
Guest present: L. Osako, ASUHMC

I. Call to order at 1:30 p.m.

II. Approve minutes of Jan 13, 2017 meeting.

- Add Neil Stotts, and revise Ann Scharnhorst name.
- Motion: Kate Acks 2nd: Rosie Vierra. Unanimously approved.

III. Reports / Old business

a. Course Evaluation System – David Lassner and staff will attend ACCFSC 2/24 meeting, more to share after that meeting. Committee Members include student - Akane Joseph, Whitney Hashimoto, Jan Moore, Amir Amiraslai, Mark Hoffman, Kate Acks, and Julie Powers.


c. Social Committee – Whitney – April 22 (Saturday at 10:30 a.m. lunch to follow) tentatively being scheduled at Ocean Vodka Tour in Kula. More research and more information to follow in March.

d. Curriculum – Lorelle/Tim – List of classes not taught more than 5 years ago.
   i. 101 -- old courses, 25 courses saved by faculty who wanted to retain specific courses, 76 retired courses
   ii. John’s office how to cope with 5 years or later – identify a process how to keep courses reviewed or updated
   iii. Julie Powers disagreed with list… and wanting to retain it longer
   iv. Cliff suggested 5 year review process to maintain course
v. Lee – change HSER program map to seamless transfer to UHWO – Bachelor’s Program ending, used to require 11 courses, reduced down to 7 courses. Substance Abuse Course specialization removed due to no industry need considered as a separate AA, rid the CHW course too. Motion – Tim Marmack, 2nd Kate Acks. Thank you to Tim, Lorelle, Ku’ulei, Shane, and Debby.

vi. Special Topics input deadline is due, Friday, March 10 through Kuali.

vii. Two-year life and could have it taught for 6 times (FA/SP/SU).

viii. Curriculum Deadline is Monday, April 3

ix. Program Changes only in FA, class changes only in SP. Jennifer – SP changes are not made to the catalog in a timely manner for FA.

x. Catalog deadline due Monday, February 20 to Diane Meyer.

IV. New business

● FYE designation on classes – Kristine – KAP uses an FY designation by course set aside for 1st year students, in banner, a reserved list, through a tribute code vs. creating two CRN’s for one class.

● TPRC and duty period
  o Kaleikoa: we should make sacrifices to do this and if we are on duty during Winter Break --- we should make time to do so.
  o Sally: let people see what is on the TPRC doc.
  o Nani: TPRC doc provides the letter for Chancellor to make a decision. Suggesting Winter Break -- not to discourage traveling but to be participative.
  o Denise: Difficulties assessing someone’s document in just a day
  o Julie: does not want the whole online forum. How do we deal with expectations at one campus and not on another campus?
  o Can meet as early as mid December or during the week of meetings in January
  o More discussion ensued
  o KapCC precedent that you can request to see your TPRC letter with names redacted to improve on future documents.
  o Kate: Suggest that campus meeting happens in spring in addition to fall to discuss the dossiers

● Denise: for screening committee, Civil Service and APT should be allowed by their supervisors to meet during normal work hours for committee.

New Business:

● Anne Scharnhorst: Van Ho, new nursing faculty.
Announcement:

- Tim Botkin/Cliff Rutheford – Nicolette with OCET, Landscape Project, Sustainability Co-Chairs (Cliff/Stuart Zinner) --- back Landscaping Project – since November 2013 meeting to create a sustainability project.
  - Improve quality of life at the Great Lawn, shade back of KAA, how to incorporate NH plants, pathway and shade, 2-large trees that shade the window. Monkey Pods 60-80 feet horizontally, about 100 feet wide, will not interfere with graduation. Create convening place – to provide shade for events.
  - Use $25,000 procure trees and Ann and Robert.
  - Earth Day planning -- planting for volunteers, blessing for campus Friday, 4/21 with food, in the morning of work, blessing (values), reflection
- Impasse for UHPA contract negotiation on 2/1–mediation in March.

Next Meeting: Friday, 3/10

V. Announcements

a. Next Senate Meeting Friday February 10, 2017 from 1:30-3 pm.


c. UHPA Faculty Forum February 24 & 25, 2017