

Academic Senate Meeting Minutes 2020 - 2021

<p>Date: Friday, August 28, 2020 Time: 12:00 pm Location: Zoom</p>	<p>Members Present: Lissandra Baldan-Jenkins, Carrie Butler, Gordon Ching, Anne Chung, Sandra Claveria, Toni Cravens-Howell, Alma Cremer, Sharon Dansereau, Kate DeSoto, Tanya Dean, Kenoalani DelaCruz, Renee DelaCruz, Susie Dill, Reshela DuPuis, Harold Fujii, Grace Funai, Mari Giel, Sam Giordanengo, Laurel Gregory, Laura Hill, Jennifer Igaya, Robyn Kalauli, Ku’ulei Kanahele, Drew Kapp, Kristine Kotecki, Akeakamakame Kiyuna, Kanoe Lambert, Larissa Leslie, Tamera Loveday, Aimee Maclennan, Donna Madrid, Joshua McDaniel, Luzminda Miguel, Caroline Naguwa, Ruria Namba, Jesna Nissam, Cheryl Pavel, Michelle Phillips, Christine Quintana, Nathaniel Roberts, Beth Sanders, Leilani Schabell, Pamela Scheffler, Jennifer Sims, Kathryn Sims, Janet Smith, Neva Supe-Roque, No’el Tagab-Cruz, David Tsugawa, Leanne Urasaki, Warren Walker, Brenda Watanabe, Debra Weeks, Claudia Wilcox-Boucher</p>
<p>Call to Order: 12:12 pm By: David Tsugawa Mins: Aimee Maclennan</p>	<p>Guests: Helen Nishimoto (ASUH President), Lorianne Fukui-Stoos (FA), Naveen Siriah (FA), Kim Stevens Sugitan (ASUH), Jeffrey Yamauchi (ASUH)</p>

TOPIC	DISCUSSION	ACTION / PERSON RESPONSIBLE	TARGET DATE
1. Ascertain quorum	<p>Meeting called to order by Chair David Tsugawa at 12:12 pm with 58 senators (including 11 Executive Committee members) in attendance.</p> <p>Started slightly behind schedule to allow for all members to locate Zoom ID and get signed in.</p>		
2. Roll Call and Introductions / Guest	<p>No roll call was taken due to sufficient number of members in attendance. Attendance was self-reported in the shared attendance spreadsheet.</p>		

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	Five guests were present (two from financial aid, three from student government, including the ASUH president).		
Announcements	<ul style="list-style-type: none"> a) This meeting will be recorded <ul style="list-style-type: none"> - Concerns expressed over the confidentiality of recordings - It was pointed out that all senate meetings are public so, if we are discussing something sensitive, we can pause the recording and go into executive session. - Chair David Tsugawa to save the meeting recordings locally on his computer. Recordings only to be used to ensure detail and accuracy in the minutes. - Suggestion to delete the recording once the relevant meeting minutes have been accepted and posted. - EC to reach out prior to the next meeting and collect feedback from the senate about concerns regarding zoom meetings and recording of the meetings. b) Question regarding the protocol of secret vote via zoom, as Zoom polling feature is not confidential. Response was to conduct secret polling via Zoom Chat. Secret votes to be sent directly to Vice Chair Toni Cravens over the chat. 		<ul style="list-style-type: none"> c) Prior to the next senate meeting (September 25, 2020)
3. Approval of the April 24, 2020 minutes (Attachment 1)	Motion to accept the April 24, 2020 minutes (Fujii/Wilcox-Boucher) with no corrections.	Motion Carried	

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<p>4. Senate Chair Report</p> <p>See Attachment 2</p>	<ul style="list-style-type: none"> a) Chair Tsugawa encouraged all senators to attend College Council meeting today, Aug 28 2020. The current status of the budget to be discussed in the College Council meeting. b) Suggestion from a senator to make a shared drive to disseminate relevant Senate meeting attachments and minutes instead of sending in multiple emails. <ul style="list-style-type: none"> - This might take a minor amendment to charter. - Chair Tsugawa to work with EC to write a proposal to develop a shared google drive to disseminate information. c) Zoom meetings during COVID-19 – addendum to charter (Attachment 2) <ul style="list-style-type: none"> - Current charter does not include protocol on what to do during circumstances such as a pandemic. An amendment to the senate charter will be required to officially move meetings to Zoom. d) ACCFCS Meeting with UHCC VP Erika Lacro and OVPCC Michael Umebasami about the current budget. (OVPCC Umebasami will be at the College Council meeting to talk to us about the budget) e) Kauai CC – Course cancellation policy (Attachment 3) 		<p>Not Set</p>

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	<p>f) Chair Tsugawa would like to discuss new business re: ASUH Hawaii Community College Student Government prior to discussing old business.</p> <p>Motion to modify the agenda to proceed with new business before old business (Fujii/DuPuis)</p>	<p>Motion Passed</p>	
<p>5. Old Business</p> <p>See Attachment 7</p>	<p>a) CRC (no att.) – Ku’ulei Kanahale/Grace Funai - no report.</p> <p>b) DE (no att.) – Carrie Butler/ Elizabeth Shaver - no report.</p> <p>c) EPC (no att.) – Brenda Watanabe - EPC has not yet met, but are carrying on finishing some policies they started last year. - Credit by Exam PLA (Prior Learning Assessment)</p> <p>d) FPC (no att.) - Alma Cremer - no report - Had first meeting 08/27/2020</p> <p>e) GEC (attachment 7) – Kenoalani Dela Cruz / Kapena Landgraf - Proposals for designation due Sept 30. - Links available on the report. - Look for workshops in September. Re: What is</p>		

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See Attachment 8	<p>GEG? What is GE? And how do you apply for assistance?</p> <ul style="list-style-type: none"> - GEC calling for members (particularly from ETA and Business/Hospitality) <p>f) HAP (no att.) – No’el Tagab-Cruz</p> <ul style="list-style-type: none"> - Had first meeting and will be advising proposal forms and put it on the website soon. - If you’d like HAP designation please apply. <p>g) WI (no att.) – Sharon Dansereau</p> <ul style="list-style-type: none"> - Have a full slate of committee members. - Call for proposals went out 8/24/2020 to apply for a WI designation. - Deadline for spring proposals is 09/14/2020 - Consult with DC if you want to get that proposal in. - WI Designations last for 5 years. - Check out the website if you’re thinking about teaching a WI course. <p>h) Sustainability (attachment 8) - Drew Kapp/ Debbie Weeks</p> <ul style="list-style-type: none"> - Academic subject certificate for sustainability submitted for approval. - New content has been uploaded to the sustainability website. - The Sustainability Initiatives Coordinator for HCC Hilo has fulfilled their contract, so we no longer 		

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	<p>have Charlotte on campus.</p> <ul style="list-style-type: none"> - Want to form another sustainability committee – Kauhale Sustainability that would report to College Council. - First meeting to be held In September. Will resume talks about the S-designation. This should be fully onboard for Fall 2021. <p>i) Bullying Survey for Hawai'i CC Report (Ad Hoc Committee/task force with College Council and Administration – tabled. Will be addressed in new business</p> <p>j) Faculty Concerns Taskforce - tabled. Will be addressed in new business</p>		
<p>6. New Business</p> <p>See Attachment 5. See Attachment 6.</p>	<p>a) ASUH Hawaii Community College Student Government</p> <p>Helen Nishimoto (Attachments 5 and 6). ASUH President Helen Nishimoto's report:</p> <ul style="list-style-type: none"> - Their team has been meeting all summer (bi-weekly). Starting with the new team / continuation with old team. - ASUH had noted that the faculty senate Resolution 2020-#1 was passed and thought that a good way to support faculty would be to propose/implement their own resolution. (see attachment) - ASUH noticed that financial aid was lacking on 		

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	<p>campus. They brought in experts in the field to help.</p> <ul style="list-style-type: none"> - It was noted that the college got rid of the Darwin system of calculating satisfactory student performance). The college's new selection process has not been very good at determining student qualification for financial aid. The students suffered in the long term. - The ASUH Resolution 2020-#1 includes financial aid office issues. - Up to 130 students were dismissed and unenrolled from their classes when they were told that they'd get a pass. Students were forced to go through formal appeal process. - ASUH sent testimony to the Board of Regents. Emails started rolling in requesting BOR attendance in student gov't meetings. - Faculty advisor Lorianne was removed from ASUH after the testimony was sent to BOR. sending this testimony. Upon pleas of reinstating Lorianne, the group was told that they'd be assigned another advisor. - ASUH attended a domestic violence conference this summer <p><u>Discussion/Questions:</u> Q. The charter is pretty clear that student gov't gets to pick their advisors. We are one of the few colleges that allows</p>		

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	<p>this. Did the chancellor or Dorinna give you a reason as to why they are going back on the rules they agreed upon?</p> <p>A. (Nishimoto) - They said it was a work overload issue for Lorianne to help. Student gov't feels that they are being censored by the college. They feel it's a violation of shared governments.</p> <p>Q. The recent resolution that the BOR passed says that you must engage the 3 governing bodies that the BOR oversees. If you have these resolutions that went through, were voted upon, and there's no response (you're being ignored) what is the next possible steps that these 3 governing bodies can do? Can they combine?</p> <p>A. (Nishimoto) - they did make an amendment during the meeting. Amended that all budgetary decisions must include the 3 governing bodies. Faculty, staff, students.</p> <p>Q. Are we participatory governing body or shared governing body? Since we call ourselves shared governance, are we actually sharing input equally?</p> <p>A. – We are technically shared governance. Officially shared between BOR, Senate, and Student. We do work (unofficially) with College Council. Ho'olulu Council also works with the BOR. There are essentially four organizations with voting power that represent various aspects of our community.</p> <p>Q. What does shared governance actually mean? Does it</p>		

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	<p>mean there are three equal votes, or can one of the governments be overlooked? This seems unclear. A resolution does not really have any power, it's more of a statement that the BOR takes in to consideration.</p> <p>-Comment that Academic Senate needs to be strategically involved in decision making</p> <p>A. At this point there really isn't a clear understanding of what shared governance means. No one has clarified how we are involved in decision making.</p> <p>Q. When and what is the process for performance reviews of the board and how are instructors involved in that? If there is such a process, where in that schedule are we currently sitting? How do these performance reviews (of the BOR) happen?</p> <p>A. The idea of administrator review was broached last year, but didn't get very far. All of the BOR and executive policy documents clearly state that it is within our purview to evaluate administrators. We can, and should proceed with this.</p> <p>-Comment that "shared governance" is nothing new. We have always been wondering how "shared" shared governance actually is. We need to advocate for true shared governance if we want it.</p>		

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	<ul style="list-style-type: none"> - Comment: UHPA had admin evaluations a few years ago. Policy committee made admin evaluations a while ago but UHPA released theirs first so policy committee felt that UPHA's was adequate. - Comment: The UHPA survey was prior to current admin coming in. Commentator doesn't think it addresses Ken, Dorrina, or Rachel. Joni is the only current admin that is covered in the UHPA evaluation of administration. - Comment: Leadership 360 is interesting in that they can choose who does the evaluation (isn't that convenient. Seems like it can introduce a lot of bias!) <p>Conclusion of discussion (Nishimoto) – If we (student governance and academic senate) can work together to truly make this a shared governance, we can do great things!</p> <p>b) Last Year's Items</p> <ul style="list-style-type: none"> - Hoping to create ad hoc committees or at least working groups for the topics below: <p>Open discussion on Shared Governance</p>		

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	<p>Q. Is this something the faculty senate would like to pursue?</p> <p>-Comment about whether or not this is what we were discussing in the ASUH President’s discussion.</p> <p>-Suggestion to form a working group or ad hoc committee to come help develop some understanding of what shared governance truly is. A few senators expressed that they would serve on this group if it was formed.</p> <p>Q. What is the senate’s role in this shared governance?</p> <p>A. Mutual agreement expressed from senators that we would all benefit from having clarity on what shared governance is all about.</p> <p>–Comment that it is important during this time that we support and encourage all of the faculty. Make sure UH system knows that we are active, engaged, watching, and we want to help. Make sure it is seen as a collective voice. We need to show the BOR that HCC faculty does want to be part of the decision making.</p> <p>– Concern expressed regarding BOR: things happening that seem to be backdoor, although public. The process of putting together groups is very much from the top.</p>		

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	<p>-Importance of the academic senate to be at the table expressed.</p> <p>-Comment: Admin hand-chose certain faculty to help with various tasks. There's been no movement to get academic senate as a collective, at the table. It seems strange that admin picked the individuals they want to represent senate in their working group. We should all be involved. The evaluation group pinpointed that, for the last three accreditation reports, the Kauhale engagement in the budgeting was identified as a problem. We need to be more proactive.</p> <p>Open discussion on Faculty Concerns Taskforce</p> <p>-Chair Tsugawa: that the way to go about this (faculty concerns task force) is the same way that it was suggested to tackle shared governance: it's going to need to be a group effort.</p> <p>Q. What would the faculty concerns taskforce be doing? Is there a vision for this taskforce?</p> <p>A. (Tsugawa): not quite sure. This has been carried over from last year's meetings.</p> <p>– Comment: Faculty concerns were addressed in 2018 in an EC meeting.</p>		

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	<p>Q. It may not be necessary at this time, but should there be specific concerns that are brought up , can we activate the taskforce at that time?</p> <p>A. We don't want concerns to be ongoing, we want a group to work on it, resolve the issue, and move on.</p> <p>Q. Were there any concerns brought up last year?</p> <p>-Comment/concern: over the summer the admin were creating multiple CRNS for our classes, causing issues with class availability/enrollment leading right up to the start of the semester. Suggestion that faculty could have helped expedite the above process. Would like to see faculty have the ability to help with decision making. Maybe we could have helped with the decision making regarding the modality options for fall 2020. Wants to be involved in setting up next semester.</p> <p>A. (Tsugawa) – This was appeared to be a common occurrence this time around (Fall 2020 semester). This is a problem with the functionality with certain departments. Example: There's only one staff member at Palamaui who has access to make changes in banner.</p> <p>-Comment that having too many involved in the decision making is a structural issue: if there are many people involved, but no lead, things don't get done.</p>		

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	<p>-Suggestion to form an Ad Hoc group to address faculty concerns when they arise.</p> <p>A. We have an executive committee that receives recommendations for senate action.</p> <p>A. (Tsugawa) – if you have a concern, you can forward it to himself (the chair) or anyone on the EC. The EC meets a week before the senate meeting so they can discuss any concerns and add it to the agenda as new items to be discussed.</p> <ul style="list-style-type: none"> - Suggestion to open a shared google doc between senate and EC in which concerns may be shared. <p>A. (Tsugawa) – a google doc will be generated and concerns will be discussed during EC meetings. Anything that is deemed pressing could be incorporated in the meeting agenda.</p> <ul style="list-style-type: none"> - agreement that using the EC as a funneling point for all of our concerns is a good idea. A google doc will be used to direct concerns to the EC. <p>Motion to move these last 2 discussion items to new business in the next meeting</p> <ul style="list-style-type: none"> -Open discussion on Administrative Assistance Taskforce -Open discussion on bullying survey – do we want to form a working group or ad hoc committees? 	<p>Motion Passed.</p>	<p>No date</p>

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7. For the good of the Order	<p>a) UHPA Update</p> <ul style="list-style-type: none"> - there have been many rumors about budget cuts, furloughs, etc. This is not true until the EPA says its true. The Governor has not come to any bargaining table. By law, they have to adhere to the contract and bargain to make these changes. Current administration (chancellor) cannot just make pay cuts or retrenchment decisions without adhering to the contract. -The governor refuses to negotiate the 2021 contract. Contract is up July 1 and the governor has not come to the table. This is a bit concerning to UHPA. If we don't have a contract by July 1 2021, we don't have a contract. This means that the administration can do whatever they want. Start saving up, *just in case* we go on strike. -The UPHA leaders are fantastic and courageous, ready to step up and fight for the union. -Comment: the governor's refusal to come to the negotiation table happened last time. This is an intimidation tactic. They want to get the union to panic. Our executive director and president are excellent. They'll advocate strongly for us! 		
8. Adjourn	<p>Motion to adjourn (Tsugawa) Move to adjourn (Wailani)</p>	Motion Passed	

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	<p>-Meeting adjourned at 1:58 pm by Chair Tsugawa</p> <p>-Next meeting Friday, September 25, 2020 12:00-2:00 pm via Zoom.</p>		