

## Academic Senate Meeting Minutes 2018-2019

<p><b>Date:</b> February 23, 2019  <b>Time:</b> 12:00pm  <b>Location:</b> 388-103 (Manono),          Kaoli Bldg-106 (Pāalamanui)</p>	<p><b>Members Present:</b> Gordon Ching, Sandra Claveria, Alma Cremer, Erick Cremer, Karen Crowell, Sharon Dansereau, Kenoa Dela Cruz, Harold Fujii, Grace Funai, Robyn Kalauli, Drew Kapp, Donna Madrid, Chip Michels, Carrie Mospens, Lew Nakamura, Luria Namba, Michelle Phillips, Beth Sanders, James Schumaker, Jana Smith</p>
<p><b>Call to Order:</b> 12:00 pm  <b>By:</b> Robyn Kalauli (Secretary)  <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 Secretary Robyn Kalauli at 12:01pm with 12 senators (including 3 Executive Committee members) present.		
2. Roll Call and Introductions / Guest	No roll call was taken due to the small number attending and no guests were present.		
3. Approval of the January 25, 2019 Meeting Minutes <b>Attachment 1</b>	<b>Motion to accept the January 25, 2019 meeting minutes. (Madrid/Mospens)</b>	<b>Motion carried.</b>	

	<p>One correction was made to the minutes to correct Reshela DuPuis' name, and it was asked that the roster be double-checked before the final version because some Senators in attendance were not included in the list.</p> <p>Motion carried unanimously by voice vote.</p>		
<p>4. Old Business – Items for Discussion/ Revision/Approval <b>Attachment 2</b></p>	<p>a. CRC – (Jana Smith) – May 1 deadline for DCs to get CRC proposals. See report (late attachment).</p> <p>b. DE – (Kate Sims) – See Attachment 2.</p> <p>c. EPC- (Toni Cravens) – See report (late attachment).</p> <p>d. FPC – (Karen Crowell) See report (late attachment). Under “Old Business” in the report, the FPC continues to review the 2005, 2006 and 2007 Academic Senate Resolutions regarding Contract Renewal, Tenure and Promotion at HawCC in order to find consistency in the process. Changes will be brought to senate for approval when completed.</p> <p>e. GEC- (James Schumaker and Caroline Naguwa) – The GEC is in need of Social Science and/or Nursing members, because it is difficult to obtain quorum. Meetings are the 2<sup>nd</sup> Friday from 3:00-3:30pm. It was asked if AS degrees will follow Foundations/Diversifications. This will be followed up with Joni.</p> <p>f. HAP- (No’el Tagab-Cruz) – No report.</p> <p>g. WI – (Sharon Dansereau) – Deadline has passed and there are some newly approved WI courses.</p>	<p>Senator Grace Funai will follow up with Joni.</p>	

	<p>h. Sustainability – (Drew Kapp) - See report (late attachment). Members of the committee are enthusiastic and looking to start designating courses. UH sustainability office will be doing faculty and student focus groups in the next month. The committee is also planning to create and adopt some resolutions, including electric vehicle plug-ins. It was suggested that the committee also consider new recycling initiatives, as the paper recycling was taken from Hale Aloha. Helen Nishimoto (currently on sabbatical) also collects HI-5 for those needing a place for it.</p> <p>i. Bullying Survey for Hawai‘i CC Report (AdHoc Committee/task force with College Council and Administration) - No update.</p>		
5. New Business	None.		
6. For the Good of the Order	<p>a. UHPA Update (David Tsugawa)  Senator Tsugawa was not in attendance, but there were inquiries about the March 12 UHPA meeting at Manono (12:00 -1:30pm, Kaneikeao – details were sent out February 15). Will one be scheduled at Pālamanui?</p> <p>Other updates:</p> <ul style="list-style-type: none"> <li>• A suggestion was made to have Ken or Rene to do a drill here on lockdowns, or emergency procedures, including shelter-in-place. Switchboard and/or alerts may be having problems. Last year HawCC alerts were late and out of sync during an emergency, causing issues. A run-through checklist could also be helpful, and resources for trauma should be available to all. The safety committee should have faculty and student representation. It was suggested to get administration involved, and/or create a senate</li> </ul>		

	<p>resolution to push this forward. Website has on the bottom emergency operations plan link.</p> <ul style="list-style-type: none"> <li>● Earth day will be April 26, 2019.</li> <li>● Monday, April 22<sup>nd</sup> – a career fair will take place on Manono Campus. Students will get a mini bento and portfolio. Please ask them to dress professionally and bring a resume. There will be resume workshops available prior to the date. The event will not take place on Pālamanui side this year because Helen is currently on sabbatical.</li> <li>● UH Transfer days – Tuesday, February 26<sup>th</sup>, Manono; and Wednesday, February 27<sup>th</sup>, Pālamanui.</li> <li>● Student Recognition Ceremony – May 2<sup>nd</sup>, the last day of instruction, E Imi Pono award will go to students who got 4.0 GPA. Names of the students will go out to DCs; Information will be relayed to Mari to discuss Pālamanui students.</li> <li>● Kudos for everyone involved in HawCC day!</li> </ul>		
7. Adjourn	<p><b>Motion to adjourn at 12:48pm. (Fujii/Ching)</b>  Motion approved unanimously by voice vote.</p> <p><b>Next Meeting:</b> Friday, March 29, 2019, 12:00-2:00pm.  Location: HawCC 388-103 (Manono), Kaoli Bldg-101 (Pālamanui).</p>	<b>Motion Carried.</b>	