



UNIVERSITY of HAWAII®  
**LEEWARD**  
COMMUNITY COLLEGE

**ALTERNATIVE CLASS SCHEDULE COMMITTEE**

*An ad-hoc committee of the Leeward Community College Faculty Senate whose primary task is to advocate for and seek ways to effectively implement flexible scheduling for the Leeward Community College Campus*

**MEMBERS:**

Senator Lexer Chou (co-chair)

Senator Jeremiah Boydston (co-chair)

2 MAY 2018

**ALTERNATIVE CLASS SCHEDULE COMMITTEE END-OF-YEAR REPORT FOR ACADEMIC YEAR 2017-2018**

During the 2017-2018 academic year the Alternative Class Schedule Committee continued its work with faculty, division chairs and administration by advocating for the advantages of flexible scheduling, which entails moving Leeward CC's current five-day teaching schedule to a four-day schedule wherein the majority of 50-minute classes currently being offered three days per week would be offered as 75-minute classes twice a week. This report will summarize the committee's work.

**MEETING WITH DIVISION CHAIRS, 19 JANUARY 2017**

Co-chair Jeremiah Boydston attended the division chair meeting, which was facilitated by Vice Chancellor for Academic Affairs (VCAA) Della Teraoka. The purpose of the Senator Boydston's attendance was threefold: to solicit division chair feedback on flexible scheduling, to answer questions regarding flexible scheduling, and to further promote the advantages of flexible scheduling. The majority of division chairs in attendance expressed their support for flexible scheduling. The one division chair who expressed opposition did so based on the scheduling needs of her division. VCAA Teraoka also voiced her support for flexible scheduling.

**MEETING WITH VCAA TERAOKA, 19 APRIL 2017**

Co-chairs Boydston and Chou met with VCAA Della Teraoka to discuss a mock schedule that Della put together in order to show how flexible scheduling would impact classroom appropriation. The schedule included all divisions except for Professional Arts & Technology, which, according to Della, "have very defined schedules that will most likely not change in the new model."

**SHARING OF MOCK SCHEDULE WITH DIVISION CHAIRS, MAY 2017**

Portions of the mock schedule were sent to their respective division chairs for review, which they were asked to share with their faculty. Co-chairs Boydston and Chou then crafted a survey to solicit feedback from faculty regarding the schedule. Results from this survey were collected on 22 May 2017. The results of the survey are as follows:

**Question 1:** Shall Leeward CC adopt a 75-minute class 2-day-a-week schedule similar to that in effect at Windward, Kapiolani and Honolulu Community Colleges to replace a 50-minute class 3-days-a-week schedule?

- 90% of faculty responded “yes”

**Question 2:** Would you be open to adopting the proposed draft schedule even if your class has to potentially start 30 -60 minutes earlier?

- 82% of faculty responded “yes”

**Question 3:** Would you be open to adopting the proposed draft schedule even if your class has to potentially start 30 - 60 minutes later?

- 80% of faculty responded “yes”

### **ADDITION OF A “LUNCH HOUR”**

The “lunch hour” is a proposed period of time in which classes are not scheduled to allow for programming such as workshops and events for students and faculty/staff. In recent years attendance at programs have declined due to the back-to-back scheduling of classes. The Student Government President, Kristina Nip, shared with Vice Chancellor Della Teraoka at the October 5, 2017 Student Government meeting that the UH Student Caucus was interested in hearing back from campuses about the concept of a “lunch hour.” Kauai Community College encouraged other campuses to implement a lunch hour due to their success with their new schedule. Anderson shared that Leeward CC had a lunch hour in the past and was in support of including it into a flexible schedule.

### **MOTION TO FACULTY SENATE DURING 18 OCTOBER 2017 MEETING**

Based on the support from both faculty and administration, co-chairs Boydston and Chou presented a motion to adopt flexible scheduling in Spring 2019. The senate approved.

During the meeting, co-chair Chou also presented the concept of a lunch hour, which would be incorporated as part of flexible scheduling. Proposed at a Student Government meeting earlier in the month, the lunch hour would run from 12:00 to 1:00 p.m. Classes would not be scheduled at this time. The concept received support from VCAA Teraoka.

During a meeting between the Faculty Senate Executive Committee and administration, it was decided that the original Spring 2019 implementation date for flexible scheduling would not be feasible since the academic year begins in Fall 2019. Following this meeting, the proposed implementation date was changed to Fall 2019.

### **CURRENT STATUS OF FLEXIBLE SCHEDULING**

As it stands, the Fall 2019 implementation date remains in place, and the decision to ultimately implement flexible scheduling resides in the hands of administration. Co-chairs Boydston and Chou continue to receive periodic updates from administration and will report any significant developments to the Faculty Senate as they arise.

Respectfully submitted by Senators Jeremiah Boydston and Lexer Chou