Academic Senate Meeting Minutes 2014-15

Date: Friday, 04/24/2015 Time: 12:00pm Location: 388-103 EH, West Hawaii B3, ACR	Members Present: Annie Brown, Gayle Cho, Malcolm Chun, Sandra Claveria, Toni Cravens, Erick Cremer, Sharon Dansereau, Donna Marie De Silva, Kenoa Dela Cruz, Renee Dela Cruz, Harold Fujii, Garrett Fujioka, Grace Funai, Sam Giordanengo, Gene Harada, Chris Jacobsen, Gabe James, Billie Jones, Robyn Kalauli, Colby Koreyasu, Kanoe Lambert, Jessica Lerma, Jim Lightner, Darrell Miyashiro, Donna Moore, Carrie B. Mospens, Violet Murakami, Caroline Naguwa, Trina Nahm-Mijo, Helen Nishimoto, Joel Peralto, Michelle Phillips, Petri Pieron, Christine Quintana, Kaleo Quintana, Noelie Rodriguez, Jeanne Ryan, Deseree Salvador, James Schumaker, Janet Smith, Mitchell Soares, Joel Tanabe, David Tsugawa, Leanne Urasaki, Wilton
	Watanabe, Claudia Wilcox-Boucher, Mai Wong
Call to Order: 12:01 pm	Guests: Victor Rasgado, Shyann Viernes
By: Joel Peralto	
Mins: Carrie B. Mospens	

ΤΟΡΙϹ	DISCUSSION	ACTION / PERSON RESPONSIBLE	TARGET DATE
1. Ascertain quorum	Meeting called to order by the Chair at 12:01 pm with 21 senators (including 4 Executive Committee members) present.		
2. Approval of March 20, 2015 Minutes	Motion to accept the March 20, 2015 minutes with minor corrections being made. (Wilcox-Boucher/Pieron) Motion carried unanimously by voice vote.	Motion Carried	
3. Reports from Administration 3a, 3b	See Attachments 3a & 3b		
4. Chair's Report	No report		

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5. Standing and ad hoc Committee Reports			
a. Curriculum Committee	No Report		
b. Faculty Policy Committee	No Report		
c. Educational Policy Committee	No report		
d. ad hoc Writing Intensive Committee	No report		
e. ad hoc General Education Committee 5e	See attachment 5e		
f. ad hoc Distance Learning Committee 5f, 5f-1, 5f-2	See attachment 5f, 5f-1, 5f-2		
g. ad hoc Curriculum Central Committee	No Report		
6. Old Business			
b. Administration Eval/Assess Proposal Draft (FPC) 6b, 6b-1	Faculty Policy Committee Co-chair Giordanengo reported that the administration job descriptions were provided to the FPC. Since the descriptions numbered approximately 40 pages in length, the committee has drafted a briefer version. Noted that the Senate/Executive Committee needs to determine a deadline for		

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	feedback/response from Administration. Question posed: It was originally proposed that each administrator would be evaluated individually. Why did that change? To deter "axe-grinding" the administration is being considered as a team. However, format is open-ended and faculty members are free to write in comments to provide feedback about individual administrators. Question posed: How often will the assessment be administered? Every spring (administration to prepare responses over the summer and provide to the Academic Senate in the fall). FPC is currently developing the logistics related to management of the assessment. Discussion ensued.		
	Motion to send the FPC administration evaluation proposal back to the FPC and that David T. forward his notes from the Ad Hoc Committee to the FPC and the Academic Senate to ensure transparency. (Nishimoto/Nahm Mijo)	Motion Defeated	
	Move for secret ballot (X/X) Motion carried by secret ballot. 11 votes in favor, 17 votes against, 2 abstentions		
	Motion to amend Administration Assessment tool to strike the word "three" from items 1 and 2. (Pieron/Dansereau) Motion carried by voice vote. 2 abstentions	Motion Carried	
	Motion to accept the Administration Assessment Survey as amended. (Committee recommendation)	Motion Carried	

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	Move for secret ballot (Giordanengo/Fujii) Motion carried by secret ballot. 22 votes in favor, 5 votes against, 1 abstention		
d. HAW 5.701 Application for Graduation Policy (EPC) 6d-for deletion	Motion to change title of administrative practice "Graduation Information" to "Awarding of Degrees and Certificates" and format awarding of degrees and certificates into policy to replace HAW 5.701 (Committee recommendation)	Motion Rescinded	
	Clarification: Is there other information in that section not related to awarding of degrees and certificates? No		
	Request to see policy in current form. Comment: Procedure was not followed. Permission to format does not need to go to the VCAA. It goes to Chancellor's office. Question posed: Why was a new policy drafted instead of modifying the old one? We received the recommendation from the Registrar. Question posed: Is there something in the policy that indicates that students need to apply for graduation in addition to being automatically conferred? This is an issue because not all students are being identified. Reply: No		
	Original motion rescinded.		
	Noted that Senator Nishimoto volunteered to chair the EPC for the next academic year.		
f. Awarding of Degrees/Certificates (EPC) 6f	6 f is being used to replace 6d.		

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7. New Business	Motion to move new business to the top of the order. (Fujii/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	
a. Curriculum Proposals 7a	Motion to accept program modifications to delete ENG 21 or 22 and Math 55 requirements from the Machine, Welding and Industrial Mechanics Certificate of Achievement. (Salvador/Giordanengo) Motion carried unanimously by voice vote	Motion Carried	
	Motion to combine course modification proposals for AMT 40C, 46 and 50; AMT 53, 55, and 57; and AMT 60H, 60I, 60J, 60K. (Giordanengo/Lerma) Motion carried unanimously by voice vote.	Motion Carried	
	Motion to accept course modifications for AMT 40C, 46, and 50; AMT 53, 55, and 57; and AMT 60H, 60I, 60J, 60K to require a "C" or better in coursework for the previous term. Motion carried unanimously by voice vote.	Motion Carried	
	Motion to accept new course proposal for WS 175: Gender, Sex, and Sexuality to 1500. (Fujii/Giordanengo). Motion carried by voice vote. 1 abstention.	Motion Carried	
	Motion to accept new program proposal for Certificate of Achievement - Geomatics and new courses associated with the program: AEC 112, 113, 129, 150, 234, 235, 241, 247. (Salvador/Giordanengo) Motion carried unanimously by voice vote	Motion Carried	
	Motion to accept new program proposal for Certificate of Competence - Geospacial and new courses associated with the	Motion Carried	

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	program. (Fujii/Giordanengo) Motion carried unanimously by voice vote.	RESPONSIBLE	
	Motion to accept new program proposal for Certificate of Competence for Lot Design and AEC 128. (Fujii/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	
	Motion to combine program modifications for CA AEC; and 7 new courses: AEC 100, 230, 233, 238, 240, 242, 249; and one course modification, AEC 120. (Fujii/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	
	Motion to accept program modifications for AAS-AEC (Fujii/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	
	Motion to combine course deletions for BLPR 20 and 30E. (Fujii/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	
	Motion to accept course deletions for BLPR 20 and 30E. They have been unused for ten years. (Fujii/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	
	Motion to accept course modifications for BLPR 30F to change contact hours from lec/lab to lecture 3 credits. (Fujii/Giordanengo Motion carried unanimously by voice vote.	Motion Carried	
	Motion to approve course modification for NURS 101. (Fujii/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	

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	Motion to combine course modifications for NURS 120 and 122 to change course descriptions and realign contact time. (Fujii/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	
	Motion to approve course modifications for NURS 120 and 122 to change course descriptions and realign contact time. (Fujii/Giordanengo). Motion carried unanimously by voice vote.	Motion Carried	
	Motion to approve program modifications to reduce core area credit requirements, increase elective credits to align with the UHCC System and meet HAPC requirement for the AA Liberal Arts degree. (Fujii/Giordanengo) Motion carried by voice vote. 44 votes in favor, 2 votes against, 1 abstention	Motion Carried	
	Motion to amend motion to strike ENG 102 from the core requirements of the slimmed down AA. (Giordanengo/Wilcox-Boucher)	Motion Rescinded	
	Point of order: This proposal has been recommended to the Senate as passed by the GEC. The proposed amendment significantly changes what was proposed and accepted by the GEC. Chair Peralto agrees that the proposal would need to go back to committee for reconsideration.		
	Call for the question to vote on the amended motion. Motion to amend rescinded.		

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b. Ad-Hoc DE committee proposal 7b	Noted that there is a discrepancy in wording between the advising sheet and the proposal. Discussion ensued. Clarified that Math 100 has not been GE designated yet so the advising sheet states "or any math course meeting GE quantitative reasoning." Motion to insert the word "math" into the original proposal to match the advising sheet and the intent of the committee when they passed this proposal. (Nishimoto/K. Dela Cruz) Motion carried unanimously by voice vote. Concern that the language that was used for the vote was different. However, this is a logistical issue because Math 100 is not currently GE certified. Co-chair Kalauli added that Math 100 has been reviewed by the GEC, and it should go through relatively quickly. Chair Urasaki explained that the current Ad Hoc Distance Education Committee is expiring. As a result, the DE committee is not quite ready to ask to become a standing committee, they are requesting ad hoc status. Draft charge provided in attachment 7b.		
	Motion to extend the term of the current Ad Hoc DE Committee. (Urasaki/Giordanengo) Motion carried unanimously by voice vote.	Motion Carried	
	Motion to approve the new charge for the new Ad Hoc DE Committee which has just been extended for two years.	Motion Carried	

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c. GEC course designation – ANTH 150 7c	 (Urasaki/Claveria) Motion carried unanimously by voice vote. Question posed: How would policy be developed? It would be brought to the Academic Senate to be given to committee. The General Education Committee voted unanimously to accept ANTH 150 for GE designation. Motion to accept GE designation for ANTH 150. (Committee recommendation) Motion carried unanimously by voice vote. 	Motion Carried	
e. GEC CTE recommendation 7e	Co-Chair Kalauli shared the GEC's recommendations pertaining GE course designations for CTE. Nursing expressed concern about not being aware of this discussion, despite NURS being CTE. Request to be included in the process. Motion to accept CTE recommendations (items 1-3 on the Ad Hoc General Education Senate Report: April 2015) from the GEC.	Motion Carried	
f. HawCC student government issues 7f, 7f-1	(Fujii/Pieron) Motion carried unanimously by voice vote. Senator Wilcox-Boucher reported that the Executive Committee me with student government leaders who wished to voice concerns regarding the operation of the student government and student activities. As a result of this meeting, the Executive Committee would like to support the students in resolving their issues with administration by providing the drafted resolution found in attachment 7f-1.		

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	Motion to accept drafted resolution on behalf of the students. (Claudia/Fujii) Motion carried unanimously by voice vote.	Motion Carried	
	Noted that this is actually the 6 th year that this has been a problem. Question: Did we get a "closing of the loop" from admin last year? Do we want to request that admin report back to the Senate about the steps taken to address the issue? We had a visit from the VCSA		
	Discussion ensued. Suggestion made to amend the resolution to state: "We, the Hawai'i Community College Academic Senate, request that administration provide the Senate with a written repor with actions taken to resolve these ongoing issues by the first Senate meeting of fall 2015." Chair Peralto will amend the resolution accordingly and send to administration on behalf of the	Chair Peralto	
	Academic Senate.	Feralto	
	Motion to accept changes to the resolution. (Fujii/Claveria) Motion carried unanimously by voice vote.	Motion Carried	
g. UHPA report – DTsugawa	Reminder to attend tonight's UHPA party in honor of JN Musto.		
h. FPC Chair nomination - SGiordanengo	Motion to approve co-chairs Erick Cremer and Sharon Dansereau for the FPC. (Giordanengo/Pieron) Motion carried unanimously by voice vote.	Motion Carried	
8. For the Good of the Order	-Senator Nishimoto informed the Academic Senate that CERC has changed to a three year cycle and many units have yet to submit their comprehensives. She warns that anyone who does not submit their comprehensive on time, will not have their budget asks	t	

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	 considered. Also be forewarned that CERC is a lot of work. Question posed for the Academic Senate: Is anyone else struggling with attending to policy that is already in play? Nature of process (living documents, revisions, updating). -Mahalo to Claudia for organizing Earth Day! 		
9. Adjourn	 Motion to adjourn. (Wilcox-Boucher/Giordanengo) Motion carried unanimously by voice vote. Meeting adjourned at 2:35pm by Chair Joel Peralto Next meeting Thursday May 7, 2015 3:00-5:00 pm, Bldg. 388, Room 103 and Polycom to West HI B3, ACR 	Motion Carried	