

Academic Senate Meeting Minutes 2019-2020

<p>Date: February 28, 2020 Time: 12:00pm Location: 388-103 (Manono), Koali Bldg-101 (Pāalamanui)</p>	<p>Members Present: Lissandra Baldan-Jenkins, Carrie Butler, Vivian Chin (EC), Gordon Ching, Sandra Claveria, Erick Cremer, Karen Crowell, Sharon Dansereau, Donna De Silva, Kenoalani Dela Cruz, Renee Dela Cruz, Harold Fujii, Garrett Fujioka, Grace Funai, Samuel Giordanengo (EC), Meidor Hu, Robyn Kalauli, Colby Koreyasu, Glenn-Dee Kuwaye, Kapena Landgraf, Larissa Leslie, Tamera Loveday, Donna Madrid, Josh McDaniel, Bernard Michels, Luzviminda Miguel (EC), Darrell Miyashiro, Carrie Mospens, Trina Nahm-Mijo, Lew Nakamura (EC), Jesna Nissam, Michelle Phillips (EC), Christine Quintana, Noelie Rodriguez, Deseree Salvador, Jennifer Sims, Jana Smith (EC), Neva Supe-Roque, No’el Tagab-Cruz, David Tsugawa (EC), Brenda Watanabe, Warren Walker, Claudia Wilcox-Boucher (CHAIR) Pāalamanui: Dana Aina, Toni Craverns, Tanya Dean, Laurel Gregory (EC), Lucy Jones (EC), Ruria Namba, Kate Sims</p>
<p>Call to Order: 12:12 pm By: Claudia Wilcox-Boucher (Chair) Mins: David Tsugawa</p>	<p>Guests: Lorianne Fukui-Stoos (FA), Calla Luera (FAO), Sheena Mathews (FA), Naveen Siriah (FA) Guest: Craig Kekahuna (ASUH Co-Vice President)</p>

TOPIC	DISCUSSION	ACTION / PERSON RESPONSIBLE	TARGET DATE
1. Ascertain quorum	Meeting called to order by Chair Claudia Wilcox-Boucher at 12:12pm with 44 senators (including 8 Executive Committee members) present.		
2. Roll Call and Introductions / Guest	No roll call was taken due to the sufficient number attending. Introductions were made. Five guests were present. (Four guests from Financial Aid, one guest from student government)		

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3. Approval of the January 31, 2020 Meeting Minutes Attachment 1	Motion to accept the January 31, 2020 meeting Minutes with corrections. (Fujii/Giordanengo)	Motion carried.	
4. Senate Chair Report Attachment Attachment	<p>New UHCC Vice President Lacro: Move towards more communication. Chair Wilcox-Boucher has invited VP Lacro to attend last Academic Senate meeting in April with consent of Faculty Senate.</p> <p>Share Governance: Questions and concerns about shared governance between College Council, Academic Senate, and Administration.</p> <p>Public Record Testimony on bullying from Helen Nishimoto at state legislature. Bullying and morale have not really been addressed though we have had FS meeting agendas, sub-committees, and surveys. Chair Wilcox-Boucher wanted to share Nishimoto's testimony to put forth question about how to address Nishimoto's concerns.</p> <p>Student Government: Concerns being brought up today by guest are not sponsored by student government. ASUH attended state legislature, concerns at that time included budget, food insecurity, ability to use food stamps/EBTs at our cafeteria, Section 8 cards at school dormitories. Three faculty advisors are sharing position as advisors in student government. ASUH is an independent body.</p> <p>Follow-up: Discussion on supporting Department Chairs and administration regarding training and assistance. Plan created by sub-committee; need for input and submitting plan to administration. Michelle Phillips will present attachment to Chancellor Solemsaas at the March 13 meeting for Tenured Faculty Training and will share the attachment with VCAA Onishi.</p>		

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Attachment	<p>COVID-19 Update from UH President Lassner. Reminder of precautions.</p> <p>Question about UHCC VP Lacro attending Faculty Senate meeting. Chair Wilcox-Boucher feels it is important for a face-to-face meeting with faculty senate, and requests committee chairs to forward any concerns before April 24 Academic Senate meeting.</p>		
<p>5. Old Business – Items for Discussion/ Revision/Approval Two Attachments</p> <p>Two Attachments</p>	<p>a. CRC – (Jana Smith)</p> <ul style="list-style-type: none"> ○ December meeting with DCs, administration about proposal workflow. Faculty is aware keeping curriculum review under purview of faculty. Request for academic senate to approve of workflow. ○ Question about timeline for submitting proposals. Explanation given. ○ Motion to approve CRC workflow. (Giordanengo/Dansereau) Question: How much time will the proposed workflow process add to the process? Proposed workflow will not lengthen time for CRC approval process but will make it more efficient. Approved curriculum needs to be finished for school catalog and STAR, and the proposed workflow will help streamline process. ○ Considering hosting a boot camp workshop to help with proposals. Please contact CRC Chair if interested. <p>b. DE – (Carrie Butler) Quality control for DE classes help for DCs in process.</p> <p>c. EPC- (Brenda Watanabe)</p> <ul style="list-style-type: none"> ○ Haw 5.251 COR Policy. EPC got feedback on policy. 	<p>Motion carried. 1 abstention.</p>	

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<p>Attachment.</p> <p>Three attachments.</p> <p>Attachment.</p> <p>Attachment.</p>	<p>Question included why have policy if we already have Kualii? There was a need for consistency as there was no policy in Kualii. Faculty should not give up governance as to what is offered in courses. EPC recommend not giving up policy.</p> <ul style="list-style-type: none"> ○ Motion to approve. (Dansereau/ Giordanengo) <p>d. FPC – (Deseree Salvador) Instructions and Application for Sabbatical Leave. FPC created a form-fillable document for HawCC with editorial changes.</p> <ul style="list-style-type: none"> ○ There is a need for the form-fillable document because HR gives a large packet. The proposed document makes the application process easier. ○ Motion to approve. (Fujii/ Quintana) <p>e. GEC- (Grace Funai and Kapena Landgraf)</p> <ul style="list-style-type: none"> • Streamlined application forms, added essentials. • Motion to approve. (Giordanengo/Fujii) <p>f. HAP- (No‘el Tagab-Cruz)</p> <ul style="list-style-type: none"> ○ Streamlining application process and updating web page. ○ Applying for grant with UH Maui College <p>g. WI – (Sharon Dansereau)</p> <ul style="list-style-type: none"> • Committee met on 2/18/20; reviewing 7 proposals and sharing feedback with proposers. • Sample papers were collected for WI assessment project. <p>h. Sustainability – (Drew Kapp and Debbie Weeks)</p> <ul style="list-style-type: none"> • VISAT volunteer. • Earth Day Fair reminder. 	<p>Motion carried.</p> <p>Motion carried.</p> <p>Motion carried.</p>	

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6. New Business	<p>i. College Council report (Robyn Kalauli, Naveen Siriah) Proposed Policy on Replacement Positions</p> <ul style="list-style-type: none"> • At College Council, concerns were raised of Chancellor Solemsaas' proposal regarding contract renewal which could possibly eliminate position based on need • Motion was made to move proposal to Academic Senate for discussion • Guest Naveen Siriah (FA): Impact of proposal. There is a process in place. Chancellor thought the objections were to the right to re-org, but this is not the case. The concern was that the set procedure should be followed. • When a position has been vacated, changes can be made. There are eight positions that have "special status". Proposal states that anything can be done to these positions. • Question in College Council was also asked about how a proposed policy can become an actual policy. The answer was that if the administration wants a proposed to be a policy, it will become a policy. • UH Manoa has a flowchart that describes the policy for handling positions being filled. The proposal is trying to create a back door to re-org process and an already existing policy. • Question: Is the proposal coming from system or our campus? The proposal is from Chancellor. • College Council Chair Giordanengo: College Council does not have authority to vote for or against the proposal. The Academic Senate answers to the BOR. If the DCs say we need positions, they need to voice their concerns. Recommend the policy be sent to the FPC. • Question: Where does UHPA stand? Concerns about the proposal have been sent to UHPA. Waiting for their response. • Question: What about APTs? Policy has been mentioned to HGEA. • Concern: The system-wide mandate has already eliminated positions resulting in fewer teaching positions. It seems that administration is 		

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	<p>trying to take away more positions.</p> <ul style="list-style-type: none"> • Concern: A position is being suspended or cut due to low enrollment, reason being given is that the faculty is responsible to keep the program enrolled and out in the community to keep enrollment up. Questions: Is it the responsibility for faculty to recruit? What is the role of administration for the health or programs and in marketing? Should faculty be out in the community marketing and recruiting? Concern: Positions being cut if enrollment drops and faculty are held responsible. • Concern: Administration wants to put more on faculty and APTs and yet take away positions, but what is administration doing? • Questions: Is this the kind of top administration we want? Is it time for a change? • Question: We have had a budget deficit for a while. Administration has said we will hold positions this year, but what plans are there for next year? What is the bigger plan for next year? • Comment: A lot of effort is being done by some faculty for recruitment for CTE programs. • Comment: Morale on this campus is down. Students are suffering low morale because of the issues on campus. • Comment: Faculty are funded by General Funds. The state legislature is paying for our positions and not related to student enrollment. • Comment: It is unclear how cutting positions is serving our students. • Question: What has the chancellor done since coming to HawCC that has been significant in moving HawCC towards a positive side? → Comment: The chancellor has wanted to empower faculty and values that. The chancellor started a book club and has provided many training opportunities. • Motion to move policy to FPC for discussion. (Tsugawa/Dela Cruz) • Chair Wilcox-Boucher emphasized the importance of shared governance. What happens in College Council should be discussed in 	<p>Motion carried.</p>	

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	<p>the Academic Senate. Request for FPC to report at the next Faculty Senate meeting.</p> <p>j. Nomination for Senate Chair. Chair Wilcox-Boucher will be ending her term as chair this AY. Past chair is on the EC. The current Vice Chair is willing to be nominated for next chair.</p> <ul style="list-style-type: none"> • Question: Will there be a call for other nominations for the next chair? Answer: A call for other nominations will be sent out soon. <p>k. Presentation on Elama/Hilo One Programs. (Dana Aina)</p> <ul style="list-style-type: none"> • Explanation of what the programs do. • Programs are set up to bring in students who would not have considered going to community college. • Programs have core values. • Programs are focused on Native Hawaiian students. • Programs support success. • For questions or more information, see Dana Aina. • Question: What is administration doing for the programs' activities and publications? → Students are participating in activities that are already being done. • Comment: Administration needs to support student activities and publications. • Question: Can data on how students in Elama/Hilo One compared to HawCC regular students be shared with the faculty senate? → Answer: At the end of the PPT, there is data on student success. • Comment: Be sure that no student names are being shared as that would be a FERPA violation. → Only cohort information is shared, and students sign a waiver to share the cohort information. • Comment: The PPT was not shared. Can the PPT be sent out? → Chair Wilcox-Boucher will send out the PPT right after the academic senate meeting. 		

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	<ul style="list-style-type: none"> • Final comment from Dana Aina: Some students are unprepared for college. Need for summer bridge courses to help prepare students. • Request from Chair Wilcox-Boucher for Dana Aina to return to a future Academic Senate meeting to share data. • Question: Do students have a choice of activities to participate in? → Students have to choose form available and get approval. 		
7. For the Good of the Order	<p>l. UHPA Update</p> <ul style="list-style-type: none"> • New contract negotiations; looking at what other unions are doing • Other campuses are having attacks on faculty rights. If this is happening to any faculty, please let Sam Giordanengo or any UHPA Faculty representatives know. <p>m. Palamanui</p> <ul style="list-style-type: none"> • No report. <p>n. NHERC</p> <ul style="list-style-type: none"> • Named officially changed: Kō Education Center <p>o. DC Training/Orientation. (Michelle Phillips)</p> <ul style="list-style-type: none"> ○ New faculty orientation. Faculty Staff and Development (FS&D) had talked with VCAA Joni Onishi that in the past, information was not being covered. This is not the purview of FS&D to train during orientation. VCAA Onishi said training is in the works. ○ DC Training: Dean Dorado Wilson and Interim Dean Yamamoto said they will do the training. Unclear what will happen on March 13 training. <p>p. Ho'olulu Council. (No'el Tagab-Cruz) Council met today, working on land acknowledgement agreement and how to make Hawaiian language classes free.</p>		

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	<p>o. Free Box. (Noelie Rodriguez) Free box was taken away over the summer at the Manono campus. Should the academic senate ask for the Free Box back at the Manono campus, and make one at the Pāalamanui campus? Comment: Free Box will be put inside building</p> <p>p. From the floor.</p> <ul style="list-style-type: none"> • TLC: Contact Deseree Salvador. There are professional tutors now. • Finalizing Faculty End of Year Dinner plans for Friday after classes are over. 		
8. Adjourn	<p>Next meeting: Friday, March 27, 2020 (Curriculum) @ 2pm, Manono – 388-101, Palamanui – Koali, Rm.107</p> <p>Motion to adjourn: 2:02pm (Fujii/Dansereau)</p>	Motion Carried.	