

Academic Senate Meeting Minutes 2024 - 2025

<p>February 28, 2025 <b>Time: 12 – 2 p.m.</b> <b>Location:</b> Zoom</p>	<p><b>Executive Committee Members Present:</b> Jana Smith, Chair; Luria Namba, Vice-Chair &amp; Pāalamanui Campus At Large; Reshela DuPuis, Secretary &amp; ASU; Lissandra Baldan Jenkins, MNS; Alma Cremer, NURS; Kenoalani Dela Cruz, GSSS; Kapena Landgraf, ENG; Lew Nakamura, ATE; Anjeanette Oberg, SocSci.</p> <p><b>Members Present:</b> Tiffani Amana, Carrie Butler, Sharon Dansereau, Renee AK Dela Cruz, Susie DeSa Dill, Kaipo Dye, Harold GKW Fujii, Camille Hernandez, Pele Kaio, Ashlee Kalauli, Ku‘ulei Kanahele, Donala Kawa‘auhau, Ākea Kiyuna, Glenn-Dee Kuwaye, Tamera Loveday, Chris Midel, Deseree Salvador, Michael Skinner, Orlo Steele, Randiann Tokeshi, Leanne Urasaki, Wailani Walker, Brenda Watanabe, Yining You</p>
<p><b>Call to Order:</b> <b>By:</b> Jana Smith <b>Mins:</b> Reshela DuPuis</p>	<p><b>Guests:</b> none</p>
<p><b>Robert’s Rules of Order on Voting</b></p>	<p><b>In the usual situation, where the rules require either a “majority vote” or a “two-thirds vote,” abstentions have absolutely no effect on the outcome of the vote since what is required is either a majority or two-thirds of the votes cast. On the other hand, if the rules explicitly require a majority or two-thirds of the members present, or a majority or two-thirds of the entire membership, an abstention will have the same effect as a “no” vote. Even in such a case, however, an abstention is not a vote and is not counted as a vote. [RONR (12th ed.) 44:1, 44:3, 44:9(a); see also p. 66 of RONR In Brief.]</b></p>

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**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.

TOPIC	DISCUSSION
<b>1. Ascertain quorum</b>	<ul style="list-style-type: none"> <li>➤ Meeting called to order by the Chair at 12:02 p.m. Quorum has been met, including at least 3 members of the Executive Committee.</li> <li>➤ This meeting will be recorded. (see <a href="#">AS Virtual Protocols</a>)</li> </ul> <p>Vision read by Pele Kaio and Jana Smith Mission read by Kenoalani Dela Cruz and Sharon Dansereau</p>
<b>2. Approval of the Minutes</b>	❖ Minutes now included in Consent Agenda. <a href="#">Academic Senate MINUTES. January 24, 2025. DRAFT</a>
<b>3. Consent Agenda</b>	<p>Minutes Draft has been updated with revisions and approved by the Executive Committee for the Consent Agenda. Please review.</p> <p>1) 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.</p> <p><b>Motion</b> to accept the Consent Agenda:</p> <ul style="list-style-type: none"> <li>➤ Moved by Anjeanette Oberg, Seconded by Kenoalani Dela Cruz</li> <li>➤ Vote: Yes = 23; No = 0; Abstain= 2</li> </ul>
<b>4. Senate Chair Report</b> a) Welcome to our	

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<p>seventh and second 2025 meeting.</p> <p>b) Review of Virtual Protocols <a href="#">AS Virtual Protocols</a> <a href="#">Civility Document</a></p> <p>c) Senate Webpage - Check it out <a href="#">AS Website</a> Feedback welcome</p> <p>d) Senate email address - <a href="mailto:senhawcc@hawaii.edu">senhawcc@hawaii.edu</a> . Launching this month.</p>	<p>Jana Smith: Welcome to our seventh meeting of the year and our second 2025 meeting. I always keep the virtual protocols on the agenda. I shared with the Board of Regents that our Senate adopted a civility document and virtual protocols so that we can keep our meetings productive and so every voice can get heard. Of that, I'm very proud. For those of you who are new or need to refresh your memory, you can always click on those links.</p> <p>The website is up and running. Still want to have feedback if you're up, but it looks pretty darn sharp. The Executive Committee has been very, very helpful in helping me give directions to our wonderful webmaster, Daniel Hernandez. So please check that out.</p> <p>That's our Senate email address. Again, having difficulty getting it, getting the agenda out on that address, but you're welcome to use it. I can check in on it and see if you want to start using that because we're going to try and switch that over away from private emails into [this address]. And then every Chair will be given the password as we move along. Our agendas and minutes are up on the website as well.</p>
<p>e) ACCFSC/CCCFSC updates - <a href="#">ACCFSC-CCCFSC AY24</a></p> <p><a href="#">ACCFSC Agenda 2.21.25</a></p> <p><a href="#">Campus Shared Governance Policies doc</a></p> <p><a href="#">CCCFSC Agenda 2.21.25</a></p> <p>Need feedback on Peer Reviews from all Senators to bring back to CCCFSC for</p>	<p>Jana Smith: At ACCFSC we met with the [UH]President again. Basically, we're talking about how we're going to navigate the state of our administration and federal funding. There's a website that was supposed to have gone up.</p> <p>In Chat: UH System webpage, "New federal policy updates and resources": <a href="https://www.hawaii.edu/federal-updates">https://www.hawaii.edu/federal-updates</a></p> <p>Also, at the ACCFSC, they wanted everybody to list their shared governances. So, I put that link in there too so you can see everybody's governance policies for all the campuses. Ours are pretty simple. Every campus is different, but it was interesting to see them all.</p> <p>The CCCFSC basically [said] there's going to be some policies coming out, which they'll roll down to you folks when they do for approval or review or both or none. [It's] about peer evaluation. Vivian [Chin, chair of FPC] had a part of her report about peer evaluation discussions. It will be timely for us to give feedback to this. And I'm asking you, and not formally, but please email me and let me know and/or Vivian to find out what you feel about the peer evaluations. Our group of Senate chairs were thinking [to have] one per semester before tenure and then one per year after tenure. There's really no policy anywhere. It's just kind of practice. And the two per semester with a reduced faculty is onerous, and we</p>

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<p>Della Teraoka (Acting UHVP of the CCs) to take to system - there is no “policy”, only stated in the TPRC guidelines.</p>	<p>made that point with Della. So, we have to really think about our faculty and the burden it puts on faculty. We're trying to figure out how to formulate this into a policy that's standard across all the campuses because we all agree it's too much. Comment, Kenoa Dela Cruz: On the document that was shared with all the different campus policies, would it be possible to include our link to the Hawaii CC actual governance policy? Because I think the document that was shared in that ACC/FSC has our different governance boards, but the link doesn't take it to the policy. I put in the shared draft: Haw 3.303, Campus Governance. <a href="https://hawaii.hawaii.edu/ovcadmin/admin-manual/haw3-303">https://hawaii.hawaii.edu/ovcadmin/admin-manual/haw3-303</a> Jana Smith: Thank you for that actual policy. Comment: Leann Urasaki: I just wanted to make a comment regarding the discussion about peer evaluations. Vivian's not here today, but I'm serving on Faculty Policy Committee alongside her. She asked if we could speak about it. We'll talk about it a little bit more when we get to Committee Reports, but I just wanted to let everybody know that the committee, as part of its review of the related policy, had created a Google form [survey]. So, we might look at turning this over to you, Jana, so that you can collect feedback, rather than collecting individual emails from people.</p>
<p>f) Transfer Credit Policy (HAW 7.208) status - approved by College Council g) President Hensel's visit on 2/24/25</p>	<p>Jana Smith: The transfer credit policy was approved by College Council. We don't need to do anything more about it. I just wanted to make sure it was in front of everybody. For President Hensel's visit, she was very gracious and very open and she really wants to hear from us. I asked her if she'd be happy to come and visit us at a Senate meeting. So, if you all think that would be a great idea, can you give me a thumbs up, either electronic or real? Good, so I will invite her and then she can speak [to us]. Maybe we should have her for about a half an hour to give time for questions and answers. The Executive Committee will try to figure out when that should be, March or April. Stay tuned.</p>
<p>g) Program spotlight - Agriculture - Lew Nakamura</p>	<p>Jana Smith: This month we're spotlighting the Agriculture Program, heart-healthy food for our people with Lew Nakamura. Lew Nakamura: Today I'm going to use my time to just show you a video that was done by Derek Kurisu of KTA. He did this in 2023 when we actually did our first harvest from our Mauiola project. Jana asked me, what is the one thing that the Ag program does really well? It's our collaborations. You know, we collaborate with a lot of other programs. We also have external collaborations with Honua</p>

	<p>Ola and Food Basket. I think this 15-minute video actually kind of shows you who we collaborate with and how far we go out and how we can use these collaborations to actually get our programs together to do these big projects and get out into the community and help the community.</p> <p>Lew shared a video about the Agriculture Program.</p> <p>[Note: the video file is too large to link. Please contact Lew Nakamura, <a href="mailto:lewnaka@hawaii.edu">lewnaka@hawaii.edu</a> , if you're interested in viewing the video]</p> <p>Comments in Chat:</p> <p>Kenoalani Dela Cruz: Awesome, Lew!</p> <p>Tamera Loveday: That was AMAZING! Thank you!</p> <p>Anjeanette Oberg: You have such incredible energy. Thank you.</p> <p>Carrie Butler: Great ties with the community</p> <p>Pele Kaio: So awesome! Great work, Lew!</p>
	<p>Comment in Chat, Kenoalani Dela Cruz: Question for Jana about agenda item after "President Hensel's visit." What is the "letter from a UH System faculty member"?</p> <p>Jana Smith: There was a UH faculty member, not from our campus, [who sent out] a very long letter. It has to do with Hawaiian sovereignty. Did any of you get this? It was sent out by System. I thought it'd be best to just ask you folks if you feel like you want to look at it before I forward it. So, I'll do it as a separate email. Basically, it was wanting to know what the [UH] President's agenda was concerning the current [Federal] administration's DEI statements. So don't panic. Try not to spread fear, try to just take a breath. President [Hensel] has promised that they are working on it continually. I think the website is supposed to have terminology for us to be able to use, so we can keep our grants going and our programs going without incurring any sort of pilikia. So, keep posted for that, and I will do my best to keep you folks posted as much as I know.</p> <p>Comment, Kaipo Dye: I just put in a link in the chat, and I brought this up in some of our other meetings, that I think ethnicity and indigenous programs are identified and considered differently. I gave you a link to the DOI, Department of Interior, that states on the document, page 3, section 6D, that Native Hawaiian programs are not affected. So that's a differentiation about ethnic-based</p>

	<p>programs versus indigenous programs. They're completely different topics. See the link in the chat, and then you can see for yourself. I don't think we should be panicking about Native Hawaiian programs. <a href="https://www.doi.gov/document-library/secretary-order/so-3416-ending-dei-programs-and-gender-ideology-extremism">https://www.doi.gov/document-library/secretary-order/so-3416-ending-dei-programs-and-gender-ideology-extremism</a></p> <p>Jana Smith: No, there shouldn't panic about anything. First of all, we don't have control over it. And second of all, we need to stay clear and calm for our students. We have to just navigate it as best we can. We have to just stay calm and stay focused and be here and be available. Thank you for that, Kaipo, and I will send out the letter.</p>
<p><b>5. Vice Chair Report:</b> Luria Namba <a href="#">Senate Chair Nomination Form</a> due by March 1st.</p> <p>Nominations update - Chair &amp; Executive Committee Member</p>	<p>Luria Namba: I have sent out a link for the nomination for Academic Senate Chair for the next academic year. It should be in your email inbox. <a href="https://forms.gle/XrGEftHpBjxFz8A6">https://forms.gle/XrGEftHpBjxFz8A6</a></p> <p>The goal is to have the candidate list before the March meeting so that everybody can vote. I put March 1st as a deadline for everybody to put in their nomination just to give some sort of a deadline.</p> <p>If you have somebody in mind or if you would like to nominate yourself, this is not a ballot, it's a nomination for the candidate. If you'd like to put a name, please complete this form. It's a Google form and Executive Committee would have access to the list and we will provide the list at the next meeting. And thank you to those of you who've already put in something. But if you are thinking about it, please don't wait.</p> <p>Jana Smith: And make sure you ask the person that you're nominating first. Thank you, Luria.</p>
<p><b>6. Campus Updates</b> 1) Pāalamanui - Luria Namba</p>	<p>Luria Namba: For the Pāalamanui update, we also had President Hensel's visit to our campus. I think we were the last of the three. We had our own Kīpaepae and we had a really good meeting with staff and faculty with pretty good turnout. And then we also had an open community forum, which was fairly well attended, including one of the State Representatives here from Kona. So that was really, really great. And it was great that community members got to talk to her and have some time. We would love to see her come back again.</p> <p>Jana Smith: Executive representatives to the Executive Committee, if you are okay with staying on, your department probably should know. And if you want to step down, you should probably try and find somebody. All departments really should be having conversations about who can best represent your department. They're supposed to take issues that come to them through the Executive Committee back to the department, and vice versa. The Executive Committee meets every month with the Chancellor.</p>

	<p>Please make sure that you do that because, by the April meeting, we have to elect a Vice Chair from amongst the Executive Committee members, so we want to make sure we have the new ones there if there are any new ones. If they're not new ones, thank you for your service, we appreciate it. We know it takes extra time.</p>
2) KōEC - Pele Kaio	<p>Pele Kaio: Kō is a beautiful campus and there's a lot of potential, and, like Pālamānui and Manono campus, we also hosted President Hensel. She came on Tuesday and we've been saying for the past few years that Kō has a lot of potential.</p> <p>We need to bridge the gap between us and the community. And we have to also beef up our staff, and the Chancellor knows that, and she was waiting for a year to see where the community was at in terms of how to use Kō. That survey went out, and she was able to talk to some people in the community, we were able to bring different administrators throughout the System to come and see Kō, see what the potential is here. Also, for her to determine where [what position] she wants to hire, based upon the needs of the community. So, the President got to see that, too.</p> <p>Some updates: March 12, Wednesday, at 11 o'clock a.m., if you are free, come and join us, we are having the commencement ceremony for our butchery program. Not only have they been learning how to process meat, but they've also been learning how to cook food, so they'll be cooking food, too, they'll be making some lau. In addition to the Chancellor being here for that commencement, the Mayor will also be here, too. So, come out, support these students. There'll be another cohort coming in July, maybe two cohorts coming this summer, so that's exciting.</p> <p>What's exciting for me is that we have also [sent out the announcement] to hire an operations coordinator, if you know anyone that's looking for a full-time position that's skilled in facility operations. If you know anyone that fits that profile, please have them apply. The application is open until March 19.</p> <p>Jana Smith: That survey you were speaking about is the one that closed in December. We had the link on the agenda for a couple of meetings. Do you have any nuggets of wonderfulness from that?</p> <p>Pele Kaio: Most of the people who filled out that survey, fortunately, are our community members that live out here in Honoka'a and Waimea and Pa'auilo throughout Hāmākua. They want more classes. And I agree, we can offer more classes, but not until we have the support. If we don't have the support for the students here at Kō, then it doesn't make sense to have all these classes when we can't support them.</p>

	<p>Another big one for the community was the kitchen. They want access to the kitchen, they want to use it. A lot of that is really for either personal use or for businesses. They're looking for a certified kitchen in the area. So that's not necessarily what we're set up for. But I did pitch to the community that if they are wanting to use the kitchen for educational purposes, then that's something [we can host]. We've had someone that's from the community who came to teach Honoka'a High School students how to make baked goods. It was a fundraiser for the students who are trying to go to a graduation trip in California, to Disneyland. Something like that we can host. I've already reached out to the County and the Department of Health to make sure that we are able to do these kinds of things when we don't have the certification [yet].</p> <p>The community just didn't realize that we were open because we have that huge gate on the construction end, so they thought that we're still under construction, they didn't realize that we are open. I told the Chancellor that we need a big sign that's right out in front of the pavilion in that grass area where all the cars are driving by, to say that we're open and to register for Fall, so hopefully that gets some eyes.</p> <p>Jana Smith: Thank you, Pele. I'm glad to hear that there's motion happening, it's important because it's a wonderful community resource and it was pretty happening before COVID.</p> <p>Pele Kaio: Kō had almost two years when it transitioned to us [from UH-Hilo] and then COVID happened. The community just thinks that we haven't come back after that, but we're trying to. In addition to the operations coordinator position, through some advocacy and talking story with [Chancellor] Susan [Kazama] and then also with [UHCC VP] Della [Teraoka], there will be a Director position created and that will be going out for hire, hopefully soon. I'm sure you'll see that in an email. If you guys know anybody that wants to apply, that position will be going out, too.</p>
<p><b>7. Old Business</b>  <a href="#">Committee Reports 2.28.25</a></p>	<p>*= Course Designation Committees</p>
<p>a. Curriculum Review Committee (CRC) – Carrie Butler <a href="#">CRC Report 2.28.25</a></p>	<p>Carrie Butler: We are accepting proposals to be effective for Curriculum Fall 26. If you have any questions, please let me know. The due date for the proposals is May the 15th. We'll work with you if it needs to be a little bit later, but ideally May the 15th is when we get them all submitted.</p>

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<p>b. Data Analysis Committee (DAC) - Donala Kawa'auhau  <a href="#">DAC report 2.28.25</a></p>	<p>Donala Kawa'auhau: We met last week Thursday. We are planning a workshop/training on April 30th, and we're going to be giving more information in March, about an intro to data. It's going to be a three-part series that we're going to offer.</p> <p>Also, we are looking for new members, so if you are a member of any group and you would like to be a part of our committee, please email me. We currently have two from GSSS and two from BEaT. So any other program, it would be very helpful if you would like to join our committee. Email me at <a href="mailto:donala@hawaii.edu">donala@hawaii.edu</a>.</p>
<p>c. Distance Education Committee (DEC) – Ashlee Kalauli  <a href="#">DEC Report 2.28.25</a></p>	<p>Ashlee Kalauli: I just want to highlight something in the report. We have linked revisions to the former distance education asynchronous peer eval form, and we have revised that eval form to include more details on RSI so that it adheres to the ACCJC rubric that they are using for their peer review this semester. We also modified the form so that it can actually be used for any type of DE course modality. It is no longer specific to async courses. Next meeting, we'll be just seeking Senate approval for that new form. It's linked in [the report] for people to peruse before a vote of approval at the next meeting.</p> <p>Comment, Leanne Urasaki: Since we have so many new faculty who may not be aware of that old peer eval form that we've had around for so many years, we're going to be seeking Senate approval as an approved or a recognized evaluation tool, although it was never passed to begin with as a required tool. What we're seeking is just the acknowledgement that it has been updated and that new form will become available for use. It'll be posted on the College's website. But again, it's not something that is required to be used because I know some departments still have their own rubrics that they're using. I just wanted to make sure that was clear to everyone.</p>
<p>d. Educational Policy Committee (EPC) – Donna De Silva</p>	<p>See report.</p>
<p>e. Faculty Policy Committee (FPC) – Vivian Chin</p>	<p>Leanne Urasaki on behalf of Vivian Chin: Vivian asked me to speak about the form that I mentioned during your Chair's report. One of the reviews that we've been taking a look at is the 9.205, which is the peer evaluation of instructors and lecturers policy. And, through that review and discussion at Senate, we were looking at trying to gather feedback from faculty about what they would like to see in terms of the peer evaluations after tenure. Before tenure, it's pretty much specified in the contract renewal guidelines. But once you reach tenure and you're writing for promotions, there's nothing written. Now that comes to a head at the CCCFSC, we, as a committee [decided there's] no sense in revising the policy. [If] they come down with something, then we're going to have to change the policy again.</p>

	<p>But since we were working on this Google form, we wanted to know if, one, Jana, you would like us to send it out from the committee, or would you like us to turn it over to you to edit and then send out, since you're being asked to gather feedback from CCCFSC? Either way, we're happy to do that. Or you can just not use ours at all and just create one from scratch or ask people to email you. No reinventing the wheel. We're happy to turn it over to you. Or if you wanted us to send it, we'll send the link to you, but we'll gather the results and give it to you, whichever you feel you'd like to do.</p> <p>Jana Smith: I like the number two option. That sounds very good.</p> <p>Leanne Urasaki: We'll get you the revised link, and then you can send it out to the Senators to gather feedback for that.</p> <p>If I may, I'll just put my UHPA hat on for a quick second. I just wanted to share with everyone that this question about peer evals after tenure or for promotion has been brought up pretty regularly at those workshops when Jim [James Kardash, UHPA Associate Executive Director] comes down and sits in. He entertains questions. Last year when I was attending, I tried to pin him down with the same question. I was asking very pointed, very specific questions about it, whether we should add it to if our division wanted to have expectations, do we put that into DPC guidelines? So at least it's documented for our applicants to point to a reference to say, we've done these evaluations based on our department expectations, and we could point to the department guidelines. He was quite clear in saying that's not something that UHPA recommends or supports. The contract does not have any requirements for peer evaluations after tenure, which is why it's not part of the promotion guidelines. And if we did start putting those expectations in department DPC guidelines, then that creates a requirement now that is not negotiated through the contract or required by the contract. So, he just wanted to be very clear that he wasn't supportive of that, especially since it's not written into the contract and for us to tread lightly. But of course, if System is going to be creating policy around it, they will have to work with the union and negotiate that, too. Since I am currently wearing that UHPA hat, I thought I would just share that with you folks, just to throw it out there so you know what's been said so far.</p> <p>Jana Smith: Thank you for sharing that, Leanne. I think that we [should] err on the side of caution. Let System go toe to toe with the union on this. And if there's enough groundswell from the entire state faculty, I think that they will have to pay attention to it, whether they like to or not. So, thank you for enlightening us on that piece.</p>
*f. Academic First Year Experience (FYE) - Robyn	See report.

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Kalauli / No’el Tagab-Cruz <a href="#">FYE Report 2.28.25</a>	
*g. General Education Committee (GEC) – Kenoalani Dela Cruz <a href="#">GEC Report 2.28.25</a>	<p>Kenoa Dela Cruz: I move to amend the February 28, 2025 Academic Senate meeting Agenda to add “Approval of GE courses” under New Business.</p> <p>Motion to amend agenda to add: “Approval of GE courses” under New Business</p> <ul style="list-style-type: none"> <li>➤ Moved by Kenoalani Dela Cruz, Seconded by Kapena Landgraf</li> <li>➤ Vote: Yes = 21; No = 0; Abstain= 0</li> </ul>
*h. Hawaiian Asian and Pacific Issues (HAP) – Orlo Steele	<p>Orlo Steele: The committee met on the 11th of February, and there were no new proposals. However, we do have some internal proposals that are being put forth, and we'll meet again on the 11th of March, and hopefully if we get those together, we'll submit something to the Senate for the next year.</p>
*i. Academic Sustainability Committee (SUST) – Drew Kapp <a href="#">SUSTC Report 2.28.25</a> <a href="#">SUSTC Report 2.28.25 - rev</a>	<p>Sharon Dansereau on behalf of Drew Kapp: Drew wasn't able to make it today but he asked me to explain that we did submit a revised report because the committee was able to meet this week and we approved five new courses, five wonderful new Sustainability designations.</p> <p>These don't need to be voted on, but just for your information we have BIOL 124L, CHEM 100, HWST 130, MATH 115, and PSY 100. So, a lot of great new options of Sustainability designations. Those are all instructor-level, so thank you to those instructors and faculty who put forward all these different disciplines Sustainability designations.</p> <p>We also have been working on a reaffirmation statement for our commitment to sustainability. That draft is [linked in the report] as well: <a href="#">Reaffirmation to our Commitment to Sustainability</a></p> <p>Jana Smith: It’s a wonderful thing, especially coming up to Earth Day, to have us affirm in our own minds. This reminds us that we are dedicated to having a sustainable future for our island and our world. And it's done with the University of Hawai’i Imperatives and the Hawai’i Community College Ka’ao Ka’ika’i Kuleana. Thank the committee for sharing.</p> <p>Sharon Dansereau: And of course, the links to the Lā Honua events are also on that report as well, if anybody hasn't seen those. Those will be coming out by email, too.</p>
* j. Writing Intensive Committee (WI) – Robyn Kalauli as sub chair	See report.

<p><a href="#">WI Report 2.28.25</a></p>	
<p><b>8. Continuing Business</b></p> <p>a) <i>Lamakū update</i> - Della Teraoka is gathering feedback from faculty regarding the Lamakū experience. A survey may be going out later this semester.</p> <p>i) Instructor support:  <a href="https://secure.smores.com/n/g72np-winter-lamak-support?ref=email">https://secure.smores.com/n/g72np-winter-lamak-support?ref=email</a></p> <p>ii) Student support:  <a href="https://www.uhonline.hawaii.edu/discover-d2l-brightspace/students">https://www.uhonline.hawaii.edu/discover-d2l-brightspace/students</a></p>	<p><b>Items for Further Discussion/Revision/Vote Approval</b></p> <p>Comment, Leanne Urasaki, ITSO lead faculty: The [Lamakū] link you have [on the agenda] under instructor support is an old flyer. We send out newsletters pretty much every month, and my March newsletter is ready to go, it should be coming out on Monday. [The other link on the agenda] is the Discover Lamakū website, [which] is always updated by UH system. They've added a whole bunch of videos. We also point to them on our newsletter for you so that if there's any links that you want to share with students, just point your students to that website. It has a lot of information, tutorials and videos for them.</p>
<p><b>9. New Business</b></p> <p>Motion to amend agenda to add: "Approval of GE courses" under New Business, approved on the floor.</p>	<p>Kenoalani Dela Cruz, GEC Chair: We have five courses up for GE designation. Mahalo to our DCs, Orlo, Drew and Ku'ulei for supporting the proposers in this process, and mahalo to the GEC. One course will be designated for five years, two courses for additional four years, and two courses for an additional two years.</p> <p><b>Motion</b> to approve GEC courses as a block</p> <ul style="list-style-type: none"> <li>➤ Moved by Kenoalani Dela Cruz, Seconded by Orlo Steele</li> <li>➤ Vote: Yes = 20; No = 0; Abstain= 0</li> </ul> <p><b>Motion</b> to approve the block of GEC courses</p> <ul style="list-style-type: none"> <li>➤ Moved by Kenoalani Dela Cruz, Seconded by Lissandra Baldan Jenkins</li> </ul>

	➤ Vote: Yes = 20; No = 0; Abstain= 0
<b>10. For the Good of the Order</b> a) President Hensel's presentation to the Board of Regents regarding all of the Executive Orders and their impact on our campuses. <a href="#">View the full report.</a>	Jana Smith: I put President Hensel's full report as a link [on the agenda].
b) Nominations for Faculty and Staff Awards - Due March 7th. <a href="https://hawaii.hawaii.edu/faculty-staff">https://hawaii.hawaii.edu/faculty-staff</a>	Jana Smith: Nominations for Faculty and Staff awards are due March 7. There's a link [on the agenda] where you can nominate people [who are] most wonderful and get their most wonderful awards.
c) Meeting for faculty sharing about AI - Lissandra email: <a href="mailto:lbaldanj@hawaii.edu">lbaldanj@hawaii.edu</a> <a href="#">AI System Info</a> <a href="#">AI Recommendations</a> <a href="#">AI Resources</a> <a href="#">AI Resource 2</a> <a href="#">AI Resource 3</a>	Comment, Lissandra Baldan Jenkins: I just want to tell you about AI events that we're going to be having on our campus on March 12 and April 9. Everyone is welcome to come and play with AI tools or share how we were using it. If you're using artificial intelligence tools in your teaching, helping to engage our students, come and share your experience. It's going to be on Wednesday from 9am to 10am. The Faculty and Staff Development Committee will be sending an email about that. I also quickly would like to remind you that we have a rare celestial event happening today, which is the alignment of seven planets. So basically, from the perspective of Earth, those planets are going to be aligned on the side of the Sun, which is actually an optical illusion, but it is a rare event. So right before sunset, look at the sky, you might be able, if you're in a higher altitude with clear sky, to see for sure Venus and Mars, and other planets. You can also use an app on your phone, there is the Google Sky map, that you can [use to] see that alignment. The other thing important about that is to keep our moods up, especially today, because it's such an important astronomic event.

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d) Lā Honua - <a href="#">Lā Honua Event Info</a>	
e) C3S - Cross Campus Course sharing - Check it out - <a href="#">C3S link</a>	
f) Faculty 5-year review Policy - (Ties into Peer Evaluations) Faculty <a href="#">5-year review items</a>	<p>Leanne Urasaki, UHPA Board member for Hawai'i CC: Putting my UHPA hat back on, first of all, thanks to people who were able to make the UHPA meeting that was held yesterday. My sincere apologies to Pāalamanui and Kō. We sent out a Zoom link for them to attend and when Christian [Fern, UHPA Executive Director] was here and opened up his Zoom meeting, he opened up a different one. So, the links didn't match and I unfortunately didn't know that until the meeting was over. I sincerely apologize about that and I'll be very mindful of that the next time around.</p> <p>I put in chat, they are planning campus visits in March and in April. The March campus visit will be on the 27th. It's again on a Thursday, but this time it'll be in the late afternoon, 1.30 to 3.30, Manono campus, Hale Aloha, room 139.</p> <p>And at Kō, it will be in room 206 and Pāalamanui will be in Panini 126.</p> <p>Comment in chat, Leanne Urasaki: UHPA Campus Visit</p> <p>Thursday, March 27, 1:30-3:30</p> <p>Manono campus: Hale Aloha Room 139</p> <p>Kō Education Center: Zoom via Room 206</p> <p>Pāalamanui campus: Zoom via Panini 126</p> <p>(There will be another visit in April, date/time TBD)</p> <p>Leanne Urasaki: I've already received the question whether these meetings are recorded and they are not. As you can probably imagine, union business is very private, very confidential. So, the meetings are not recorded and they are requesting that participation be in person, even if it's going to Pāalamanui or to Kō to interact via Zoom. They're not making the Zoom link available to people to attend virtually from home. This was in response basically to feedback from members that they are wanting more in person connection with the UHPA staff. They are trying to figure out a schedule where they can, maybe in the next academic year, go out to those locations, maybe once or twice during the academic year. But for these three meetings, in February, March and April, they're doing them in tandem when they</p>

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	come down to do UH Hilo, they've been coming down to the Manono campus for these. If you do have any questions, feel free to reach out to your faculty reps or to me. We can put you in touch with whomever would be best to answer those questions for you.
g) Mala Days flyer <a href="#">Mala Days Spring 25</a>	
<b>11. Adjourn</b>	<p>Jana Smith: I know all of us are doing more than our share, but we do it happily and joyfully. I'm so proud to be part of this faculty. Thank you, everybody, for all you do. Mahalo! And, be on the lookout for that letter that I'm going to send on and the peer eval link form. Have a wonderful spring break. Take care of yourselves and each other. Aloha!</p> <p><b>Meeting adjourned at 1:34 p.m.</b> Robert's Rules: No need to motion or vote. Simply adjourn!</p> <p><b>Next meetings:</b> <i>March 28, 2025 12:00 - 2:00 pm</i> <i>April 25, 2025 12:00 - 2:00 pm</i></p>