

Academic Senate Meeting Minutes 2021-2022

<p><b>Date:</b> Friday, March 11, 2022 <b>Time:</b> 12:00 pm <b>Location:</b> Zoom</p>	<p><b>Members Present:</b> Aimee Maclennan, Anne Chung, Carrie Mospens, David Tsugawa, Debbie Weeks, Donna Madrid, Drew Kapp, Glenn-Dee Kuwaye, Harold Fujii, Jeanne Batallones, Jennifer Sims, Jesna Nissam, Kapena Landgraf, Kate De Soto, Kenoalani Dela Cruz, Kristine Kotecki, Larissa Leslie, Leanne Urasaki, Lisa Fukumitsu, Lissandra Baldan Jenkins, Luria Namba, Mari Giel, Meidor Hu, Michelle Phillips, Neva Supe-Roque, No'el Tagab-Cruz, Reshela DuPuis, Robyn Kalauli, Sam Giordanengo, Sandra Claveria, Sharon Dansereau, Susie Dill, Tagi Qolouvaki, Tamera Loveday, Tanya Dean, Toni Cravens Howell, Vivian Chin, Wailani Walker</p>
<p><b>Call to Order:</b> 12:06 pm <b>By:</b> David Tsugawa <b>Mins:</b> Aimee Maclennan</p>	<p><b>Guests:</b> Sherise Tiogangco</p>

TOPIC	DISCUSSION	ACTION / PERSON RESPONSIBLE	TARGET DATE
1. Ascertain quorum	Meeting called to order by Chair David Tsugawa at 12:04 pm. Quorum has been met, including at least 3 members of the Executive Committee.		
2. Roll Call and Introductions / Guest	No roll call taken due to sufficient number of members in attendance. Attendance recorded via Zoom enrollment.		
Announcements			
3. Approval of the Minutes	<b>February 25, 2022 Minutes (Att. 1)</b> No suggested changes to the February minutes.	<b>February 25, 2022 minutes approved.</b>	
4. Approval of the Consent Agenda	<b>March 11, 2022 Consent Agenda</b> No consent agenda for today's meeting		

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<p><b>5. Senate Chair Report</b></p>	<p><b>1) Chair’s Report</b></p> <p><b>a) Participation Verification System Report from Sherise Tiogangco</b>            Sherise provided an update on the participation verification program. An example of how to identify non-participating students was given. The instructions for participation verification are linked in the shared Senate drive. If a student is accidentally identified as non-participatory, please use the Participation Verification Reinstatement/Late Add Quali form.</p> <p>All institutions are required to comply with this regulation. If we don’t comply, we could lose federal financial aid.</p> <p>Grades due – because we have to roll grades for each part of term, you will see a variance in the due dates for submitting grades. Please be mindful of your area and their respective due dates.</p> <p><b>Question</b> (chat): will faculty/lecturers have a submission notice via email?  <b>Answer:</b> This is currently done manually, so general reminders are sent out. If DC’s can also send out reminders, this would be very helpful.</p> <p><b>Question:</b> If an instructor missed the participation verification deadline, how do we rectify the situation? <b>Answer:</b> If an instructor missed the deadline, they can work with either their DC or with Sherise. Please reach Sherise by email to arrange a meeting.</p> <p><b>b) Should Academic Senate send a statement to BOR requesting faculty involvement in consultative process moving forward?</b>            From the poll, it was majority in favor of moving forward. Chair Tsugawa will work on a draft memo requesting faculty involvement in the BOR meetings over the break. Please check for an email of the draft after spring break.</p> <p><b>c) Motion “That the ACCFC approve a vote of no confidence in Senator Donna Mercado Kim – as both chair and member of the Senate Higher Education</b></p>		

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	<p><b>Committee</b> The motion against Senator Donna Mercado Kim was brought up at the ACCFSC meeting a few weeks ago. Polling results from our campus is in favor of Chair Tsugawa voting to approve this motion at the next ACCFSC meeting. The poll will remain open until March 18<sup>th</sup>.</p> <p><b>d) Reminder of Chancellor’s Enrollment Initiative</b> We are currently working on our enrollment initiative. The Chancellor has said the groups will continue to work on three areas: outreach and marketing, retention, and campus care. Please keep providing your feedback on this matter. Enrollment is down and we are trying to improve that for Fall 2022.</p> <p><b>e) Executive Committee approved new WI chair for AY 2022-2023</b> The Executive Committee has approved Tanya Dean as the New WI chair for AY 2022-2023. Welcome Tanya and thank you Sharon for all of your service!</p> <p><b>f) QFE Memo draft and poll for comment and suggestions</b> Grace has been the chair of the QFE committee, who has been meeting throughout the year. QFE is about to propose a final memo that will be presented to the College council at the end of the school year. A draft of the memo has been linked in the agenda. Please look over this comprehensive memo. Please provide feedback on this memo using the poll that was sent to all Senators via email (and is linked in the agenda). College Council will be voting on this memo in the April, possibly May, meeting.</p> <p><b>g) Resolution condemning the actions of Senator Donna Mercado Kim and Memo to HawCC</b> There was a suggestion to have a resolution condemning the actions of Senator Donna Mercado Kim. This is different than the vote of no confidence. Please look at the memo if you have not already seen it. There are two possible routes of action for this resolution: 1) have our senate take the draft and make it more specific to our campus. If our Senate approves of Chair Tsugawa sending the</p>		

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	<p>resolution off, he will do so. 2) All Senators are welcome to use the provided template, revise it and individualize it and send it off as well.</p> <p><b>Secret ballot poll was conducted to determine if Senate would like Chair Tsugawa to forward this Resolution</b> 21 Yay, 2 Nay, 4 Abstentions</p> <p><b>2) College Council Report</b> College Council is meeting today after Senate so there is no current report</p> <p><b>3) ACCFSC Report</b> <b>a) Watch for Faculty Quality of Life Survey Spring 2022</b> The Senate Chairs voted in favor of the faculty quality of life survey being disseminated. This survey is quite long however, ACCFSC is trying to revise it, making it shorter.</p> <p>Individual departments have been discussing when system opens the courses in Laulima. Opening Laulima classes prior to the first day of school could cause potential issues for instructors. Please keep an eye on your email for correspondence regarding the Laulima publication date. System is trying to determine a specific date on which courses will be published at the beginning of the semester.</p> <p><b>5) CCCFSC Report:</b> No report</p>	<p><b>Majority of the Senate is in favor of Chair Tsugawa drafting this resolution. The draft will be sent to Senate before it is finalized.</b></p>	

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	<p><b>6) Vice Chair Report</b>  <b>a)Reminder email for EC membership next year to be sent out soon</b>  Please email Vice Chair Cravens with your EC members so that Vice Chair and Secretary elections can take place</p> <p><b>c) Ad Hoc Senate Charter Review Committee report</b>  The committee is currently reviewing their revisions looking for errors and redundancy. First reading scheduled to happen in the April meeting.</p>		
<p><b>6. Old Business</b></p>	<p><b>1) CRC – Ku’ulei Kanahele / Grace Funai (Att. 15)</b></p> <ul style="list-style-type: none"> <li>• No report</li> </ul> <p><b>2) DE – Leanne Urasaki (Att. 2)</b></p> <ul style="list-style-type: none"> <li>• Nothing to add to report</li> </ul> <p><b>3) EPC – Lisa Fukumitsu</b></p> <ul style="list-style-type: none"> <li>• No report</li> </ul> <p><b>4) FPC - Alma Cremer / Neva Supe-Roque (Att. 3)</b></p> <ul style="list-style-type: none"> <li>• Nothing to add to report. Please see the attachment that discusses the 5-year faculty review.</li> </ul> <p><b>5) GEC – Kenoalani Dela Cruz / Kapena Landgraf (Att. 4)</b></p> <ul style="list-style-type: none"> <li>• There are three courses up for renewal in new business.</li> <li>• SOC 100 and SSCI 111 are up for 4-year designation</li> <li>• WS 151 is up for a 1-year provisional designation</li> </ul> <p><b>6) HAP – No’el Tagab-Cruz (Att. 14)</b></p> <ul style="list-style-type: none"> <li>• Nothing to add to report.</li> </ul>		

	<p><b>7) WI – Sharon Dansereau (Att. 5)</b></p> <ul style="list-style-type: none"><li>• Nothing to add to report</li></ul> <p><b>8) Sustainability - Drew Kapp / Kristine Kotecki (Att. 6)</b></p> <ul style="list-style-type: none"><li>• Nothing to add to report</li></ul> <p><b>9) UHPA BOD update – Sam Giordanengo</b></p> <ul style="list-style-type: none"><li>• Senator Donna Mercado Kim has made many pronouncements that have turned out to be inaccurate or false. Aside from Senator Kim, the UH and its faculty do have support in legislature.</li><li>• UHPA has started negotiations for the new contract. The current contract will end in 2023. There were no cost of living increases in the current contract.</li><li>• There have been some reports that Senator Mercado Kim has reached out to President Lassner and VP Lacro requesting their support in exchange for funding. Both President Lassner and VP Lacro have denied these offers and continue to stand their ground.</li><li>• Keep reading the UHPA reports that are sent to your personal email. If you have any issues regarding the union or anything in the contract, please email or call Sam</li></ul> <p><b>Question</b> – Moving forward with the contract negotiations, is UHPA going to make sure the community colleges are well represented in the team? <b>Answer</b> – The team is changing because we’ve had a few elections. I do not know whose going to be on the team. <b>Reply</b> – I know UH has many representatives because they are larger, but I’d like to encourage you to keep pushing for representation for the community colleges.</p> <p><b>Comment</b> – Is there any way we can use Donna Mercado’s bribe as publicity? Possibly to solve some of the issues that we have. If we make these offers of Donna’s public, there seems to be some way we could take advantage of that money that they apparently to have.</p>		
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<p><b>7. New Business</b></p>	<p><b>1) Senate Action regarding UHPA survey results</b> At the last senate meeting there was discussion about action regarding the UHPA rate our administration survey results. Senator Giordanengo has indicated that UHPA staff will visit our campus, where we will have more discussion about the UHPA survey results. From the poll that was sent to Senate, most of the comments were not regarding the survey but were relevant to the idea of what’s going on in our campus concerning administration. The poll has been reopened so please provide your feedback and questions for UHPA. As current, we will not send a memo to the administrators regarding the survey until after UHPA’s visit to our campus. This will enable us to gain more information before drafting a memo.</p> <p><b>2) Proposal Revisited – Bridge Program/sample Operating Manual UPDATE</b> Last senate meeting, it was voted that we will move forward with the bridge program. This program should start in the fall and continue into the spring</p>		

	<p>semester. Please look out for a proposed schedule after spring break.</p> <p><b>3) Senate Proposal – Committee Reports Form Template (Att. 10-12)</b> Last senate meeting, the three samples of report form templates were released. The Poll has gotten no responses.</p> <p><b>Comment</b> – One of the forms did not include WI. <b>Answer</b> – WI should absolutely be on it. I (Chair Tsugawa) will update the form.</p> <p><b>Comment</b> – We will also need to include the new select committee; data analysis <b>Answer</b> – Noted</p> <p><b>Comment</b> – I’m not sure if we need WI on the form since the WI proposals do not need to be voted on by Senate. <b>Answer</b> – Thank you for the reminder.</p> <p>The idea behind the committee report forms template is that the information provided by each Senate committee is simplified and easy for the Senate Chair to compile and incorporate into the EC and Senate meetings.</p> <p><b>Comment</b> – The initials AS are used for both Academic Senate and Academic Support unit. Can we clarify the difference between the two committees? Perhaps we can use ASU for academic support unit in order to differentiate it from AS, Academic Senate. <b>Answer</b> – AS may be the catalog abbreviation for academic support unit, that is why it is used in the form.</p> <p><b>Comment</b> – Only instructional units are listed in the catalogue. BEAT should be changed to BEaT. The academic support unit is not listed in the catalogue so the acronym can be whatever we want it to be.</p>		
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	<p><b>4) Committee and Senate Proposals for Senate Vote (Att. 13)</b> GEC</p> <p><b>Motion to vote on the GEC proposals as a block (DuPuis/ Dela Cruz)</b> Discussion: None Vote: 16 yay, 0 nay, 4 abstentions</p> <p><b>Motion to approve the block of GEC Proposals (Urasaki/Weeks)</b> Discussion: GEC would like to thank Claudia and the proposer for their work Vote: 22 yay, 0 nay, 2 abstentions</p> <p><b>Motion to vote on the two Committee Report forms as a block (DuPuis/Weeks)</b> Discussion: None Vote: 20 yay, 1 nay, 1 abstention</p> <p><b>Motion to accept the Committee Report Forms (Weeks / Claveria)</b> Discussion: Comment : Clarifying that all the forms will be edited to have consistent acronyms? Question: When are these forms effective for use? Answer: We can try them out for April or hold of for the next academic year. Vote: 18 yay, 1 nay, 1 abstention</p> <p><b>5) GE Redesign – First Reading (Sam Giordanengo)</b> The current Gen Ed model is around 20 years old and President Lassner requested that a GE redesign took place. President Lassner tasked the GE</p>	<p><b>Motion to vote on the GEC Proposals as a block carried.</b></p> <p><b>Motion to approve the block of GEC proposals carried.</b></p> <p><b>Motion to vote on the Senate Committee Report Forms as a block carried</b></p> <p><b>Motion to approve the block of Committee Report forms carried.</b></p>	
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	<p>redesign committee with updating the GE and this project was primarily faculty-led. There was input from admin only when requested.</p> <p>Senator Giordanengo provided a PowerPoint presentation regarding the GE redesign. (Presentation is linked in the agenda)</p> <p><b>Comment</b> – I know there was some discussion about this at EIE, within the math group. This works really well in one direction; anything we designate, the other campuses have to accept. There are concerns that this does not work well in the other direction; we have to accept courses that the other campuses designated. We can see what the purpose is, but there are concerns that it will not function well within certain disciplines. <b>Answer</b> – Whatever goes in there, does need to conform to the system standards, just like our current foundations does. Courses need to meet certain criteria and go through the system vetting process to be put into that GE.</p> <p><b>Comment</b> – Can students get around taking science courses for this? This seems a bit vague to me. <b>Answer</b> – No. Any entry-level science course would fit into this. Students would have to do the course and the corresponding lab.</p> <p><b>Question</b> – Regarding the Gen Ed proposal document, pages 15 and 16. How are terminal AAS degrees going to be impacted? We have a separate GE designation process for us, our current GEC is only for the AA and AS’s. The AAS degrees have their own. This document included terminal AAS’s, so I’m wondering about that. <b>Answer</b> – There was a big push from Manoa faculty to make Gen Ed requirements for the trades; for the AAS certificates. The GE redesign committee said no, because the trades already have outside agencies advising them on what needs to be taught. So, this will not be affecting any of the AAS’s because they already have their criteria spelled out for them.</p>		
<p><b>8. For the good of the Order</b></p>	<p>a) College Council is today at 2:00 pm.</p> <p>b) From chat: From Hawai'i CC Alumni, Pomaika'i Bartolome, Executive Assistant, Hawai'i County Mayor's Office:</p>		

Academic Senate Meeting  
3-11-2022

	<p>Please encourage students, faculty, staff or anyone who may be interested in learning more about our County Government by serving on a County Board, Commission or Mayoral Advisory Committee. It's not only a great opportunity to gain insight and knowledge, but also an opportunity to be the voice for the community.</p> <p>Hawai'i County Boards and Commissions <a href="https://www.hawaiicounty.gov/our-county/boards-and-commissions#BNC">https://www.hawaiicounty.gov/our-county/boards-and-commissions#BNC</a></p> <p>Current vacancies to fill:          Cost of Government Commission for District 3 (Keaukaha-Waiākea Uka).          GMAC - Districts 1 (N.Hilo-Hāmākua) &amp; 7 (Kona)          Water Board - District 4 (Puna)          Police Commission - District 9 (Kona)          Transportation Commission - District 6 (Volcano - Ocean View)</p> <p>Please contact Pomai or refer students to her at (808) 961-8504 or <a href="mailto:pbartolome@hawaiicounty.gov">pbartolome@hawaiicounty.gov</a></p>		
<p><b>9. Adjourn</b></p>	<p>-Meeting adjourned at 1:45 pm by Chair Tsugawa.</p> <p><b>-Next meeting: Friday April 29, 2022 2:00 pm via Zoom.</b></p>	<p><b>Meeting adjourned at 1:45 pm.</b></p>	