

Academic Senate Meeting Minutes 2022-2023

<p>Date: Friday, August 26, 2022 Time: 12:00 pm Location: Zoom</p>	<p>Members Present: Gordon Ching, Brenda Watanabe, Carrie Butler, Carrie Mospens, Claudia Wilcox-Boucher, Debbie Weeks, Donna DeSilva, Donna Madrid, Drew Kapp, Glenn-Dee Kuwaye, Grace Funai, Janet Smith, Jennifer Sims, Kanoë Lambert, Kenoalani Dela Cruz, Kristine Kotecki, Kuulei Kanahele, Lissandra Baldan Jenkins, Luria Namba, Meidor Hu, Michelle Phillips, Neva Supe-Roque, No'el Tagab-Cruz, Precious Mae Atendido, Robyn Kalauli, Sam Giordanengo, Sandra Claveria, Tamera Loveday, Tanya Dean, Toni Cravens Howell, Warren Wailani Walker, Laurel Gregory, Cheryl Pavel, Harold Fujii, Ashlee Kalauli, Jeanne Batallones, Alma Cremer, Kanoë Lambert, Mari Giel, Jesna Nissan, Deseree Salvador, Kapena Landgraf, Tagi Qolouvaki, Lisa Fukumitso, Akeamakamae Kiyuna, Reshela DuPuis, Pelo Kaio.</p>
<p>Call to Order: By: Sam Giordanengo Mins: Lissandra Baldan Jenkins</p>	<p>Guests: None</p>

TOPIC	DISCUSSION	ACTION / PERSON RESPONSIBLE	TARGET DATE
<p>1. Ascertain quorum</p>	<p>Meeting called to order by Chair at 12:02 pm. Quorum has been met, including at least 3 members of the Executive Committee.</p>		
<p>2. Roll Call and Introductions / Guest</p>	<p>No roll call taken due to sufficient number of members in attendance. Attendance recorded via Zoom enrollment.</p>		
<p>Announcements</p>			
<p>3. Approval of the Minutes</p>	<p>The April 29 and May 6 minutes were reviewed, revised and approved in the August 26, 2022 Academic Senate meeting.</p> <p>Discussion: Kenoa and Resh recommended revisions. Secretary added the revisions.</p> <p>Vote: 23 (80%) yes, 0% no, 3 (4%) abstentions</p>	<p>Toni motion and Janet second for approving the revised minutes for April 29 and May 6</p>	

<p>4. Approval of the Consent Agenda</p>	<p>Motion to approve the consent agenda by Debbie Weeks and second by Carrie Butler</p> <p>Discussion: none</p> <p>Vote: 23 Yes, 0 No, 4 abstentions</p>	<p>First by Debbie Weeks and second by Carrie Butler</p>	
<p>5. Senate Chair Report</p>	<p><u>1) Senate Chair Report</u></p> <p>a) Academic Senate Chair Statement from David Tsugawa</p> <ul style="list-style-type: none"> ● Sam read the Letter from David Tsugawa regarding his medical leave for the current semester of Fall 2022. <p><u>2) Vice Chair Report</u></p> <p>a) Janet Smith is the new Vice-Chair</p> <ul style="list-style-type: none"> ● Janet Smith introduced herself as the new Vice-Chair. She said that she is ready to learn the responsibilities of the position. In her words: “Leadership is about how we can develop.” She is eager to serve us in the spirit that we all hear and support each other. 		
<p>6. Old Business</p>	<p>a) Charter Revision Ad hoc Committee – Senator Cravens-Howell</p> <ul style="list-style-type: none"> ● Toni said: They discussed it with the EC at the end of last semester. They will continue to meet throughout the semester and consider adding language regarding the situation that we went through with the Chair having to leave for a semester. By the next Academic Senate Meeting or the following one, they will have an official “first reading” of the edit. Please look out when the Agenda comes out in the next two meetings because they have done some rearranging in the content. 		

	<p>b) Vote: HAW 9.203: Faculty 5 Year Review – Senators Chin & Supe-Roque – Att. 8 c. Sam: We read the HAW 9.203 twice and it is now up for a vote.</p> <p>Question – Question - Kenoa asked for revisions related to non-instructional faculty to be made to this policy.</p> <p>Decision: It was decided that they will make the amendments to this policy and the vote will happen next month. Neva first, Claudia second</p> <p>Vote: 31 Yes, 0 No, 1 abstention</p> <p>c) Discussion: Temporary change of leadership of Academic Senate – Temp Chair Giordanengo</p> <ul style="list-style-type: none"> ● Sam said that David Tsugawa is in the loop regarding the content of the Agenda and he (Sam) is like the “substitute teacher” <p>Discussion:</p> <ul style="list-style-type: none"> ● Kenoa brought up that the senate will have to entertain an official motion to have Sam as Chair ● Kenoa: Kenoa moved to appoint Sam Giordanengo as the temporary Senate Chair during David's absence for the Fall of 2022 semester ● Second by Harold Fujji <p>Vote: 28 Yes, 0 No, 3 abstentions</p> <p>d) Discussion: UHPA Rate My Administrator Results – Temp Chair Giordanengo</p> <ul style="list-style-type: none"> ➤ Sam shared the results of the RateMy Administration Survey in Slides and asked what we would like the Administration to do with this information. ➤ The Slide with the Results will be available on Google Drive by the following week. 	<p>Motion to revise the policy and vote in the next Senate Meeting First by Neva Supe-Roque and second by Claudia Wilcox</p> <p>Motion by Kenoa Dela Cruz to appoint Sam Giordanengo as the temporary Senate Chair during David's absence in the Fall of 2022 semester Second by Harold Fujji</p>	
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	<ul style="list-style-type: none">➤ There was a discussion regarding how do we want the Administration to respond to the results of the survey.<ul style="list-style-type: none">○ Neva commented: They will need to address the current themes in the lower end, including things that were average.○ Toni commented: Was this only for us at this point?○ Sam: Yes.○ Toni asked for a statement addressing the concerns. For a couple of years, we did not have the opportunity to give feedback about the Administration. Interesting for us to put out our views regarding our Administration. Important to ask them to respond. What do we want them to respond to? Are we asking for actions? Or just a general response? A clarification is needed about what we are looking for in this response. ○ Janet: Agreed. Decide what to ask them before we give the survey to them. Give them some time to address the results and come to talk to us. ○ Debbie: Develop a performance improvement plan with specific goals. Specific areas (in the survey) are very weak. It is possible that Administration do not have an understanding of that part of their job. We could come up with suggestions to include in the performance plan. They have to have the commitment to follow the directions to improve. They are supposed to be the ones incharge and who is requiring a performance improvement from them? Since this feedback is coming from UHPA and us as faculty we could step into that role and here are some ideas. I do not know what UHPA had planned for this. Does UHPA plan to go to supervisors at UH, like the President or Vice-President of the Colleges and say hey let's look into this. It is very important for		
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	<p>the function of the College to have a good work environment and to have people that feel supported. It is reasonable to request a specific Performance Improvement Plan - we could give input/suggestions, as well.</p> <ul style="list-style-type: none">○ Sam: UHPA wanted this to be something for our Campus to use how we felt would be the best way to use it. They were not going to use to tattle on them. It is important as part of our response that we include the Vice President of the Community Colleges not as tattling, but as a way to help them to be better at their jobs. Sam wanted to work with EC to come up with a response and submit to the Senators, get general feedback and then by the next meeting we could have something to submit in our agenda.○ Neva commented: Maybe getting something (the response) from each administrator?○ Sam answered: Hopefully, it will be a collective response from the Administration team.○ Tanya Dean commented: Given that the VCAA is interim, I am wondering what the timeline is for hiring for that? And is that a way to ask that some of these issues and concerns be addressed for the permanent hires? Is there a way to use these concerns to help inform the hiring process?○ Sam answered: Yes, all of our VC's are currently interim now. We are in the final stages of hiring the VCSA, then VCAA is next and I think that this is something that we could put in there as well.		
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	<ul style="list-style-type: none"> ○ Debbie commented: Usually performance improvement plans are singular, but in this case, we would be looking for performance improvement plans for inaccuracies in each individual, but also as a team, they are letting us down. Have a performance improvement plan for each individual and for the group that we (they) want to make this a positive environment for everyone. ○ Kenoa commented: We could ask these questions to the candidates for vice-chancellor for student affairs in the open forums, so whomever is hired is already aware of our concerns. ○ Sam agreed with Kenoa. <ul style="list-style-type: none"> ❖ There was a discussion about the online location of the links to the forums. ○ Sam concluded: I will be contacting the EC next week, we will start forming a plan, we will send out what comes up to the Senators to get your thoughts and comments on it. Then get it out back to the Administration to have something back to us by the end of September. 		
<p>7. New Business</p>	<p>Sam: Amend the agenda to recommend an academic grievance committee member from our Senate Discussion: none Vote: 92% yay, 0 nay, 8% abstentions</p> <ul style="list-style-type: none"> ● Sam asked if anyone would like to put their names on it. ● Answers: Toni Cravens Howell and Claudia Wilcox are willing to serve. The Chancellor will make the final decision. 	<p>Janet Smith first Kenoalani Dela Cruz second</p>	

	<p>a. GE Revisions Team Update – Temp Chair Giordanengo</p> <ul style="list-style-type: none"> • Sam: We had no representatives from our Campus at the GE Revisions Team Update over the Summer. We will not have direct updates, like we had last year, so we all need to pay attention to the emails. It is important that when these events, such as forums and open meetings, happen in the future, probably in September or October, it is important to have one or more volunteers to go to these meetings and then report back to us the information gathered. 		
<p>8. For the good of the Order</p>	<p>a. Professor Gordon Ching: 50 years at Hawai'i CC!</p> <p>b. Welcome New and Returning Employees Pau Hana August 26 @ 4:30 – until dark. Onekahakaha Beach Park, Pavilion 4.</p> <ul style="list-style-type: none"> · BYOB and your favorite potluck dish. · Sponsored by the Hawai'i CC Hui 'Ohana. <p>c. Food distribution schedule for Fall 2022 all starts at 12 noon.</p> <ul style="list-style-type: none"> · August 25, 2022 · September 22, 2022 · October 27, 2022 · November 17, 2022 (the Thursday before Thanksgiving) · December 8, 2022 <p>d. UHPA Update</p> <ul style="list-style-type: none"> • Sam: We will have a little bump in the paycheck. 		

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	<p>➤ Tanya Dean: application for WI designation is due Monday 9/12 and we would love to have more courses. Tanya is the new Chair and she is happy to assist!</p>		
<p>9. Adjourn</p>	<p>-Meeting adjourned at 1:15 pm by Janet Smith and Debbie Weeks seconded the motion</p> <p>-Next meeting: Friday, September 23, 2022 @ 12pm-2pm via Zoom</p>	<p>Meeting adjourned at 1:15 pm.</p>	