

# Agenda

Academic Senate of Hawai'i Community College  
Academic Year 2024-2025  
Friday, November 22, 12:00 - 1:55 pm

Register in advance for this meeting:  
[A.S. Mtg 11.22.24](#)

You will receive a confirmation email with Zoom link after registering.

Shared drive link: [AS AY24-25 Shared Drive](#)  
[Executive Committee representatives for AY 24-25](#)  
[Committee Chairs for AY 24-25](#)

1. **Ascertain quorum** (10 senate members including 3 Exec. Comm. members)  
This meeting will be recorded. (see [AS Virtual Mtg Protocols](#) )

## ***KA 'ŌLELO NU'UKIA***

*E lilo ana nā kānaka 'imi na 'auao o ke Kauhale i kupa ho 'oikaika a papau ho 'i i hiki ke 'a 'a i nā kūlana nōhihi o ko kākou kaiaulu mokupuni a me ko kākou kaiaulu honua.*

## **VISION**

Our Kauhale of lifelong learners will be productive and engaged citizens capable of meeting the complex challenges of our island and global communities.

## ***KE ALA NU'UKIA***

*No ka ho 'opi 'i 'ana i ka ho 'ona 'auao 'ia 'ana a kau i ka puaaneane, na ke Kulanui Kaiaulu 'o Hawai 'i e kaulele ma ka 'ike e pono ai nā hoa Kauhale i na 'auao a mākaukau ho 'i. Ma hope mākou o ke ala nu 'ukia o nā Kulanui Kaiaulu Hawai 'i a pau a na mākou nō e lawelawe i ko Hawai 'i nui kuauli.*

## **MISSION**

To promote lifelong learning, Hawai'i Community College will emphasize the knowledge and experience necessary for Kauhale members to pursue academic achievement and workforce readiness. Aligned with the mission of the UH Community Colleges, we are committed to serving all segments of our Hawai'i Island community.

*If you would like your verbal or written comments, not already in an attachment, included in the Minutes, 1) write/paste the words in the Chat, and 2) ask to be "on the record"*

**2. Minutes** now included in the Consent Agenda. [Senate Minutes, Oct 25, 2024. DRAFT](#)

**3. Consent Agenda:**

-Minutes Draft has been updated with revisions and approved by the Executive Committee for the Consent Agenda. Please review.

-Robert's Rule for Minutes:

For major revisions/changes, request Minutes be removed from the Consent Agenda to be discussed in Continuing Business; If there are only minor revisions or none, the Minutes are approved.

**4. Senate Chair Report:** Jana Smith

- a) Welcome to our fourth meeting of AY 24-25 *Keep the Gratitude Attitude!*
- b) Review of Virtual Protocols [AS Virtual Protocols](#) [Civility Document](#)
- c) Senate Webpage [AS Website draft](#) - work in progress. Feedback welcome
- d) ACCFSC/CCCFSC updates - [ACCFSC-CCCFSC AY24](#)  
[CCCFSC 11.22.24](#)  
[ACCFSC 11.22.24](#)
- e) Lamakū Resolution Update - [Lamakū Resolution - HawCC approved](#)

**5. Vice Chair Report:** Luria Namba - Nominations

**6. Campus Updates:**

- 1) Pālamanui - Luria Namba
- 2) Kō - Pele Kaio - The survey is open until the end of December 2024.  
[KōEC Community Survey](#)

**7. Old Business:** [AS Committee Reports AY24-25](#) \*= Course Designation Committees

- a. Curriculum Review Committee (CRC) – Carrie Butler [CRC Report 11.22.24](#)
- b. Data Analysis Committee (DAC) - Donala Kawa'auhau [DAC Report 11.22.24](#)
- c. Distance Education Committee (DEC) – Ashlee Kalauli [DEC Report 11.22.24](#)
- d. Educational Policy Committee (EPC) – Donna De Silva [EPC Report 11.22.24](#)
- e. Faculty Policy Committee (FPC) – Vivian Chin
- \*f. Academic First Year Experience (FYE) - Robyn Kalauli / No'el Tagab-Cruz

[FYE Report 11.22.4](#)

\*g. General Education Committee (GEC) – Kenoalani Dela Cruz [GEC Report 11.22.24](#)

\*h. Hawaiian Asian and Pacific Issues (HAP) – Orlo Steele - [HAP Course 2025](#)

\*i. Academic Sustainability Committee (SUST) – Drew Kapp [ASC Report 11.22.24](#)

\* j. Writing Intensive Committee (WI) – Tanya Dean/Robyn Kalauli as sub chair

**8. Continuing Business:**

a) CRC Proposals approval - Carrie Butler [CRC Report 11.22.24](#)

b) GEC Proposal approval - Kenoalani Dela Cruz [GEC Report 11.22.24](#)

c) EPC policies- update - Donna Pacheco/Carrie Butler - [EPC Report 11.22.24](#)

1) Vote on Course Review Policy:

- [HawCC 5.250 Course Review and Procedure Policy.docx](#)
- [HAW 5-250 Course Review Policy and Procedure - Redlined version.docx](#)
- [HawCC 5.250 Course Review Policy and Procedure - Clean draft.docx](#)

2) Review C/NC Policy, HAW 5.503:

Original Policy: [Credit/No Credit Policy](#)

Redline Version: [HAW 5.503 Credit/No Credit Policy - Redline Version](#)

Clean Version: [HAW5.503 Credit/No Credit Policy-Clean Version](#)

d) Peer Evaluations discussion - This may be a discussion at the next CCCFSC meeting, 11/22/24; [Peer Eval Doc - lbj](#)

**9. New Business:**

a) Grievance Committee - Senate recommendations for faculty members.

Chancellor needs the Senate to recommend four (4) faculty candidates for the Grievance Committee.

The functions/purpose of the committee are:

- Receive written academic complaints **filed by students** that are unresolved at the Div Chair or Dean's level.
- Make a determination as to cause and recommend remedy to the Chancellor in accordance with procedures outlined in [HAW 5.101](#)
- The Chancellor appoints three faculty members from a list of faculty members nominated by the Academic Senate.
- The chair will be a non-voting chairperson appointed by the Chancellor.

**10. For the Good of the Order:**

- a) [AI Resources](#) [AI Resource 2](#) [AI Resource 3](#)
- b) C3S - Cross Campus Course sharing - Check it out - [C3S link](#)
- c) Food Distribution Dates - **November 21, 2024 and December 19, 2024**, 11:30 students & 12:00 noon for the general public by Hale Aloha
- d) Sabbatical leave requests due date = **February 1st**. Please use the Senate-approved rubric as a guide for justification.  
[UHPA ARTICLE VI.A. SABBATICAL LEAVES](#)  
[UHPA Sabbatical Leave Form](#)  
[Sabbatical Leave Rubric](#)

**11. Adjourn** -Robert's Rules: No need to motion or vote. Simply adjourn!

**Next meeting:** *December 13th, 2024, 2:30 pm*

**Have a peaceful holiday season!**

**‘A‘ohe hana nui ke alu ‘ia.**

*“No task is too big when done together” ‘Ōlelo No‘eau 142 - Mary Kawena Pukui*