

Draft Minutes
Academic Senate of Hawai'i Community College
Friday May 9, 2014 12:00 – 2:00 pm
Bldg. 388 Rm 102 (Manono) & polycom to West HI Admin. Conf. Rm. & Waimea Kohala Center

Present: Roberta Brashear-Kaulfers, Annie Brown, Malcolm Chun, Sandra Claveria, Erick Cremer, Kenoa Dela Cruz, Renee Dela Cruz, Robert Duley, Robyn Gartner, Samuel Giordanengo, Kamaka Gunderson, Melanie Higa, John-Gabriel James, Donala Kawaauhau, James Kiley, Jessica Lerma, Larissa Leslie, James Lightner, Carrie Mospens, Violet Murakami, Trina Nahm-Mijo, Ellen Okuma, Noelie Rodriguez, Jeanne Ryan, Deseree Salvador, Jill Savage, Janet Smith, Joel Tanabe, David Tsugawa, Francis-Dean Uchima, Claudia Wilcox-Boucher, Mai Wong, and Noe Noe Wong-Wilson.

1. Report from Administration— *Jason Cifra, Vice Chancellor for Student Affairs*

In reference to the issue of student fees it was reported that mismanagement of funds did not take place. It was also reported that changes had been made to Student Council, which included the development of a new charter. The new charter is stronger, supports continuity, and was drafted in response to the separation of Hawaii Community College with UH Hilo.

- With regard to the claims of administration strong-arming council members it was reported that that simply did not happen. Charter allows students to deal with issues under the guidance of their advisor Larissa Leslie. Students are given the autonomy to make decisions and handle situations without coercion. Larissa and VCSA Jason Cifra are simply there for guidance.
- Student fees are not user fees. Fees are used for both short term and long term planning for our students.
- There are no missing funds. \$600,000 of student fees has been banked since 1994 and that \$600,000 will be spent in the next five years.
- In response to the suggestion of possibly using surcharge per credit, VCSA Jason Cifra responded that the system is currently discussing it.
- In response to the former student council members' allegation that they were denied access to requested financial information it was reported that that statement was erroneous. There was an investigation done that went up to Chancellor Yamane's level. Receipts are electronic and students were invited to view said receipts.
- The fiscal management of student fees is sound. Funds are through procurement guided by specific steps that must be followed. There is nothing fiscally wrong. The money is there.
- It's historical for institutions to use student fees at various times. For example if a campus is looking to build something like a campus center they will need to use funds collected in previous periods. The same with transportation. A campus looking to purchase buses for transportation will need to use funds that were previously collected.
- In response to the possible suspension of fees it was noted that according to Board of Regent regulations, the resurrection of said fees would possibly take years.

- It was noted that there are a number of misconceptions currently out there about how the fees are actually being spent as well as student access into various campus activities.
- Request for consideration made by Jeanne Ryan. Jeanne asks that fees per semester be used to cover the cost of student identification cards to allow students access to important resources. VCSA Jason Cifra confirmed that student ID's should be free for our students and current student council members are looking into developing something like that. Bus passes are also being considered.

2. Ascertain quorum – Meeting called to order at 12:07 PM

3. Approval of the April 25th, 2014 Meeting Minutes

Motion to approve the minutes from the April 25th 2014 Academic Senate Meeting as distributed (Sandra **Claveria, Roberta/Brashear-Kaulfers**). Motion passed unanimously.

4. Chair's Report-*Helen Nishimoto*
Full report is inserted at the end of the minutes.

Update: Verbally expressed at meeting with regard to subsection G:

Sherri Fujita was nominated for College Council Chair along with Grace Funai. Section 3 of the charter was reviewed to determine whether nominees actually followed the specifications of the charter when nominating potential chairs. According to the Charter both Grace Funai and Sherri Fujita do not qualify for the position. It was reported that Sherri Fujita withdrew her name over the weekend. Grace Funai accepted the nomination and as such her name was placed on the ballot. It was also noted that there was no interest in the position when it was offered to the members of the current College Council so in the effort to fill said position these decisions were made and accepted by the Council.

Motion to support Grace Funai as College Council Chair (Christine Quintana/Jeanne Ryan).

Jeanne Ryan seconded with the amendment that College Council do a review to address how to deal with electing a new CCC when no eligible candidates volunteer for nomination.

Point of inquiry (Gertrude Kamaka Gunderson). There is an amendment on the floor and that amendment needs to be seconded. Jill Savage seconds the amendment.

Point of order (Gertrude Kamaka Gunderson) – Senate is reminded that the vote on the floor is in regards to the amendment and not the original motion.

Closed ballot.

Yes	21
No	5
Abstain	3

Amendment carries to the motion.

Vote on the original motion to support Grace Funai as College Council Chair with the amendment that College Council do a review to address how to deal with electing a new CCC when no eligible candidates volunteer for nomination.

Yes	21
No	7
Abstain	3

Motion passed.

4. Standing and ad hoc Committee Reports

a. Curriculum Review Committee: End of Year Report—*Annie Brown* – **detailed report attached at end of minutes.**

- There were 102 proposals during the 2013/2014 academic year.
- Deseree Salvador will be the new Curriculum Review Committee Chair.
- Deadline for Curriculum proposals is Monday September 29, 2014 at 4:30 PM. Approval button on curriculum central will be greyed out after 4:30 PM on that date.
- Proposals dealing with modifications, deletions, and the creation of new courses are to be done on curriculum central but it is requested that the first page of proposals for course modifications be printed out.
- Mitchel Okuma is working on improvements and will make those improvements known to us as they progress.

b. ad hoc Writing Intensive Committee—*Donna Moore* – **detailed report attached at end of minutes.**

No report given at Senate meeting.

c. ad hoc General Education Committee—*Ellen Okuma and Robyn Kalauli* – **detailed report attached at end of minutes.**

- Since the last Academic Senate meeting 14 proposals were reviewed and 15 decisions need to be made at today's Senate meeting.
- GEC recommends that the Senate endorse the Liberal Arts DC's recommendation that GELO 10 and GELO 10 Benchmark a be revised. Topic will be discussed and voted on in New Business.
- GEC also recommends that the Senate endorse the request that the ad hoc General Education Committee continue for another two years. Topic will be discussed and voted on in New Business.
- At the last two meetings, the GEC continued to debate 2 primary issues while reviewing course proposals for GE designation. The first issue had to do with college level reading and writing skills in which discussions ensued about the need to clarify which HawCC body is responsible for making sure that we are complying with ACCJC eligibility requirements and UH System and college policies. The second issue had to do with Areas of Knowledge (GELO 7: Humanities, Social Sciences and Natural Sciences). The GEC's discussion indicated that more clarification is needed for applicants seeking Primary Designation in the Areas of Knowledge.

6. Old Business

a. Policy 5.304 Repeating Courses—*John Gabriel James*

Policy revision being proposed reads: If a student is repeating a WI course for a higher WI grade in the same course, then the higher WI grade is kept and the WI requirement is met. Revised policy was reviewed and Senate unanimously voted yes to accept the revised policy.

b. Policy 5.501 Placement Testing—*Jeanne Ryan*

Revised policy was reviewed. Ellen Okuma/Sandra **Claveria** moved to accept the revised policy. Senate unanimously voted yes to accept the revised policy.

7. New Business

- a. General Education Committee Proposals— *Ellen Okuma* and *Robyn Kalauli*
- SOC 218
 - SSCI 111
 - GEOG 102
 - ENG 102
 - SOC 100

- HUM 275
- PHIL 120
- HIST 151
- HIST 152
- BIOL 101
- ASAN 120
- PHIL 101
- PHIL 102
- PSY 170

Motion to vote for all of the GE proposals as a single slate (Samuel **Giordanengo** /Trina **Nahm-Mijo**). Discussion ensues and a suggestion is made that when voting the slate the Senate focus only on the courses that the GEC passed unanimously and not on the courses that did not have unanimous approval. Those courses should be voted on separately.

Robyn: The courses are listed on the agenda and they will be looked at in that order. The first course up is Soc 218. Its primary designation is under Gelo #7, Areas of Knowledge—Social Science; the secondary designation, Critical Thinking is GELO #3 , and then there is also a secondary designation for Cultural Diversity, GELO #9.

Trina: Are we voting individually or what?

Ellen: Well that's... what do you folks want to do?

Sam: I would move that with all of the information that we just vote on them as a slate... to keep the time because people have to leave soon. And we have all of this in our e-mail, if you haven't read it already. Can we just vote on them as a slate?

Ellen: no not everyone has seen it.

Jeanne: Sam and the group, there are a variety of courses, some were passed out of the committee with a unanimous vote, others were passed out of the committee with not a unanimous vote. Might we consider the unanimously moved items as a slate and then talk about the other ones because I would not be able to vote effectively on all of them.

Trina: I would like to second Sam's motion.

Sam: the motion was to vote on these as a slate.

Ellen—before we do that though, all that you folks see is on your agenda. You're not hearing what Robyn was... What we would like to do is tell you about the GELOs and also a couple other things about 2 courses.

Trina: Yeah, it's up there, all the info is up there

Jeanne: Why can't we split out the unanimous ones from the ones that are not unanimous?

Trina: Well, I would just like to see...

Claudia: I think there's a motion on the floor.

Jeanne-- Can we discuss it?

Trina and Claudia-- Yeah of course we can discuss it.

Trina: But there's a motion on the floor.

Claudia: Sam made the motion... And I seconded it...

Jill: I am very concerned about this. I think there are 2 courses that I am particularly am worried about as I am curious how the GEC assessed quality and rigor appropriate to higher education. There are 2 courses on that list that have no prerequisites. And presumably those are at the college level, though I don't know how that has been determined. So, I would not feel comfortable voting on these together. I know all the remaining courses do have prerequisites, so students entering the courses have showed that they have college level reading and/or writing skills. And the 2 courses that I am concerned about, there's no evidence to suggest that. So I do not support voting for all of these in a bucket.

Jeanne: I kind of feel the same way because I think that there may be people here in this room that voted against the courses that were not unanimous, and I'll come forward and say that I am such a person. So, in being told that I have to vote on all them at the same time, that's not really letting me vote. It means that either I have a choice to abstain, which doesn't allow me to participate, or it forces me to either vote yes or no for all of them, when that is not actually what my vote is.

Claudia: I feel like the Gen Ed committee spent a lot of time and I can read the paper. And, I can see that 7 they did 2-5-2. So I feel like in terms of the time, can we ever have a meeting that ends on time? We are supposed to be out of here at 2:00.

I feel like we sent our people to this thing, they spent their time, they did it, they discussed it, I honor the work that they have done, so I just say let's roll with it.

Francis-Dean: My question for clarification. Is the Gen Ed recommending these courses to the Senate?

Trina: Yes they did.

Jill: Well, I would like to know how the Gen Ed committee assessed the quality and rigor appropriate to higher education for SSCI 111 and ASAN 120. Students coming in with 3rd grade reading level can enter those classes. So, I am wondering, maybe there's no text required or how exactly it was determined that these are college level courses.

Jeanne: Again just in terms of the idea that each Senator has a vote, it's true, it was passed out of the committee, all the items on the list were passed, but 2 items were not unanimous. And, I am just kind of curious, so what I am hearing from my fellow senators is that my vote doesn't count, you guys are taking my vote away.

Trina: I think your stating that in a very polarizing manner.

Jeanne: No I am not, I am just simply asking that, because I won't be able to vote...

Trina: But you voted on the committee member and your vote was registered there.

Jeanne: But it won't be registered within the numbers of the Senate. It's the Senate that is the ultimate deciding body. So Trina, you're saying that because I am on the committee, that I no longer count as a Senator?

Claudia: I call for the vote.

Helen: Do we have a second on that?

Francis-Dean: I second.

Christine: Well. Oh my gosh... but...

Helen: All in favor of ending debate...

Jeanne: I would like a secret ballot.

Kenoa: The call for the vote is just to end discussion.

Helen: Right, the call for the vote, is just to end discussion, for those of you who don't know. So those in favor of ending discussion, calling for the question, please say aye, those opposed, say no. Okay, we're going to have to have a show of hands... So, those in favor of ending discussion, calling for the discussion, please raise your hand (18), those opposed, please raise your hand (11), abstain (2). The motion carries, we're going to go ahead and end debate. So, now we're back to calling a vote whether or we are going to approve all of these courses at once, or not...

Francis-Dean: Voting as a slate.

Helen; So for that one, people have called for a secret ballot. So we're not voting yet on whether we approve the slate or not, but just if we are going to vote on them as a slate. So, just for clarification purposes, do you understand the difference? So you're basically voting on whether we are going to vote as a slate, all the courses at once, or not. Yes, no, or abstain.

Secret Ballot vote: 17 yes, 14 no, abstain 0. The motion carries. It was really close. So we are going to go ahead and vote on them as a single slate.

Ellen: I would like to explain 3 courses if I can do that. Eng 102 is coming up for a second primary, PHIL 101 is coming up for a second primary, and PHIL 102 is coming up for a second primary.

Jill: I'd like to know, which courses the Gen Ed committee did not vote unanimously on, and what reasons. (150 mins.)

Ellen: The 3 courses that the GE committee did not vote unanimously on SSCI 111 (5yes, 2 no), HUM 275 (4 yes, 2 no), ASAN 120 (6 yes, 2 no). The concerns voiced by some of the committee members were the lack of prereqs.

Trina: That's not true of HUM 275. HUM 275, it's not the prereqs, that course has prereqs. People didn't understand the cross listed courses

Ellen: Also HUM 10 didn't come through. And that was a prereq for HUM 275.

Jeanne: Accreditors and our policy is very clear on what 100 level courses is supposed to mean.

Call for the Question (Claudia Wilcox-**Boucher** /Francis-Dean Uchima).

Yes	18
No	11
Abstain	2

Motion to vote for all of the GE proposals as a single slate – Closed Ballot

Yes	17
No	14
Abstain	0

Motion passed.

Motion to approve the slate as recommended by the ad hoc General Education Committee (Trina Nahm-Mijo/Francis-Dean Uchima) - Closed ballot.

Yes	17
No	13
Abstain	1

Motion passed.

Jeanne Ryan expressed serious concern about the issue of bullying and non-collegial behavior. She further explained that she did not feel that she was treated in a collegial manner and felt bullied with regard to this vote.

Robyn Gartner expressed her discomfort with the way that the Senate voted and stated that it didn't properly reflect the way that individuals may have felt about all of the courses.

b. GELO 10 Revisions-- *Ellen Okuma* and Robyn Kalauli

ad hoc GEC supports the Liberal Arts DC's recommendation that GELO 10 and GELO 10 Benchmark a be revised.

Suggested revisions reviewed by the Senate. Motion to approve the reviewed changes to GELO 10 and GELO 10 Benchmark a (*Ellen Okuma/Kenoalani Dela Cruz*). No discussion. Motion passed unanimously.

c. General Education Committee Proposed Revisions-- *Ellen Okuma* and Robyn Kalauli

Proposed revisions reviewed by the Academic Senate. Vote to pass the modifications to the ad hoc General Education Committee’s operating procedures

Yes	28
No	0
Abstain	1

Proposed revisions passed.

d. Status of ad hoc General Education Committee

Senate Executive Committee proposes that the ad hoc General Education Committee be extended for another year under Co-Chairs Robyn Gartner and Mai Wong. Mai provided her consent.

The ad hoc General Education Committee proposes that their committee be extended for two years.

Motion to extend the ad hoc General Education Committee for two years (Samuel **Giordanengo**/Kenoalani Dela Cruz). Motion passed unanimously.

e. Assessment Status Report: 2011-12 and 2012-13 for ACCJC—*James Kiley*

Assessment process is improving. Continue to be patient with the process and with yourselves.

8. For the Good of the Order: Thank you to Ellen Okuma for her wonderful service to the college. As said by one of our Senate members “we are losing an amazing pillar of integrity.” Thank you also goes out to Helen Nishimoto for her time as Academic Senate Chair. Best wishes and humble gratitude to both women.

9. Adjourn: 2:26 PM

**Next meeting Friday August 29, 2014
2:00 – 3:30 pm
(Manono campus)**