

# Agenda

Academic Senate of Hawai'i Community College  
Academic Year 2024-2025  
Friday, January 24, 2025, 12:00 - 2:00 pm

Register in advance for this meeting:  
[AS Mtg 1.24.25 Zoom link](#)

You will receive a confirmation email with Zoom link after registering.

Shared drive link: [AS AY24-25 Shared Drive](#)  
[Executive Committee representatives for AY 24-25](#)  
[Committee Chairs for AY 24-25](#)

1. **Ascertain quorum** (10 senate members including 3 Exec. Comm. members)  
This meeting will be recorded. (see [AS Virtual Mtg Protocols](#))

## ***KA 'ŌLELO NU'UKIA***

*E lilo ana nā kānaka 'imi na 'auao o ke Kauhale i kupa ho 'oikaika a papau ho 'i i hiki ke 'a 'a i nā kūlana nōhihi o ko kākou kaiaulu mokupuni a me ko kākou kaiaulu honua.*

## **VISION**

Our Kauhale of lifelong learners will be productive and engaged citizens capable of meeting the complex challenges of our island and global communities.

## ***KE ALA NU'UKIA***

*No ka ho 'opi 'i 'ana i ka ho 'ona 'auao 'ia 'ana a kau i ka puaaneane, na ke Kulanui Kaiaulu 'o Hawai 'i e kaulele ma ka 'ike e pono ai nā hoa Kauhale i na 'auao a mākaukau ho 'i. Ma hope mākou o ke ala nu 'ukia o nā Kulanui Kaiaulu Hawai 'i a pau a na mākou nō e lawelawe i ko Hawai 'i nui kuauli.*

## **MISSION**

To promote lifelong learning, Hawai'i Community College will emphasize the knowledge and experience necessary for Kauhale members to pursue academic achievement and workforce readiness. Aligned with the mission of the UH Community Colleges, we are committed to serving all segments of our Hawai'i Island community.

*If you would like your verbal or written comments, not already in an attachment, included in the Minutes, 1) write/paste the words in the Chat, and 2) ask to be "on the record"*

**2. Minutes** now included in the Consent Agenda. [Academic Senate Minutes, December 13, 2024. Draft](#)

**3. Consent Agenda:**

-Minutes Draft has been updated with revisions and approved by the Executive Committee for the Consent Agenda. Please review.

-Robert's Rule for Minutes:

For major revisions/changes, request Minutes be removed from the Consent Agenda to be discussed in Continuing Business; If there are only minor revisions or none, the Minutes are approved.

**4. Senate Chair Report:** Jana Smith

- a) Welcome to our sixth and first 2025 meeting. *Happy New Year!*
- b) Review of Virtual Protocols [AS Virtual Protocols](#) [Civility Document](#)
- c) Senate Webpage - Check it out [AS Website](#) Feedback welcome
- d) Senate email address - [senhawcc@hawaii.edu](mailto:senhawcc@hawaii.edu) . Launching this month.
- e) ACCFSC/CCCFSC updates - [ACCFSC-CCCFSC AY24](#)  
[ACCFSC Agenda 1.17.25](#)  
[CCCFSC Agenda 1.17.25](#) Be on the lookout for a task force to address Peer Evals reqs systemwide.
- f) Program spotlight - Early Childhood - Brenda Watanabe

**5. Vice Chair Report:** Luria Namba

Nominations update - Chair & Executive Committee Member

**6. Campus Updates:**

- 1) Pāalamanui - Luria Namba
- 2) Kō - Pele Kaio

**7. Old Business:** [Committee Reports folder](#)

\*= Course Designation Committees

- a. Curriculum Review Committee (CRC) – Carrie Butler
- b. Data Analysis Committee (DAC) - Donala Kawa'auhau [DAC Report 1.24.25](#)
- c. Distance Education Committee (DEC) – Ashlee Kalauli [DEC Report 1.24.25](#)
  
- d. Educational Policy Committee (EPC) – Donna De Silva [EPC Report 1.24.25](#)
- e. Faculty Policy Committee (FPC) – Vivian Chin
- \*f. Academic First Year Experience (FYE) - Robyn Kalauli / No'el Tagab-Cruz  
[FYEC Report 1.24.25](#)
- \*g. General Education Committee (GEC) – Kenoalani Dela Cruz [GEC Report 1.24.25](#)
- \*h. Hawaiian Asian and Pacific Issues (HAP) – Orlo Steele

- \*i. Academic Sustainability Committee (SUST) – Drew Kapp [ASC Report 1.24.25](#)
- \* j. Writing Intensive Committee (WI) – Tanya Dean/Robyn Kalauli as sub chair  
[WIC Report 1.24.25](#)

## 8. Continuing Business:

- a) *Lamakū update* - ITSO is continuing workshops during this semester.  
(Official announcement to students went out Dec 2nd)
  - i) Instructor support:  
<https://secure.smore.com/n/g72np-winter-lamak-support?ref=email>
  - ii) Student support:  
<https://www.uhonline.hawaii.edu/discover-d2l-brightspace/students>
- b) Review Credit/No Credit Policy - **Vote needed**
  - Original Policy: [Credit/No Credit Policy](#)
  - Redline Version: [HAW 5.503 Credit/No Credit Policy - Redline Version](#)
  - Clean Version: [HAW5.503 Credit/No Credit Policy-Clean Version](#)

## 9. New Business:

- a) **Transfer Credit Evaluation Policy (HAW 7.208)** - Grace Funai
  - [Original](#)
  - [Redline Version](#)
  - [Clean Copy](#)
- b) 11-month Faculty Duty (Teaching) Equivalencies - Proposed Amendments to UHCCP 9.237, Appendix 4: Kenoalani Dela Cruz. **Vote needed**  
<https://docs.google.com/document/d/14nr-tNfERBO9KRAESS4wGyfFIDLm5KfmBF4zOXqtFls/edit?tab=t.0#heading=h.xyy54vstee3b-tNfERBO9KRAESS4wGyfFIDLm5KfmBF4zOXqtFls>  
UHCCP 9.237 Teaching Equivalencies (Entire Policy): [UHCC Policy 9.237](#)
- c) UHPA update - Leanne Urasaki

## 10. For the Good of the Order:

- a) [AI Resources](#) [AI Resource 2](#) [AI Resource 3](#)
- b) C3S - Cross Campus Course sharing - Check it out - [C3S link](#)
- c) Sabbatical leave requests due date = **February 1st**. Please use the Senate-approved rubric as a guide for justification.

[UHPA ARTICLE VI.A. SABBATICAL](#) [UHPA Sabbatical Leave Form](#) [Sabbatical Leave Rubric](#)

- d) HISSI - March 7th, 2025 - look for emails for updates.
- e) Faculty 5-year review Policy - (Ties into Peer Evaluations)  
Faculty [5-year review items](#)

**11. Adjourn** -Robert's Rules: No need to motion or vote. Simply adjourn!

**Next meetings:** *February 28, 2025, 12:00 - 2:00 pm*

*March, 28, 2025 12:00 - 2:00 pm*

*April 25, 2025 12:00 - 2:00 pm*

*A healthy and happy lunar new year to you all!*

**‘A‘ohe hana nui ke alu ‘ia.**

*“No task is too big when done together ‘ ‘Ōlelo No‘eau 142 - Mary Kawena Pukui*