



ACADEMIC SENATE MEETING
Friday, October 14, 2011
Ka'a'ike 105
1:30 – 3:30 p.m.

Called to order 1:52PM

Present: Marnie Masuda, Emily White, Maggie Ward, Solange Alzamora, Jung Park, Lee Stein, Sean Calder, Bruce Butler, Jennifer Owen, Juli Patao, Bert Kikuchi, Kehau Newhouse, Cyrilla Pascual, Kahele Dukelow, Kaleikoa Kaeo, Donna Harbin, Samantha Schwartz, Conrad Hornick, Carrie Ann Shirota, Derek Snyder, Stephen Kameda, Carlton Atay, Laroy Jannis, Misti Furomoto, Melissa Van Pelt, Jaymi Wilson, Dale Nahoolewa, Shidong Kan, Amir Amiraslani, Refugio Ganzalez, Eric Engh, Diane Meyer, Kate Acks, Catherine Thompson, Melissa Kirkendall, Debie Amby, Kathleen Hagan, Gayle Early, Elaine Yamashita, Ann Emmsley, Ann Coopersmith, Cathy Bio, Joyce Yamada, Rosie Vierra, Kalei Kaeo, Tim Marmack, Daniel Kruse, Mollie Fleming

MINUTES

**Consent Agenda. Why: To use our time for discussion on issues, use our time together wisely.
Be green – make your own copy of the agenda and materials if you need.**

I. Call to order

Consent items – please read reports below and notify chair of items to be pulled from consent and moved to discussion:

- Planning and budget - Sally Irwin – See report on p. 3-4
- WASC accreditation update – Institutional proposal in process. Strategic plan process is being created.
- Inspired Teaching Committee (ITC) – TODAY after Senate – Pa'ina 2nd floor skills lab! See details on p. 3.

II. Minutes from 9/9/11 – Mahalo to Gayle Early; accepted without changes.

III. Discussion items:

- Update on documents sent to Chancellor: Charter, Resolutions on emeritus, transcript evaluator (see p. 4-5);
Points from chancellor on charter- duty of senate chair and ASEC; ambiguities on how to address opinions; and more
Chancellor sent transcript evaluator resolution back unsigned. Chancellor states that he believes the creation of a system-wide transcript evaluator position would be the most cost-effective, however, the resolution states the position could either be for Maui College or a shared position with other campuses. Elaine will talk with Clyde to clarify the apparent disconnect between the response and resolution.
- Comments on budget information- VP John Morton just spoke on these issues, see below

IV. Standing Committee reports:

- Curriculum: Maggie Bruck, Kahele Dukelow – See p. 2.
Curriculum central underway
Deletions recommended for many courses not taught in decades, do not even have titles
Motion to delete seconded by Kate Acks, all in favor
- Policies and Procedures committee: Kulamanu Ishihara, and Tim Marmack
 1. Drop Policy- Discussed at meeting, no action taken, will continue to discuss at November meeting

2. Proposed language for Academic Probation Policy (See p. 2). There will be a warning period/phase (A) and probationary phase (B)
This is increasing workload for counseling. Comments from Steve Kameda- Banner will now alert student that they are repeating a course, and this will not be allowed without override. Question about whether Banner will provide dates course previously taken, not now. Per Steve, need rules on when a student will be allowed to repeat. There will be time to review and provide input.
3. Proposed Repeat Policy (See p 2). Tim will send out the current and proposed policies. Needs more discussion

- Comments on Budget committee: vacant positions (15) targeted for hiring freeze, what may be kept open? Question per Kate Acks, how are decisions made when positions are moved around between departments. Appears to be at discretion of chancellor. Will be discussed by ASEC.
Eric Engh concerned about discrepancy in pay between long-term lecturers and full-time positions. Discussion about hoarding dormant positions at Manoa. Process? Are they at risk of de-funding by legislature?
David Tamanaha here- our instructional and O/M budget in deficit past 3 years; decision made to fully fund instruction, about \$900,000 and then some positions had to be frozen for half a year or a full year.
John Mckee working on strategic planning process
Position freezing can be discussed in departments and ASEC, and come back with comments.

- V. Announcements – Register for and participate in the “Walk a Mile in Her Shoes” on Tuesday!!
Oct. 18, 11AM-1PM. Men walking in high heels.
IT-C committee meeting today- pasta making with culinary arts
Pumpkin patch on Oct. 22

Adjourned at 2:47PM

- VI. Next meeting – November 4, 2011, 1:30 p.m.

Curriculum for Academic Senate Approval on Friday, October 14, 2011.

2011.09	ENG 310	Research and Writing	9/28/2011	deletion	T. Marmack
2011.1	ENG 257C	No title found	9/28/2011	deletion	T. Marmack
2011.11	ENG 257D	No title found	9/28/2011	deletion	T. Marmack
2011.12	ENG 257G	No title found	9/28/2011	deletion	T. Marmack
2011.13	ENG 257H	No title found	9/28/2011	deletion	T. Marmack
2011.14	ENG 257M	No title found	9/28/2011	deletion	T. Marmack
2011.15	ENG 257P	No title found	9/28/2011	deletion	T. Marmack
2011.16	FAMR 244	Intro to the Aging Process	10/9/2011	deletion	L. Stein
2011.17	FAMR 245	Special Needs of Older Adults	10/9/2011	deletion	L. Stein

Policy and Procedure

Two items are being forwarded to you for consideration.

1. Policy and Procedure Committee is recommending changes to the current Repeating Courses policy stated in the 2011-2012 Maui College Catalog. The committee is recommending this policy be implemented in Fall 2012. (See proposed language below)
2. Policy and Procedure Committee (in consultation with the Academic Probation Policy Implementation Committee) is recommending two changes to the Academic Probation Policy
 - A. A Warning will be notated on the permanent academic record. (currently there is no notation on the academic record.)
 - B. The student will be required to meet with an academic advisor.

Current

Repeating Courses

Students may repeat any UH Maui College course once with the instructor's permission, then may repeat a course only with the permission of the Vice Chancellor of Academic Affairs. The credit from a repeated course is entered once toward the credit earned and applied only once toward a certificate or degree requirement, unless specified otherwise in the course description. All grades are reflected on the transcript, but only the highest grade is computed into the grade point average.

Proposed

Repeating Courses

Students may repeat any UH Maui College course once without consent. After the course has been taken two times (and the student attempts to enroll in the course for a third time), permission must be granted by the receiving instructor, program coordinator, or department chair. Further repeating of the course must be approved by the Vice Chancellor of Academic Affairs. The credit from a repeated course is entered once toward the credit earned and applied only once toward a certificate or degree requirement, unless specified otherwise in the course description. All grades are reflected on the transcript, but only the highest grade is computed into the grade point average.

Inspired Teaching Committee

ITC topics to be presented on October 14, 2011, Friday, 2nd floor skills lab in the Pa'ina Building, shortly after Academic Senate.

Conrad Hornick will present, "Excitable Cells - Get Current: an exercise in active learning" and the Maui Culinary Academy will offer a 20-30 minute pasta making demo UHMC Alumni and Chef Instructor Jake Belmonte. Chef Jake and his students will explain fundamental ingredients, proper mixing and sheeting of simple pasta that can be easily prepared at home with the simplest of kitchen tools.

Budget Committee October 11, 2011

David Tamanaha reported the following Budget Challenges:

1. UHMC will not absorb any of the \$11.1M budget reduction that was imposed over the UH system. This will help protect our limited reserve funds (which are currently at approximately \$2.4 million and the lowest percentage reserves amongst the 7 Community Colleges) and the fact that Maui County receives the least amount of General Funds for Higher Education amongst all of the other City and Counties in Hawaii (Honolulu, Hawaii and Kauai).
2. UHMC will receive \$280,055 from the UHCC system to support our Energy Performance (Johnson Controls) revenue bond payment (\$423,191). This is for FY12 only.
3. UHMC will receive \$31,909 to support the faculty/lecturer salary restorations. The salary restoration estimate is \$623,773. The remaining salary restoration will be funded with UHMC tuition and fees generated by the tuition rate increase.
4. Cost for electricity increased by 29% from last year, \$429,000.
5. Mandatory financial aid scholarships increased by \$96,000, from FY 2011 to FY 2012
6. Instructional and Operations and Maintenance costs have increased over the past years due to expanding facilities and enrollments. Instructional and OM Budgets were adjusted to accommodate the increases.
 - Instructional costs up have increased over the past few years resulting in a budget deficit of \$932,680 in 2011 and \$565,396 in 2010.
 - O and M costs are up the past three years incurring budget deficits of \$375,701 in 2011, \$880,152 in 2010, and \$507,249 in 2009.

Possible Budget Alignment Strategies which are being reviewed by the Vice Chancellors and their Departments include:

The Marketing budget will likely be reduced by 35K.

Research and Training Revolving Fund contribution of 65K to support the UHMC operating budget.

Freeze 4 vacant permanent non-instructional positions – full year.

Freeze 2 vacant permanent non-instructional positions –half year

Freeze 4 vacant permanent instructional positions – full year.

Freeze 4 vacant permanent instructional positions – half year.

Reduce Construction Academy program funds.

Reduce the Apprenticeship Program lecturer, operating and equipment funds.

Reduce the Campus Security operating funds and contract security by \$50,000.

Reduction to various other costs campus wide such as student assistants, computer replacement funds, maintenance support, overtime, etc.

Projected for FY 2013

- Tuition Rate Increase = + \$306,813 (add'l revenues)

- Energy Performance Contract = + \$423,191 (energy savings)
- Faculty 25% Repayment = - \$186,840
- New Sci Bldg Electricity = -\$268,809 (add'l electricity costs)
- Bond Repayment = \$-280,000
- TOTAL = -\$5,645

Senate Chair Report – 10/14/11

All Campus Council Faculty Senate Chairs (ACCFSC)

Current issues:

- Common course numbering issues. A subcommittee will meet early November to create a process to address discrepancies. If you want to be a faculty “champion” and help convene a committee for your issue, see your ASEC rep for information on who to contact. You’d be expected to set an agenda and help organize the discussion. Travel funding is available so groups can meet in person.
- Questions on budget transparency around RTRF (Research, training, revolving funds) and UH Foundation Fund expenditures was raised. **ACCFSC supports budget transparency in the use of all funds including RTRF and UH Foundation Funds.**

Community College Council Faculty Senate Chairs (CCCFSC)

VP Morton shared information on policies and budget at 9/16/11 retreat in Honolulu. Tasks for this year:

- Review UHCCP 5.203 on degrees, credentials, certificates. ASEC members have the draft policy to share with departments for review and feedback.
- Examine grading practices across campuses to see whether a more consistent grading policy can be adopted.
- Under consideration: matriculation fee (instead of graduation fee), tied to student ID, so student pays only once, up front. When certificates/degrees are earned, it’s already paid for.

Chancellor’s Executive Committee

- Two briefings for legislators – 10/12 and 11/1. House Finance and Senate Ways and Means Committees will be on campus, looking at immediate and long term plans for capital improvement projects. Discussion around growth in the arts (music and visual) need for drama space, audio tech program?
- Facility master plan to be reviewed. Need interested faculty to look at the plan and give feedback. Need for more office space was voiced.
- Discussion about renaming Foreign Language building to ‘Olelo, how to label buildings to include Hawaiian name and useful descriptor.

Follow-up on charter, resolutions:

Revised charter given to Chancellor on 9/15/11.

Resolution on transcript evaluator given to Chancellor 9/15/11.

Resolution on emeritus given to Chancellor 9/15/11. Returned without his signature on 9/27, with explanation that Chancellor has submitted all four names to Office of General Counsel for review, and is awaiting response for OGC.

Parking lot – for items we want to continue to consider

- Deadline for applications every semester
- Timeline for transcript evaluator