

## Academic Senate Meeting Minutes 2017-2018

<p><b>Date:</b> November 17, 2017  <b>Time:</b> 12:00pm  <b>Location:</b> 388-103 (Manono), Elama 183 (Palamanui)</p>	<p><b>Members Present:</b> Gordon Ching, Sandra Claveria, Alma Cremer, Karen Crowell, Sharon Dansereau, Susie Dill, Harold Fujii, Lisa Fukumitsu, Sam Giordanengo, Jennifer Golla, Camille Hernandez, Josh Horowitz, Kathleen Kotecki, William Lawrenz, Chip Michels, Luzviminda Miguel, Darrell Miyashiro, Carrie Mospens, Trina Nahm-Mijo, Helen Nishimoto, Patrick Pajo, Cheryl Pavel, Michelle Phillips, Cheryl Puntil, Deseree Salvador, Jana Smith, Mitchell Soares, Claudia Wilcox-Boucher, Brenda Watanabe</p>
<p><b>Call to Order:</b> 12:04pm  <b>By:</b> Sam Giordanengo  <b>Mins:</b> Michelle Phillips</p>	<p><b>Guests:</b> None.</p>

TOPIC	DISCUSSION	ACTION / PERSON RESPONSIBLE	TARGET DATE
1. Ascertain quorum	Meeting called to order by Chair Giordanengo at 12:04pm with 27senators (including 5 Executive Committee members) present.		
2. Approval of the October 27, 2017 Meeting Minutes <b>Attachment 1</b>	<p><b>Motion to accept the October 27, 2017 minutes. (Fujii/Wilcox-Boucher)</b></p> <p>Motion carried unanimously by voice vote.</p>	<b>Motion Carried.</b>	

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<p>3. Consent Agenda Approval - Standing, Select, and ad hoc Committee Reports* <b>Attachments 2, 3, 4, 5, 6</b></p>	<p><i>* Please note: Any item on the Consent Agenda <b>can be</b> moved to New Business by any Senator. <b>No second, no debate, and no vote is required to move and item. If there is nothing to be moved, then the Consent Agenda is voted on as a whole and approved in one voice vote.</b></i></p> <p>The current consent agenda includes committee reports, Curriculum Review Committee (CRC) proposals, and three General Education Committee (GEC) designation proposals for BIOL101L, MICRO130, and MICRO130L.</p> <p><b>Motion to move Distance Ed out of consent agenda to New Business (Puntil/Wilcox-Boucher)</b></p> <p>Motion carried unanimously by voice vote.</p> <p><b>Motion to accept the Consent Agenda. (Fujii/ Wilcox-Boucher)</b></p> <p>Motion carried unanimously by voice vote.</p>	<p><b>Motion Carried.</b></p> <p><b>Motion Carried.</b></p>	
<p>4. Chair's Report <b>Attachment 7</b></p>	<p>The Chair's report includes a memo from the Chancellor reaffirming the commitment of our administration to Board of Regents Policy 1.210 (see Attachment 7).</p> <p>As an update, Manoa Arts and Sciences Department is considering making certain General Education (Foundations) classes mandatory, including HIST151 and HIST152, Ethics, and some others. This could affect our Foundations process if it goes forward. However, the other Departments at Manoa may not support these changes.</p>		

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<p>5. Old Business</p> <p>a. CES Update <b>FPC CES Survey Results</b></p>	<p>FPC Chair Karen Crowell reviewed the results of the Faculty Policy Committee CES survey sent out November 7<sup>th</sup> - 15<sup>th</sup>. There were a total of 51 participants in the survey.</p> <p><b>Motion to have a single question in Option 1 (How would you rate the overall quality of the course? Scoring: Very Poor, Poor, Average, Good, Excellent) but with Likert scale starting with positive first, and including the open-ended “Other Comments” question (Cremer).</b></p> <p>Motion carried with one abstention.</p> <p><b>Motion that each division may decide to share CES results with the division chair (Puntil/Fujii).</b></p> <p>Motion carried unanimously by voice vote.</p> <p>It was noted that there are also departments on our campus.</p> <p><b>Motion to amend the above motion to say each division/department may decide to share CES results with the division/department chair (Crowell/Claveria).</b></p> <p>Motion carried unanimously by voice vote.</p>	<p><b>Motion carried.</b></p> <p><b>Motion carried.</b></p> <p><b>Motion carried.</b></p>	
<p>6. New Business <b>Attachment 4*</b></p>	<p><i>*DE committee report moved from consent agenda to new business.</i></p> <p>A current member of the committee, Senator Cheryl Puntil, reported that the preparation for instructors, minimum qualifications, and also learning</p>		

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	<p>platforms are not standardized for DE courses. Currently there is variability in departments concerning if instructors need certain qualifications. See Attachment #4.</p> <p>Chair Giordanengo clarified that the DE committee cannot make a policy, but could suggest guidelines to be followed. Alternatively, these could be moved to the Education Policy Committee.</p> <p><b>Motion for the DE Committee to develop specific guidelines for DE courses, as proposed in their report, to be presented to the Academic Senate when completed (Puntil/Fujii).</b></p> <p>Motion carried unanimously by voice vote.</p>	<p><b>Motion carried.</b></p>	
<p>7. For the Good of the Order</p> <p>a. UHPA Update</p> <p>b. ISS Committee update</p> <p>c. Announcements</p>	<p>There is an issue coming up in UHPA concerning the “right to work.” The danger is that it could put our union out of business and it may affect funding or other issues. The governor does not support our state unions – we are one of two unions that still have the right to strike. Our school has the highest number of union members.</p> <p>Student Success Coordinator Lisa Fukumitsu gave an update on the initiatives that the ISS committee is working, including an integrated student support initiative tied to the UH graduation initiative as a pathway to graduation or transfer. This initiative is tied to Achieving the Dream.</p> <p>Melanie Wilson (Dean of Liberal Arts and Public Services), Deseree</p>		

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	<p>Salvador, and Sam Giordanego went through Accreditation training, meaning that they will become “peer reviewers” of other colleges for Accreditation. They reported that ACCJC has said that they will be changing their culture to become more supportive and may be making changes in personnel. They also noted that the Western/CA model may not fit the Hawaii or Pacific Island model well. The training was a good way to get insight into the process.</p> <p>Pau Hana at Coquis, 4:30-6:30pm today.</p>		
8. Adjourn	<p><b>Motion to adjourn at 2:56pm. (Smith/Claveria)</b></p> <p>Motion approved unanimously by voice vote.</p> <p><b>Next Meeting:</b> Friday, December 1, 2017, 2:00-4:00p.*  Location: HawCC 388-103 (Manono), Elama 183 (Palamanui).  <i>*Note – this meeting will only be for CRC and GEC business.</i></p>	<b>Motion Carried.</b>	