Faculty Workload: The committee continues to be open to feedback on faculty workload issues. One issue in particular that we are looking into is whether there are inequities in the Policy on Teaching Equivalencies, which is part of the BOR-UHPA Contract.

Sabbatical Leaves: A question arose about how decisions are made about sabbatical applications. There is a need to make this process transparent. One question is an apparent lack of correlation between the rubric used to evaluate sabbatical leave applications and the description of sabbatical leaves in the BOR-UHPA Contract.

Sustainability Across the Curriculum: The University of Hawai‘i has a Systemwide Sustainability Council. At a recent Sustainability Summit held at the Manoa Campus, there was ongoing discussion about how to facilitate the inclusion of sustainability-related topics into the curriculum, in accordance with the UH Board of Regents Policy EP4.202: System Sustainability, adopted on February 25, 2015, which includes Curriculum as one of its key sections. Section III B of the Policy says: “The University will encourage, facilitate and support curriculum development that advances the principles of sustainability and enables cross-campus collaborations that integrate teaching and research with solutions at the campus and community levels.” Note that there is no attempt to force any faculty member to include such themes in their classes. https://www.hawaii.edu/policy/?action=viewPolicy&policySection=ep&policyChapter=4&policynumber=202).

Some Faculty Senates have a Sustainability Sub-committee as part of their Curriculum Committee. Others have an Ad Hoc Committee on Sustainability, and others include this as the work of their Faculty Committee. The next Leeward CC Faculty Senate will need to consider if it wishes to address the inclusion of Sustainability and Curriculum matters. The Faculty Committee may be the best committee to address this here.
I. Report on the UHCC Faculty Senate Subgroup on Academic Policies, Spring 2016

A. It was announced that the following two policies are now in effect as of March 2016:

1. **UHCCP # 1.105 Council of Community College Native Hawaiian Chairs:**
   “The purpose of this council is to “provide a formal, independent voice and organization through which the Native Hawaiian constituencies of the University of Hawai‘i Community College (UHCC) system can participate in the development and interpretation of systemwide policies and practices as they relate to Native Hawaiian programs, activities, initiatives, and issues.”

   [Link to policy]

2. **UHCCP # 8.200 Financial and Operational Oversight of Revenue Generating and Financially Self-Sustaining Programs:** “This policy provides additional guidance to campus administrators in carrying out financial and operational managerial oversight of programs and shall apply to all programs that are established to be operationally self-sustaining or ancillary services that are incidental and may be commercial in nature from the educational mission of the University of Hawai‘i (UH) and campus. Such programs shall include, but are not limited to:
   - Art Galleries
   - Automotive Services – provided to the general public for additional learning experience for students
   - Concession/Vending Contracts – beverage dispensing rights, food trucks, coffee, sandwich, hotdog, snack food etc.
   - Conference Center Programs
   - Commercial Enterprise activities
   - Culinary Arts – campus food service operations and catering.
   - Office of Continuing Education and Training (OCET)/Pacific Center for Advanced Technology Training (PCATT)
   - Parking Operations
   - Theatre Operations”

   [Link to policy]
B. Issues Considered by the UHCC Faculty Subgroup on Academic Policies. This Subgroup met on January 29, 2016, convened by Cheryl Chappell-Long, Director of Academic Planning, Assessment, and Policy Analysis, UHCC. There was one representative from each of the CC’s at the meeting. Issues discussed included:

**N Grade:** The N grade has been a topic for this committee for some time, as there is concern about inconsistent use of it. At this January meeting, there was another lengthy discussion. The N grade is used on most CC campuses, though not at Kapi’olani CC. The percentage of N grades assigned as well as the courses in which the N grades are assigned varies significantly among colleges. Faculty using the N grade feel strongly that they should be allowed to assign an N grade. Faculty not using the N grade feel equally strong that it should not be used.

I reported that, in the past, the N grade was an option for all faculty at Leeward CC, but the accreditation team from ACCJC criticized the way it was used here, so the remedy was that the Leeward faculty voted to retain it only in developmental education classes. That change was approved by ACCJC, so there has been reluctance to change it here.

The UHCC committee members realized that there is no consensus and the committee will not consider it further. Committee Chair Cheryl Chappell-Long agreed to discuss this with VCAAs and to recommend that colleges discuss college-level policy/practice for consistency and fairness to students.

**GenEd Course Consistency among Associate Degrees:** The question has been raised as to whether the General Education requirements should be standardized for all AA, AS and all AAS degrees. A problem is that a student who has met the general education requirement for an AA and then changes the major to an AS program may no longer meet the general education requirement. If the student meets with a counselor/advisor, an exception may be made manually. However, as the UHCC system moves to using STAR as a registration tool, the student would be encouraged to take a new course to meet the general education requirement. Cheryl Chappell-Long will take this issue to VCAAs for review.

II. Other Issues

A. Sabbaticals: A question arose about how decisions are made about sabbatical applications. There is a need to make this process transparent. I am looking into how these decisions are made on other campuses, to see if there is consistency.
B. Faculty Workload: Do faculty members feel that their workload is increasing? If so, in what ways? Please contact me with feedback about this.

Respectfully submitted,

Eileen Cain, Chair, Faculty Committee