ACADEMIC SENATE MEETING  
Friday, March 9, 2012  
Ka’āike 105  
1:30 – 3:30 p.m.

MINUTES


Consent Agenda. Why: To use our time for discussion on issues, use our time together wisely. Please read attachments, be ready to discuss or ask questions.

Be green – make your own copy of the agenda and materials if you need.

I. Call to order @ 1339

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

- Inspired Teaching Committee (ITC) – Session after senate today in Ka Lama 104A! See details on p. 2.
- Assessment – no report
- WASC – Mahalo to all who participated in sessions with Jill Ferguson!
- Elections committee: See results on p. 2
- Budget and long-range planning: Feb. mtg cancelled due to Jill Ferguson visit.
- Policy and Procedures committee: continuing to work on disappearing student, drop period for instructors policies. Also working on response to Chancellor on repeat policy.
- Update on documents sent to Chancellor:
  a. Transcript evaluation resolution: still with VP Morton and VP Johnsrud. Elaine to follow up.
  b. Repeat policy – comments sent by Chancellor, P&P working on response. ASEC working on procedure for policy revisions/proposals to include admin earlier for more collaborative resolution.
- Administrator evaluations survey to Senate began 2/20. First one was Chancellor – 106 people responded. Right now, VC Student Affairs Alvin Tagomori’s evaluation is online. Next is VC Administrative Affairs David Tamanaha
- Social committee: Mahalo for softball game – see Misti’s emails to Maui-announcements.
- Distance learning ad hoc committee – Deanna Reece is heading the committee, see report on p. 3. May
  a. Discussion: should this be under P&P? or should probably be permanent committee? To be decided.

II. Minutes from 2/10/12 – Mahalo to Gayle Early; accepted without changes.

III. Standing Committee reports:

- Curriculum: Maggie Bruck, Kahele Dukelow – See report and action items on pages 2.
  o Description of courses SSM301 and 302 provided by Joie; with pre-requisites
  o Second to proposal by Kate Acks, All in favor, none opposed

- Course map for Hawaiian music credential
  o Tabled till next meeting. Dr. Bob was not available to answer questions.
IV. Discussion items:

- Discussion/vote on common course numbering process for Foundation/Basic Gen Ed courses – see p. 3-4 (from ACCFSC).
- Discussion/vote on proposed UHCCP 5.203 on credentials and degrees. See pdf attachment.
  - BAS degree at Manoa now only 120 credits instead of 124 (trying to cap degrees at 120)
  - Minimum AS credits=60
  - Allocation of credits between lower and upper division needs to be flexible at CC
    Motion to approve, seconded, all in favor, none opposed.
- Introduction of discussions on equity and what it means to be a premier indigenous serving institution.
  - AtD- presentation by John Morton, and Tau from Hawaii CC; very moving.
  - Equity means providing what the student needs, not treating all the same
  - What does it mean to be a premier indigenous serving institution?
    Per Lee, it is incumbent on those with privilege to ask what we need to know, do, to make opportunities available. Requires work on discrimination, all “isms”.
    Allied Health recognizes need for providers to reflect ethnicity of population, goal not yet met.
    History of ethnic populations in Hawaii worthy of attention.
    Per Kiope, need to engage students to identify how they see equity. Need future discussion on how Native Hawaiian funds are spent.
    Professional development, KCC has multiple committees with different approaches. Might be new model for ITC

V. Announcements

New Laulima site
ITC today

Adjourned at 1443

VI. Next meetings – April 13, 2012, **1:30 p.m.** Ka’a’ike 105

May 4 – 1:30 p.m.

**Inspired Teaching Committee**

Joyce Yamada and Rosie Vierra

The ITC session on March 9, 2012 will feature Whitney Hashimoto and Ellen Peterson. Whitney will present her innovative attendance and participation rubric and will include its source, the benefits and potential risks, and a student sample and Ellen will be present on new and emerging technologies and trends in research. Join ITC in Kalama 104, shortly after the Academic Senate meeting (3 pm or earlier) for teaching tips, food, and camaraderie!

**Elections Committee report – Crystal Alberto**

Results from Academic Senate Executive Committee 2012-2013 elections:
64 people voted.

- Business/Hospitality/Culinary Depts: Liping Liu
- Non Instructional/Non Teaching Faculty: Kulamanu Ishihara
- Social Science: Nani Azman
- Humanities: Catherine Thompson
- Lau’ulu: Kealani Cook
Terms begin Fall 2012 and are for two years.

Curriculum Committee Report

At the Academic Senate meeting on March 9, 2012 the Curriculum Committee is submitting the following Curriculum Proposals for discussion and review. More information can be found at the Curriculum Committee web site: maui.hawaii.edu/cc

2012.79 J. Taylor SSM 301. New Course. SUSTAINABLE ORGANIZATIONS. 3 Credits. Course Description: Construct and analyze a business case framework for sustainability-related activities; calculate the carbon footprint of a facility, organization, or set of purchases; identify sustainability metrics for an organization; and perform a sustainability assessment of an organization. Course is a core requirement for the BAS Sustainable Science Management.

2012.80 J. Taylor SSM 302. New Course. ENVIRONMENTAL HEALTH. 3 Credits. Course Description: Evaluates the impact that chemical, physical, and biological agents have on environmental ecosystems. Examines how political, economic, and demographic diversity affects the natural environment with particular emphasis on island settings. Course is a core requirement for the BAS Sustainable Science Management.

2012.85 B. Wehrmen New ASC. ACADEMIC SUBJECT CERTIFICATE IN HAWAIIAN MUSIC.

Submitted by: Maggie Bruck and Kahele Dukelow, Co-Chairs, Curriculum Committee for the committee. The curriculum for the subject certificate is presented, the ASC would exist without the Institute but is currently the curriculum within the program. Two of the Music courses and 1 Econ have not yet been approved by CC.

Questions about whether the Institute will be ongoing. If funding is not sustained this academic subject certificate will continue, it stands alone.

Other programs have had course maps approved when some courses have not yet been approved in the past. However, also question about the as yet undeveloped courses having titles already. Question about different topics in 190v courses (experimental x 3, then needs to be developed into a permanent course) Suggestion that CAR should not contain the IHM name.

Motion to table the approval by Kiope, seconded, moved. Will re-visit this next month

Ad hoc Distance Learning Committee
Deanna Reece

A meeting was convened on February 23, 2012, which included all Outreach sites. While a number of topics were discussed, the following issues have already been identified as points of concern to meet WASC accreditation requirements for DL:

1. Authenticating online student participation

2. Assuring readiness of online instructors and courses

3. Monitoring the quality of online instruction through peer evaluation

4. Establishing a vehicle for implementing campus distance education policies
Currently, the DL committee will function as an ad hoc committee of the Academic Senate. Seventeen people have already agreed to be part of this committee. The next meeting date will be announced soon. This committee will work to establish policies and procedures regarding DL offerings that will best serve our tri-isle campus. It has been noted that though there are/will be system policies, WASC holds each campus accountable for creating/implementing their own policies.

**Senate Chair Report**

**All Campus Council Faculty Senate Chairs (ACCFSC)**
- Administrator salaries – presentation from Office of Human Resources and follow up from President Greenwood clarified how administrative salaries are set and reviewed regularly, using national higher education database and peer institutions.
- Board of Regents appointment process and proposed changes to the process currently in the Legislature were explained by Tom Ramsey, the ACCFSC-appointed representative to the Regents Candidate Advisory Council. He explained that candidates for BOR from Maui and Kaua'i have been hard to come by. Elaine’s note: When there is an opening on the BOR, which sets policy for the whole system, if you know someone who would be a good representative on the BOR, you should urge them to apply.

**For discussion and vote today:**

**Common Course Numbering Process**
- The purpose of the following process of Common Course Numbering is to ensure smooth transfer of courses across the UH campuses in the best interest of the students.

- Our goal as a UH System is that all lower division courses which are articulated within the UH System and meet the Foundation/Basic General Education requirement have the same course alpha, number, title, basic description, prerequisites, and common core course level outcomes (also known as Student Learning Outcomes).

- In situations where 3 or fewer campuses differ with regard to course alpha; number; title; prerequisites; or Foundation GE designation, faculty representatives will work with their respective VCAA to review and make changes as appropriate.

- When substantive differences occur, faculty representatives will meet at a face-to-face discipline meeting, which will be arranged by the Office of the Executive for Academic Affairs. The discipline groups will agree upon a solution, which will be administratively fast tracked via the individual campus curriculum process.

- Decisions made by the individual campuses will be honored by the administration.

- The curriculum committee(s) and the VCAA at each campus are responsible to ensure that a process is in place to prevent future differences for lower division UH Foundation courses.

**Discussion:** what we had discussed previously and recommended is now in this document.

**Motion to pass by Kate Acks, second by Rosie Vierra; all in favor, none opposed**

**Community College Council Faculty Senate Chairs (CCCFSC)**
- Items still under investigation for action include system transcript evaluation process – Morton currently looking at Kapi‘olani CC/UHM model and possibilities of expanding that model. Also still looking at making student application good for two years – biggest barrier is the TB/MMR clearance issue.
- Morton clarified that the credit hour policy issue currently under discussion on campuses is separate from the faculty workload issue, and that campuses should be clear that these are separate issues. Credit hour policy is academic and worked on through the system office and campus senates (Michele Katstutani representing UHMC), faculty workload is UHPA issue and an UHPA committee is working on that (Ben Marquez representing UHMC).

- Matriculation fee still under discussion. Questions from UHMC re: life long learners, how to accommodate past students were relayed to Morton. He is still gathering information.

**Chancellor’s Executive Committee**

- Questions regarding proposed repeat policy were raised. Written feedback from Chancellor is with P&P committee. ASEC consequently working on procedure on policies to include administration in discussion before final Senate vote.

**Achieving the Dream**

- Ben Guerrero, Samantha Bowe, and I represented UHMC at the national Achieving the Dream conference in Dallas last week. Please read Ben’s email to Maui-announcements explaining our experience. It was a powerful experience and I left with three things to share and explore with the campus:
  1. How equity is a foundation of AtD and that equity does not mean lowering standards.
  2. The need to start a conversation on what it means for us to be a premier indigenous serving institution.
  3. Kapi‘olani CC’s model for professional development to explore (Joyce Yamada already is looking at this.)

- Hawai‘i’s version of AtD conference, the Hawai‘i Strategy Institute, will be at Honolulu CC April 20-21. Department chairs made collective decision with VCAA John McKee and AtD lead Ben to invite all new faculty and department chairs and others – we have funding for 40 slots.