I. Call to Order @ 3:08 pm after quorum of 16 established.

The following are the APPROVED regular Faculty Senate Meeting Minutes for March 16th, 2016. This regular meeting takes place in GT-105 and is scheduled from 3:00pm-until adjournment. Faculty Senate Chair, Momi Kamahele, Faculty Senate Vice Chair, Eiko Kosasa were present at this meeting. Faculty Senate Secretary, Michael Cawdery was absent. Senator Wayde Oshiro volunteered to serve as Secretary for this meeting.

II. Approval of Minutes

Modifications to the March 16, 2016 Faculty Senate minutes were requested and subsequently approved.

Remove link to Senator May’s document describing technology equipment forms in the Business Division and replace it with the following statement:
“Senator May brought up the issue of a contract form in the Business Division between faculty and division regarding electronic equipment and a contract submitted to faculty. Discussion ensued and no action was taken by FS.”

VOTE: Y-13 N-3 A-3

III. Faculty Senate Reports

A. Chair’s Report (Kamahele).

1. ACCFSC 3/18: Gary Rodwell, Star Technology, gave a presentation on the STAR system and how it promotes the 15 To Finish initiative; Kuali Financial System implementation in 2017; e-CAFE will be replaced by CAP.

2. Campus Council 4/4: Information was provided on committee motion on technology equipment procedures across campus; Ad Astra was hired by the campus to analyze classroom scheduling - data will be available by fall.

3. Leeward Administration 4/11: HART/Kiewit contract dispute resolved and OCEWD move is proceeding; adoption of a retroactive grade policy recommended by Curtis Washburn, Dean of Student Services.

B. Executive Committee (Kosasa).

1. University Council on Articulation (UCA) (Kosasa): UHM transitioning from symbolic (FS) to quantitative (FQ) reasoning hallmarks starting fall 2018; transfer numbers from CCs to four-years will impact performance based funding but counts reported by CC and UHM are tallied differently.

C. Standing Committees


Reviewed Institutional Priorities process and feedback was the lack of follow-up, especially items that received funding; request info on past year’s funded items and the rationale; Turnitin.com is available at Hawai`i CC, Kaua`i CC, Maui CC, Windward CC, and UHWO, most recent quote is $12,865.

15.91 Motion (Albritton) On behalf of the Curriculum Committee, Senator Albritton moved that the Faculty Senate adopt the current COURSE proposal questions in the Kuali Student Curriculum Management (KSCM) system, the "red" questions, and the Distance Education (DE) questions.

VOTE: Y-20 N-0 A-0 Motion passed.

15.92 Motion (Albritton) On behalf of the Curriculum Committee, Senator Albritton moved that the Faculty Senate adopt the current PROGRAM proposal questions in the Kuali Student Curriculum Management (KSCM) system.

VOTE: Y-20 N-0 A-0 Motion passed.

15.93 Motion (Albritton) On behalf of the Curriculum Committee, Senator Albritton moved that the Faculty Senate adopt the following course deletions (3 courses): ENG 19, ART 100, ART 114

VOTE: Y-20 N-0 A-0 Motion passed.

3. Faculty Committee (Cain). Report linked here: https://goo.gl/bDSp6f

Described two new policies - UHCCP #1.105, the formation of the Council of Community College Native Hawaiian Chairs and UHCCP #8.200, Financial and Operational Oversight of Revenue Generating and Financially Self-Sustaining Programs, sabbatical approval process, N grade; faculty workload issues

D. Ad Hoc Committee Report

1. Revision Charter/Bylaws (Kosasa). Voting Item.

15.94 Motion (Kosasa) On behalf of the Faculty Senate Ad-Hoc Committee to Revise the Charter and Bylaws, Senator Kosasa moved that the Faculty Senate adopt the correct title from “Academic Support” to “Academic Services” made to the Charter, Article IV: Membership in and Composition of the Faculty Senate, Section 4.

VOTE: Y- 20 N-0 A-0 Motion passed.

IV. Unfinished Business

A. Campus Purchased Electronic Equipment Contract (May)
15.95 Motion (May) In light of the Campus Purchased Electronic Equipment Contract dated January 27, 2016, that a Business Division faculty member refused to sign, forcing the faculty member to surrender their laptop computers, Senator May moved that faculty members should not be required to sign any contract that has not been reviewed by UH legal counsel and approved by Leeward CC administration.

VOTE: Y-3 N-13 A-3 Motion did not pass.

B. Ad Hoc Committee Membership for Alternative Course Schedule

15.96 Motion (Albritton) Senator Albritton moved that Faculty Senate adopt the establishment of an ad hoc committee called the “Alternative Class Schedule” Committee whose purpose, membership and length of time shall be as follows:

   Purpose: Explore and make recommendations on the possibility of a campus-wide alternative course schedule

   Membership: May consist of up to 11 members.
   1. Co-chairs (two Faculty Senate members) and
   2. Eight faculty members - one from each of the six divisions, one from Academic Services, and one from Student Services
   3. Student government representative

   Length of time: One academic year - AY 2016-17

VOTE: Y-16 N-1 A-1 Motion passed.

C. Alternative Course Schedule - Tabled to May meeting.

V. New Business

A. Institutional Priorities (IP) (Kosasa)—Voting Item.

15.97 Motion (Kosasa) Senator Kosasa moved that the Faculty Senate approve the Institutional Planning List 2016-17 with the following addition: A one-year Turnitin.com for approximately $12,865.

VOTE: Y-18 N-0 A-0 Motion passed.

B. Other - Retroactive Grade Changes-Voting Item.

15.98 Motion (Cain) Senator Cain moved that Faculty Senate recommend a policy on retroactive grade changes that considers a period of 2 years.
VOTE: Y-20 N-0 A-0 Motion passed.

C. Other -

15.99: Motion (May) On behalf of the FS Budget & Planning Committee, Senator May moved to request that the first step in the Leeward Community College Planning and Budgeting Process Timeline and Responsibilities 2016-2017 be a written report of the items from the previous year’s planning lists that were and were not funded along with a rationale starting in 2016-2017. This report should also include the operating budget and clearly show the relationship of the planning lists to the operating budget.

VOTE: Y-18 N-0 A-0 Motion passed.

Motion made to amend statement by adding “starting” before “in 2016-2017.”

VOTE: Y-18 N-0 A-0 Motion passed.

VI. Announcements

A. Ad Hoc Committee on Teaching Awards Report (Lum). Tabled.

B. Other: On behalf of Senator Chou, Senator Walker requested faculty participation in commencement; Senator Polo promoted the “Bingo and Mingle” event on April 27 at 4:30 PM in GT 105.

VII. Adjournment at 6:00 pm

Next Meeting: May 4, 2016 in GT 105, 3:00 – 5:00pm

These minutes were compiled and presented by Wayde Oshiro, stand-in for Leeward CC Faculty Senate Secretary, Michael Cawdery.
Retained for use when report shared during next meeting

Report given. Report linked here:  https://goo.gl/3T1xgw

Senator Lum reported on the changes made to rubrics for all teaching awards; recommendations include a new reward for non-teaching faculty; a website devoted to campus awards, nominating committee membership should include faculty only; double the value of teaching in the rubrics; evaluations for students from 2 years to 4 years; stronger weighting towards providing evidence. Senator Lum will share documents with senators via email and the committee is requesting feedback.

Timeline: https://goo.gl/tPq2n6

BOR Excellence Rubric:https://goo.gl/UYfB6h
Frances David Rubric:https://goo.gl/6wqf8F
Lecturer Rubric: https://goo.gl/cxhdRm