m.

VII. Unfinished Business

- A. No unfinished business.

VIII. New Business

- A. No new business.

IX. Announcements.

- A. No announcements to report.

- X. Adjournment.** The meeting was adjourned at 4:20 p.m. Next Meeting: February 21, 2018 in the Ka'ala Room, GT-105, 3:00–5:00 p.m.

Respectfully submitted by Michael Oishi, Secretary