

**Minutes: Academic Senate of Hawai'i Community College
Friday, January 25, 2019 12-2 PM**

Location: 388-101 (Manono & Koali, Rm. 101 (Pālamanui)

Call to Order: 12:07 PM Claudia Wilcox-Boucher (Chair)

Minutes: Robyn Kalauli (Secretary)

Attendees: Vivian Chin, Gordon Ching, Sandra Claveria, Toni Cravens, Erick Cremer, Karen Crowell, Tanya Dean, Kenoa Dela Cruz, Reshela DuPuis, Donna De Silva, E. Kalani Flores, Harold Fujii, Grace Funai, Lisa Fukumitsu, Samuel Giordanengo, Laura Hill, Lucy Jones, Robyn Kalauli, Drew Kapp, Kristine Kotecki, Glenn-Dee Kuwaye, Donna Madrid, Josh McDaniel, Carrie Mospens, Ruria Namba, Helen Nishimoto, Jesna Nissam, Cheryl Pavel, Michelle Phillips, Christine Quintana, Kaleopono Quintana, Noelle Rodriguez, Deseree Salvador, Pamela Scheffler, James Schumaker, Kate Sims, Jana Smith, Neva Supe-Rogue, David Tsugawa, Debra Weeks, Claudia Wilcox-Boucher

1. Ascertain quorum (10 senate members including 3 Exec. Comm. members)

- Quorum ascertained

2. Roll Call and Introductions

Guest: Mary Washington HawCC Institutional Researcher (Kauhale Analytic & Intelligence Office)

3. Approval of the December 7, 2018 minutes– Att. 1

- Motion to approve minutes (Harold Fujii/Carrie Mospens)
- Minutes approved

4. Old Business – items for discussion/revision/approval

a. CRC – (Jana Smith) Att.2, 2.A,

b. DE – (Kate Sims) Att. 3

c. EPC- (Toni Cravens) Att.4

d. FPC – (Karen Crowell) Att.5

e. GEC- (James Schumaker and Caroline Naguwa) Att. 6

f. HAP- (No'el Tagab-Cruz) Att. 7 (UPDATED)

g. WI – (Sharon Dansereau) Att. 8

h. Sustainability – (Drew Kapp) Att. 9 (REVISED)

i. Bullying Survey for Hawai'i CC Report (AdHoc Committee/task force with College Council and Administration) no update

- Motion to make Old Business into a consent agenda (Harold Fujii/Jana Smith)
- Motion to move to approve Old Business as a consent agenda (Sam Giordanengo/Donna Madrid)
- Motion approved

5. New Business

- a. Curriculum Review Process - Draft Att. 10
 - Motion to accept Curriculum Review Process Draft Policy (Att. 10) (Sam Giordanengo/Harold Fujii)
 - Motion approved
- b. Closed Session- should be referred to as Executive session
 - Motion to go into Executive session (Harold Fujii/Reshela DuPuis)
 - Motion approved (1 abstention)
 - Motion to move out Executive session and into regular session (Jana Smith/Harold Fujii)
 - Motion approved

6. For the Good of the Order

- a. UHPA Update (David Tsugawa) Att. 11
 - Kristeen Hanselmann, UHPA Executive Director, is stepping down; the UHPA BOD is moving forward with a search to replace her by fall 2019.
 - This spring, the serving terms for all UHPA BODs and Faculty Representatives will expire. Elections for both BOD and FacReps will be later this spring.
 - If anyone is interested in becoming a BOD for our union, see the January 7th email from UHPA or ask David about how to nominate/self-nominate.
 - First term FacReps can run again for a second term. If you're interested in becoming a FacRep, see the January 14th email from UHPA or ask David.
- b. SAVE THE DATE: EARTH FAIR 2019 April 26, 2019 8:30am-2pm UHH Campus
- C. Motion to form a Senate taskforce to express faculty issues/concerns and solutions regarding the conversation in the Executive session (Josh McDaniel/Carrie Mospens).
 - Motion approved (1 opposed)
 - Josh McDaniel will be chair (pending approval of MNS DC); Jana Smith volunteered to be a member of the taskforce.
 - Only those present for the Executive session may join the taskforce.
- D. Reshela DuPuis shared how she received a workplace injury due to tangled computer cords on the floor in a room on the Pāalamanui campus. She urges us all to please be proactive about these types of hazards to prevent future injuries from occurring.
- E. Hawai'i CC AJ Club Pu'uhonua Forum - February 12, 2019 5-7:45 PM 388-101 and 102
 - RSVP on or before February 4, 2019 with Donna Marid or Leah Castillias
- F. Hawai'i Community College Day - February 14, 2019 9 AM - 12 PM
 - For more information and to RSVP, contact Glenn-Dee Kuwaye
- G. It's Our Kuleana: The Story Behind Stay Humble and Pray - February 15, 2019 5-8 PM Manono Campus Cafeteria
 - For more information, contact Claudia Wilcox-Boucher or Donna Madrid

7. Adjourn

- Motion to adjourn (Harold Fujii/Reshela DePuis)
- Motion approved; meeting adjourned at 2:12 PM

Next meeting: Friday, February 15, or 22, 2019 @ 12pm, Manono – 388-103, Palamanui – Koali, Rm.101