

Academic Senate Meeting Minutes 2020 – 2021

<p>Date: Friday, February 26, 2021 Time: 12:00 pm Location: Zoom</p>	<p>Members Present: Aimee MacLennan, Akeamakamae Kiyuna, Alma Cremer, Brenda Watanabe, Caroline Naguwa, Carrie Butler, Carrie Mospens, Cheryl Pavel, Chip Michels, Christine Quintana, Claudia Wilcox-Boucher, David Tsugawa,Debbie Weeks, Donna De Silva, Donna Madrid, Drew Kapp, Elizabeth Shaver, Glenn-Dee Kuwaye, Grace Funai, Harold Fujii, Janet Smith, Jeanne Batallones, Jennifer Sims, Jesna Nissam, Josh McDaniel, Kaleopono Quintana, Kapena Landgraf, Karen Crowell, Kate Sims, Kenoalani Dela Cruz, Kristine Kotecki, Larissa Leslie, Laurel Gregory, Leanne Urasaki, Lisa Fukumitsu, Lissandra Baldan Jenkins, Lucy Jones, Luria Namba, Luzviminda Miguel, Mari Giel, Michelle Phillips, Nate Roberts, ,Noél Tagab-Cruz, Pamela Scheffler, Renee AK Dela Cruz, Reshela DuPuis, Robyn Kalauli, Sam Giordanengo, Sandra Claveria, Sharon Dansereau, Susie DeSa Dill, Toni Cravens, Trina Nahm-Mijo, Vivian Chin, Warren "Wailani" Walker</p>
<p>Call to Order: 12:01 By: David Tsugawa Mins: Aimee MacLennan</p>	<p>Guests: none</p>

TOPIC	DISCUSSION	ACTION / PERSON RESPONSIBLE	TARGET DATE
<p>1. Ascertain quorum</p>	<p>Meeting called to order by Chair David Tsugawa at 12:01 pm with 55 senators (including least 3 Executive Committee members) in attendance.</p>		
<p>2. Roll Call and Introductions / Guest</p>	<p>No roll call was taken due to sufficient number of members in attendance. Attendance recorded via Zoom enrollment.</p>		
<p>Announcements (Attachments 2- 4)</p>	<p>1) Reminder – College Council calendar Changes (Att. 2)</p> <ul style="list-style-type: none"> • College council voted to make minor changes to the College Council calendar in order to accommodate meetings for departments and divisions for the month of March. This has affected the March Faculty Senate meeting (See next item). <p>2) Next senate meeting on 3/12/21</p> <ul style="list-style-type: none"> • The next EC meeting will be on 3/5/21 		

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	<p>3) Last call for feedback on Participation and Verification System</p> <ul style="list-style-type: none"> • Please contact your EC member, or Chair Tsugawa directly. • Feedback will be forwarded to system by Chair Tsugawa soon. <p>4) HAW 5.253 Fast Track update</p> <ul style="list-style-type: none"> • The EPC has requested for more time to gather feedback on this policy from constituents before it is put on the agenda for possible revision. <p>5) College Council officer eligibility / amendments to College Council Charter</p> <ul style="list-style-type: none"> • College Council has taken up discussions about the eligibility of College Council officers. Discussions and considerations for amendments to the College Council charter are ongoing. • Once amendments to the College Council charter have been made, Chair Tsugawa will bring them to Senate, collect feedback, and present the feedback to College Council. <p>6) HAW 7.102 Handling a Disruptive Student Policy in revision (Atts. 3 & 4)</p> <ul style="list-style-type: none"> • This policy is going through College Council. • Asking Senators to provide feedback on the policy revisions to Chair Tsugawa or the Early College constituents. <p>7) QFE Question to Faculty: What's your vision for the most ideal, effective and fair Integrated Planning and Budgeting Process?</p> <ul style="list-style-type: none"> • CERC (College Effectiveness Review Committee) met with QFE (Quality Focus Essay) committee. QFE are going to hold an open meeting for faculty to provide input and feedback on the question: <i>"Whats your vision for the most ideal, effective, and fair integrated planning and budgeting process?"</i> If you can't attend this meeting, please provide your feedback on the shared spreadsheet (found in the Faculty Senate Google folder which is available to all Senators). • <i>Comment from chat:</i> QFE open meeting for faculty is March 3rd, 3-4pm. 		

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	<p>The facilitator is Tangaro and the note-taker is Robyn. Please contact Grace Funai if you didn't receive the zoom information or if you need additional information. There is an open meeting for staff on March 5th and additional sessions will be held if needed.</p> <ul style="list-style-type: none"> • <i>Comment</i> – There were two QFE projects; one on how we make decisions and verify expenditures. The second QFE project will be spoken about later in this meeting. Commenter wants to clarify that we are to provide feedback on the expenditure project. 		
<p>3. Approval of the Minutes (Attachment 1)</p>	<p>Motion to approve the January minutes (Howell-Cravens) - Rescinded Discussion:</p> <ul style="list-style-type: none"> • Comment - Please double check the attendees for duplicates and errors in the attendance. <p>Motion to accept the minutes with revisions to the attendance. (Howell-Cravens/DuPuis) Discussion</p> <ul style="list-style-type: none"> • None <p>Vote:</p> <ul style="list-style-type: none"> • <i>0 Yay, 0 Abstentions, Unanimous approval.</i> 	<p>Motion to accept the January minutes with minor revisions to attendance. Motion carried. Minutes approved.</p>	
<p>4. Senate Chair Report (Attachments 2-4)</p>	<p>1) ACCFSC report</p> <p>a) BOR Wilson – BOR formed a Tenure Task Group, PIG</p> <ul style="list-style-type: none"> • Regent Sullivan proposed that the BOR take a look at the tenure system as it stands. The BOR is the overall governing board for the University of Hawaii system. • The tenure task group was asked to determine how the tenure system can be improved. BOR is looking to include some faculty and, perhaps, some individuals outside of the UH system in the task group. <p>b) President Lassner:</p>		

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	<ul style="list-style-type: none"> • GE Summer Institute – only going to be faculty participant per campus. • Budget report - Lassner noted that the budget is “hazy”. There is philanthropy and research money is coming in. Enrollment is down slightly from last year, but it is not too bad. General funds from state legislature is grim. Legislature is currently in session, deciding on how to allocate general funds. • BOR has requested the same amount of general funds as the last academic year. <p>2) CCCFSC report</p> <ul style="list-style-type: none"> • System shared the draft of the curriculum sharing model. • Everyone should be receiving a copy of the curriculum sharing model draft soon. Three different models are presented: online, hybrid, and shared courses. Please take a look at the document when you receive it and be sure to provide feedback. • During the meeting there was much discussion about the general issues regarding the curriculum sharing model. (The questions are noted at the bottom of the document you will be receiving. • <i>Question</i> - Who will the document be coming from? <i>Answer</i> – The documents should be disseminated soon by your department chair. You can provide feedback in the working group or using the link. • <i>Comment</i> – Reminder that not all senators are instructional faculty and do not have department chairs. Please send out the information to all Senators so that all Faculty are receiving information in equal fashion and at the same time. <p>3) BOR Report:</p> <ul style="list-style-type: none"> • BOR have voted to reinstate the Executive Management salaries with back pay to the point at which pay cuts had begun. • President Lassner reported that contract negotiations are at impasse. 		

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	<p>4) Vice Chair's Report</p> <p>a) Elections for Faculty Senate Chair for the 2021/2022 academic year</p> <ul style="list-style-type: none"> • At the next senate meeting, the EC will be asking for nominations for the next senate chair. The nominees are required be tenured and, under usual circumstance, not be simultaneously serving as a division or department chair. • The EC will also provide a nominee and, if no one else is nominated, the EC's candidate will become the next senate chair. 		
<p>5. Old Business (Attachments 5-11)</p>	<p>1) CRC – Ku'ulei Kanahele / Grace Funai</p> <ul style="list-style-type: none"> • No Report <p>2) DE – Carrie Butler / Elizabeth Shaver</p> <ul style="list-style-type: none"> • No Report <p>3) EPC – Brenda Watanabe (Atts. 5-7)</p> <p>a) Policy HAW 5.601 – Credit by Institutional Exam (Att. 6)</p> <ul style="list-style-type: none"> • This policy was brought to Senate in the last meeting and was sent back to the committee for discussion. • The fee of 50% tuition was discussed, but it is a system policy so it can't be changed. • Another revision based on feedback was the inclusion of the stipulation that the applicant must be accepted and enrolled at Hawaii Community College. <p>b) Policy HAW 7.505 - Class Attendance, Disappearer and No Show Policies (Att. 7)</p> <ul style="list-style-type: none"> • This policy was also brought to Senate in the last meeting and sent back for discussion. • The original policy had three components: attendance/disappearer/no show. After discussion, EPC is recommending that the attendance and 		

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	<p>disappearer components remain in the policy. EPC felt that these components should remain in the policy in the case there is discussion from the students asking where it states that instructors may set their own attendance policies.</p> <ul style="list-style-type: none"> • Regarding the no show component of policy HAW 7.505 EPC included the following information in the background section: In July 2020, the UH System Executive Policy 7.209, Student Participation Verification in Coursework, became effective and replaces the No Show policy previously contained in this policy, HAW 7.505. <p>c) Joni has submitted a list of policies to EPC, requesting review. EPC is trying to prioritize this list and will start working on the review of high-priority policies. Policies should be reviewed every 5 years, but there are currently policies that exceed this timeframe.</p> <p>4) FPC - Alma Cremer</p> <ul style="list-style-type: none"> • No Report <p>5) GEC – Kenoalani Dela Cruz / Kapena Landgraf (Att. 8)</p> <ul style="list-style-type: none"> • GEC has formed a subcommittee that has been tasked with reviewing and making minor changes to some procedural, application documents. They are working to streamline these processes. • One revision includes the development of a new master course designation list. This list has been discussed with the DC's during their meeting on Feb 16th. The new list should be uploaded to the website soon, replacing the old one. There are a few new columns of information included in the list that should make it easy for DCs to identify when courses are up for designation. • <i>Comment from the Chair</i> - The GEC summer institute is a BOR-driven initiative that is not coming directly from UH system. This is something 		

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	<p>that the BOR has deemed necessary for UH to look at.</p> <ul style="list-style-type: none"> • Although GEC is involved in the summit, the representative from our campus does not have to come from the GEC committee. If you are interested, please contact GEC. They want to send an individual who will be the best representative for our campus. <p>5) HAP – No’el Tagab-Cruz (Att. 9)</p> <ul style="list-style-type: none"> • Meetings still occur every 4th Monday of the month • HAP continues to work with Hawaiian Studies 101 and Art 111, helping these courses to meet their HAP designations. <p>7) WI – Sharon Dansereau</p> <ul style="list-style-type: none"> • No Report <p>8) Sustainability - Drew Kapp / Debbie Weeks (Att. 10)</p> <ul style="list-style-type: none"> • Meetings still occur every 2nd Thursday of the month • ASC is approved and is currently in hands of admin. No issues are anticipated. The very first course that will S-designated will be BIOL 124. • Seeking instructors to apply for the S-designation for their courses. • Kauhale club is looking for an APT member. • Planning for La Honua continues. The event takes place in April. There will be a schedule for the April 21/22 released next week. All are encouraged to send their students to the presentations and workshops. • Earth week will be K-12 activities. A save the date flyer has been attached to the report. Share as you like. • The VISTA program is delayed once again, perhaps till April. <p>9) UHPA BOD update – Sam Giordanengo</p> <ul style="list-style-type: none"> • We are at an impasse. Details about the impasse can’t be released while in negotiation. Only the negotiation team has access to the details. 		

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	<ul style="list-style-type: none"> • The basics have been agreed upon. Anything complex that may cost the university money or benefits, is yet to be agreed upon. Please read the Monday reports that UHPA releases. • Donna Mercado Kim, who is the Chair of the higher ed committee, sat down with the head of UHPA. She offered UHPA to write a resolution about tenure that would be submitted to the Senate. The Union is able to have a major voice regarding tenure in government. • Tenure is not protected by law. It is 100% by contract. • There is the misconception that once you have tenure you hve a job for life. This is not entirely true, but there is added security with tenure. • It is concerning that tenure is up for discussion while our contract is being negotiated and the current contract is up on July 1st. Be mindful to prepare for a strike, just in case it comes to that. UHPA is working on a manual and are actively preparing for what happens if we go on strike. • <i>Comment</i> – Donna Mercado Kim is not an enemy of UH. She’s trying to represent her constituents and the people of our State. She is more vocal about trying to get UH to say how they are helping their people. We need to be united in all that we do, even throughout a strike. • <i>Comment</i> – The faculty reps met last weekend. They are going to be more involved with contract renewal so keep an eye out for word from your faculty rep. • <i>Comment</i> – UPHA has nothing to do with the admins salaries. However, if you have an issue take it to the BOR not UHPA • <i>Comment</i> – I believe that UHPA could take it a level further and be clearer in what we want (as far as tenure). Let it be known that, if they are going to continue to not work with us, we will recruit primary challengers to vote the individuals that are threatening tenure out. <i>Reply</i> – that a good play but, right now, senator Kim is concerned with what’s best for our students. One of the promising things is that she asked our Union to write the resolution about the tenure bill. How can we make this the most equitable way to go? This is a huge step for Senator Kim, 		

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	<p>she’s willing to hear what the Union has to say. Our Union has a lot of allies in the Legislature. The advantage that EC Christian Fern has, is that he used to work in the Legislature. He knows the Legislators. Fern appears to have the right approach by sitting down and working with Legislators. We are, as a union, very united. Of all the full-time faculty, UHPA only has 3 people who are not members of our union. We have the best union rate of all the colleges.</p> <p>Ad-Hoc Finance and Budget Committee – Sam Giordanengo (Att. 11)</p> <ul style="list-style-type: none"> • This committee, alongside the EC (and anyone else who had reached out to Sam), have generated the Faculty Leaders Budget Proposals document. It is organized into four categories, all of which provide very reasonable and localized ideas for the college to save money. • These ideas are sustainable. It’s not just a “one and done” thing. For example, we may be able to get grants to change our lights to long-lasting, energy-saving LED lights which will last for 20 years. We could also get low flow toilets that would conserve water and reduce the cost of water on campus. • There are also suggestions for occupational efficiency contained in the document. For example, a reevaluation of reassigned time. There are also ideas in combining leadership between Ko and Palamanui. • Some ideas presented are things that would not cost the administration money, but would generate more revenue. Changing class times to meet the needs of different / broader groups of students was one of these suggestions • <i>Comment from Chair Tsugawa</i> – This document is up for Senate approval. If voted in, David will forward this document to the Chancellor. • <i>Comment</i> – If approved, and you can do so, please cc. this doc to VPCC Lacro too. She’s still working on budgetary things and it may be beneficial to see this document too. 		

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<p>6. New Business (Attachments 12 & 13)</p>	<p>1) EPC Proposal HAW 5.601 Credit by Institutional Exam Policy (Att. 6)</p> <ul style="list-style-type: none"> • Motion to approve EPC proposal HAW 5.601, Credit by Institutional Exam (Howell-Cravens/Smith) • Discussion: <ul style="list-style-type: none"> ○ None • Vote: <ul style="list-style-type: none"> ○ <i>0 nays, 0 abstentions, unanimous approval</i> <p>2) Policy HAW 7.505 - Class Attendance, Disappearer and No Show Policies (Att. 7)</p> <ul style="list-style-type: none"> • Motion to approve EPC proposal HAW 7.505, Class Attendance, Disappearer, and No Show Policies • Discussion: <ul style="list-style-type: none"> ○ none • Vote <ul style="list-style-type: none"> ○ <i>0 nays, 0 abstentions, unanimous approval</i> <p>3) Faculty Leaders Budget Proposals (Att. 11)</p> <ul style="list-style-type: none"> • Motion to approve the Faculty Leaders Budget Proposals, Att. 11 (Howell-cravens/Giordanengo) • Discussion: <ul style="list-style-type: none"> ○ <i>Comment – Would it be possible to clean up a few typographical errors in the document before sending it out?</i> ○ <i>Comment – If we pass this, are we saying that we approve of every proposal on this sheet? Answer – This is a document that includes a multitude of proposals. If you object, or have reservations on any of the proposals presented in the document, it is recommended that you vote nay or abstain from voting.</i> • Vote: <ul style="list-style-type: none"> ○ <i>19 Nays, 2 Abstentions, 30 Yays</i> 	<p>Motion to approve EPC policy HAW 5.601 carried.</p> <p>Motion to approve EPC policy 7.505 carried.</p> <p>Motion to approve the faculty leaders budget proposal carried.</p>	

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	<p>4) HAW 9.209 – Awarding of Emeritus Title Policy</p> <ul style="list-style-type: none"> • There was a proposal in College Council where they were simply making minor revisions so that our policy had the same number as the System policy and it was suggested that our policy was incomplete and could be more detailed in how things are done. A resolution was drafted and taken to College Council. College Council asked Senate to make a revision to this resolution. The revised resolution and can be found in the attachments. (Att. 13) • The revisions to the resolution, Awarding of Emeritus Title is up for first reading • Changes were made to the language of this document, making it clearer in the processes or procedures of awarding Emeritus. • <i>Comment</i> – The revisions did not include the removal of any information, but the incorporation of additional information. Deans and department chairs can now recognize someone for Emeritus status. This adds more avenues in which individuals can be nominated for Emeritus. 		
<p>7. For the good of the Order</p>	<p>1) First Year Seminar Designation (No’el Tagab-Cruz)</p> <ul style="list-style-type: none"> • Hawaii CC is looking to revamp our first year experience to better serve our students. They are looking at designating certain courses with a FYS designation to help students find courses that will be suitable for their first year of school. • The committee is currently drafting hallmarks and looking toward a soft launch for Fall 2021 to see how this process works for our students. • The hard launch is scheduled for spring 2022. The FYS committee would like to see a varied amount of classes that are FYS designated and available to students. This will include both courses and activities from the offices of student affairs. • If you are interested in teaching a class that is included in the FYS, please contact the committee. 		

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	<ul style="list-style-type: none"> <i>Comment</i> – Are you still using the AVID framework or are we doing something different? <i>Reply</i> - AVID has trained us to use high engagement strategies. Any class in this program should use AVID strategies, but also incorporate the Ka’ao model of learning too. We want to give students the skills and confidence to attend school, complete their program, and not burn out partway through. <p>2) Palamanui</p> <ul style="list-style-type: none"> <i>Comment</i> - There was an anonymous donor that provided Hawaii Community College’s natural science program with a donation for equipment. This will benefit many of the science courses taught on campus. Philanthropy brought 167 million dollars to the UH system. Our community loves us! <i>Question</i> – why are Palamanui and Ko in the good of the order? They are an integral part of our campus. Could we give them a place higher up in the agenda? <i>Answer</i> – We’ll discuss this in the next EC meeting. <i>Comment</i> – The walking challenge almost doubled their goal! There will be a presentation of \$1000 to the food bank next week. <p>3) Ko Educational Center</p> <ul style="list-style-type: none"> None 		
<p>8. Adjourn</p>	<p>Motion to adjourn (Smith/Walker) Vote to adjourn: No formal vote taken. -Meeting adjourned at 1:42 pm by Chair Tsugawa</p> <p>-Next meeting Friday, March 12, 2021 12:00-2:00 pm via Zoom.</p>	<p>Motion to adjourn Passed. Meeting adjourned at 1:43 pm.</p>	