



UNIVERSITY of HAWAII®
MAUI COLLEGE

Academic Senate
2010-11

ACADEMIC SENATE MEETING

Friday, April 8, 2011

Ka'a'ike 105

1:30 – 3:30 p.m.

March 11 meeting cancelled due to tsunami.

Minutes

Present: Melissa Kirkendall, Susan Kinsman, BK Griesemer, Kathryn Fletcher, Ryan Daniels, Catherine Thompson, Gayle Early, Derek Snyder, Kulamanu Ishihara, Crystal Alberto, Chuck Carletta, Jan Moore, Nancy Johnson, Samantha Schwartz, Jennifer Owen, kahele Dukelow, Diane Meyer, Marti Wukeli, Debbie Nakana, Tim Marmack, Kalei Kaeo, Joyce Yamada, Wayne Aguiran, Lee Stein, Colleen Shishido, Ann Coopersmith, Kathleen Mumford, Ron St. John, Joie Taylor, Jung Park, Daniel Kruse, Kate Acks, Donna Harbin, Bruce Butler, Ben Marquez, Shane Payba, Laura Lees, Eric Engh, Cathy Bio, Ben Guerrero, Carlton Atay, Francine Ching.

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 at 1:38PM

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

- IT-C – Tentative – next meeting May 6, 3:30 p.m. Guest speaker: David Tamanaha on computer security, and Bruce's band will play!
- Social Committee – fundraising for Japan earthquake/tsunami victims- Spring event May 5, fun walk at Keopulani park, followed by dinner and softball game, proceeds to Red Cross for Japan Wedns April 27 screening of movie "Get a Job" on campus, \$5, student lounge
- Safety plan & procedures – contact Ryan Daniels (ryanbkd@hawaii.edu, x224) if you have questions or an incident to report. New chief security officer, Susan Kinsman, is on today's agenda.
- Planning and budget – no report (chair has to help multiple screening committees). Robyn Klein has regretfully resigned as committee chair, need a committee chair!
- WASC accreditation update – Institutional proposal in process- see discussion below
- Assessment Committee – See report on p. 3
- Deadline for applications every semester – Will continue the discussion in other meetings and come back to Senate with action item (likely app will be good for 2+ years).
- Information items: All Campus Council Faculty Senate Chairs (ACCFSC) gave feedback on revision of Board of Regents Policies. See p. 6. Search for faculty representative for *Regents' Candidate Advisory Council* looking for Neighbor island experience – see p.6.

II. Guests:

- Susan Kinsman, Chief Security Officer: can now see where Security office is, working on many changes kinsman3@hawaii.edu; new security cameras on campus are a deterrent; security will put out a newsletter to advise what is happening on campus

- Ben Guerrero, Francine Ching – Achieving the Dream – Student Success

We are a Native Hawaiian serving institution. First Year Experience program outline, 3 goals.

New students with 3 credits or more need to take Compass test. Considering abolishing late registration. Frosh camp up to 500 students this summer, last time was 100 students. Title III Frosh camp reinforces content of NSO in depth, 2 days. Students can receive 1 credit for IS course if learning outcomes met. Francine supports mandatory student success course. Discussion continues on whether counseling should be 1:1 or in group/class setting. Ben showed data on Compass placement, 87% test into developmental math and 61% into developmental writing. AtD is talking about whether to have mandatory life skills class for new students testing at both developmental math and developmental writing. Per Eric E., these courses can improve student success but may also add another barrier to attending college. Per Kahele, concern about ethnicity/poverty of those students mandated to attend. NSO has improved persistence of Native Hawaiian students, and non – NH. If



students are successful in first year they are more likely to graduate. Kahele raises concern about cost to campus if mandatory, what if they do not finish. Where would this fit? This will be mandated for 40 title III students.

- Francine and Haley Rabago (Retention Coordinator) – Probation Policy update

Discussion: Hawai'i Strategy Institute (AtD) – next steps. 867 students on probation as of Jan 11. They have been notified. List down to 491 on Feb. 28. Students on academic warning have been advised. Holds on 256 students, need to complete life skills assessments, as of now 60 have contacted Haley

III. Minutes from 2/11/11: Need clarification on roster, will delete name.

IV. Standing Committee reports:

- Curriculum: BK Griesemer – See p. 2-3 for Early Childhood Ed. & Human Services proposals to add Math 103 to math options.
Proposals seconded by Kate, all in favor
What is to be done with courses/program proposals that do not get approved? Return to author.
Thank-you to Mike Takemoto for Diversification.
BAS sustainable science to go before BOR this month
- Procedures and Policy – Kulamanu Ishihara/Tim Marmack – At the last Academic Senate meeting in February it was suggested from the floor that we look into by-laws. After consultation with the Policy and Procedure Committee, we request a vote from the Senate to determine if by-laws should be developed along with a revised Charter. The vote will confirm the Academic Senates recommendation to draft by-laws for the Academic Senate and give our committee direction as to next steps.
Motion by BK for this, seconded by Dennis
Question per Kate, is power lost by moving something to by-laws from charter? Per Dennis, weight is the same.
- Nominations/elections: Crystal Alberto – see p. 4

V. Discussion items:

- WASC accreditation, Diane Meyer: PPT slide report- 2 themes- 1) Visioning UHMC, who are we? Steering committee meeting to work on the questions, focus groups; expect to have new vision, mission statements and ILOs. Drafts of UHMC mission statement, vision statement presented. (from spring convocation meeting). They may need to be reversed. Core values outlined. 2) Closing the loop on assessment, what evidence will help us evaluate student support, etc. Work plan and milestones presented for spring 2011 to fall 2011. Steering committee will continue work, and submit self-study to WASC in spring 2013. Student services program outcomes outlined.
- Endorse/not endorse statement on common courses - see p. 5-6. Discussion was tabled last meeting.
Suggestion: endorse the concept, and request assurance of budgeting of face-to-face meetings, agreement that no one campus should control the discussion, etc.
Per Kate, Manoa has math course called 140, which includes 135 and 140. Kate moves that we adopt this response. Per Jan Moore, minor differences in course descriptions could result in not moving forward.
Suggestion to add equivalencies to statement; alpha and numbers should be the same but minor words can be different, equivalent but not identical OK. Need same SLOs. When alphas are the same it is the same course, per BK. Consider equivalent learning outcomes. English 100 has 3 different titles across the system. Suggestion: similar course descriptions, similar learning outcomes.
Vote to endorse: all in favor, none opposed.

Endorsement as passed:



UHMC Academic Senate endorses the concept of common course alphas, numbering, title, *similar* course descriptions, similar student learning outcomes and same GE designations for Foundations/Basic and Diversifications/Area requirements with the following recommendations:

- Discussion about discrepancies should be face-to-face and include representatives from each campus, with the travel budget to support the meetings.
 - All points of view should be equally respected and heard. One institution or type of institution should not be the default starting point.
- Ideas about processes for space allocation on campus.
Re: Noe, old science building. Allocated for dental health in past, needs to be on ground floor for accessibility. Where to put large classes? 2nd floor of building will be considered by design sharette.
This process could go through planning and budget committee. Process is on-going, will not be done until 2013. Per Nancy, this was discussed in Exec. Comm. in May and Oct., 2010, and also discussed about using 2nd floor for social science. Bottom floor of lecture halls need to be filled in as they are not ADA compliant, and they also flood. Money for renovation =4.5 mill, need bathrooms and none upstairs, so dental program needs downstairs (no funding available to add bath rooms upstairs). Large classroom space will be available in the new science bldg., 60 student seats per Bruce, and a 120 seat lecture hall. Current 10A/B might hold 75 students. Science classes will be moving from Kalama and other areas to the new building, thereby freeing up space.

VI. Announcements – Vinnie’s party after this!

Working on campus screening (\$5 per person) of “Get a Job” – movie locally produced and featuring Maui actors – including Vinnie.

VII. Next meeting – Friday, May 6, 2011, 1:30 – 3:30 p.m.

Curriculum Committee Report March 2011

At the Academic Senate meeting on Friday, March 11, 2011, the Curriculum Committee is submitting the following Curriculum Proposals for discussion and approval. The committee approved the proposals unanimously.

2010.31 Early Childhood Education Program, Modification – Author: Elaine Yamashita. Add MATH 103 to math options. AS in Early Childhood Education articulates to UHWO BA Social Services and UHWO is requiring MATH 103.

2010.32 Human Services Program, Modification – Author: Lee Stein. Add MATH 103 to math options. Many Human Services students continue their study in UHWO’s BA Social Services and UHWO is requiring MATH 103.

These proposals are posted on the Curriculum Committee website. To read them there, go to the MCC homepage, then to Faculty and Staff on the left, then to Curriculum Committee on the right. That leads to the home page of the committee. The proposals will be under Current CARs.

If you wish further information please call or email the Curriculum Chair at ext. 259 or bkg@hawaii.edu or the author.

Submitted by: BK. Griesemer, Chair, Curriculum Committee for the committee

Curriculum Committee Report

The committee has circulated through the department representatives two forms: the new 5-year review/amnesty form along with the list of courses that need review and updating and a combined Course Outline and CAR for new and modification course proposals, which maybe used starting this semester.



The deadline for Spring proposals is Monday, April 4. All proposals need departmental approval before they are submitted to the committee in both electronic and paper form.

The Curriculum Chair starting Fall 2011 is Maggie Bruck with Kahele Dukelow serving as the Curriculum Central and technical co-chair.

Curriculum Central has moved to the ITS server housed at UH Manoa and the task force group continues to beta test it.

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It has come to the committee's attention that the articulation form previously used to articulate general education courses is no longer used. It has been replaced by the use of Foundation, Diversification, and HAPS course designations and the process is handled via the UHMC Foundations Board, Diversification Board, and HAPS Board. All three are standing sub-committees for the Curriculum Committee. If a course falls outside these designations then an intra-system group, Academic Advisors and Transfer Network (AATN), on which Debra Nakama and Colleen Shishido represent UHMC, handles the articulation issue.

The deadline for Spring proposals was Monday, April 4, unless a department chair asked for an extension. The only department chair to ask was Bruce Butler STEM. The deadline for Fall 2011 is Monday, October 3. All proposals need departmental approval before they are submitted to the committee in both electronic and paper form or via Curriculum Central if in use. The electronic copy should be submitted in a .doc or .doc and .xls format.

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Brought to the committee's attention is the issue of what happens to proposals that are not approved. In the past, the authors have been notified and if the issues cannot be resolved the proposal was left dormant. The committee believes that the same procedure that is followed in the case of ATPs and Program Proposals should be followed with all proposals. With this procedure, a proposal will be returned to the author and it is up to the author to re-submit it in the future if it is still viable. The action taken and stated "Returned to Author," fits into how such matters will be handled in Curriculum Central.

Submitted by BK. Griesemer, Curriculum Committee Chair for the committee

Assessment Committee Report March 11, 2011

The Policy and Procedures Committee, in its process of revising the Academic Senate Charter, has decided not to establish an Assessment Committee as a standing committee of the Academic Senate. VCAA McKee is establishing the "Institutional Assessment and Improvement Committee" under his office and guidance.

On Thursday, April 14 at 4:30 the CASLO (formally CCOWIQ) teams will present their findings on student learning in Ka Lama 104A. Each CASLO team collected evidence on student learning in Fall 2010. All senate members are welcome to come listen to their reports. The guidelines for reporting have been emailed to the team leaders.

Submitted by,
Jan Moore
Assessment Coordinator

Elections Committee Report

Aloha All,

Voting for the 2011-2012 Academic Senate Executive Committee closed on Friday, March 4 and the results are:

55 people voted

Math/Science rep: Ann Emmsley
Nursing rep: Gayle Early
English rep: Tim Marmack
CTE rep: Carlton Atay
APT rep: Peter Fisher

Thank you for participating in the voting process. Congratulations to the representatives.

Mahalo,

The AS Elections committee: Crystal Alberto, Kahele Dukelow, Mary Farmer

Senate Chair report 3/11/11, 4/8/11



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Hawai'i Strategy Institute held March 4-5 at Windward CC. UHMC was well represented with participants and seven faculty/staff presenting workshops. UHMC shared its experiences in Developmental Math, English, in Financial Aid and TLC. Ben Guerrero and Mark Cook were on the planning committee.

Major messages:

- The next step includes faculty engagement, because student success is highly correlated with positive, ongoing relationships with faculty.
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- first day of class is a crucial class that has to engage students – or we tend to lose them. We all need to share instructional strategies (there were workshops at the Institute) that engage students beyond the lecture.
- Windward and Hawai'i CC had powerful presentations on “Why Serve Native Hawaiians?” and about how HI CC has intentionally worked to infuse and engage the spirit of Hawai'i throughout the institution and serve as a cultural resource for the community.
- “Students don’t do optional” was a mantra repeated throughout the conference.
- How do we address “students have the right to fail” and also giving students the information they need to succeed in the higher education culture/environment.
- Support resources for students vary across the campuses. Kapi’olani and Leeward appear to have more institutional support for accelerated English courses.

Ben Guerrero and Francine Ching are here today to talk about proposed “first year experience”.

Last AtD meeting, Chancellor Sakamoto spoke in favor of all students having academic advising before registering. Difference of opinion between administration and senate chair on whether we have enough staff to do so. Consensus at last meeting was that a first year success course should be required for Liberal Arts majors who place in developmental courses.

Chancellor’s Executive Committee

Updates on Johnson Controls contract (still in negotiations, major item is central chiller), budget.

Advanced Technology Solar Telescope Mitigation Plan will submit plan to NSF for funding in the next 2 weeks.

UHMC will receive \$20 million, in 20 year increments for 10 years.

Clyde announced at his Chancellor’s Advisory Council on 3/7/11 that the mitigation proposal was being positively received. Paulaua (in Makena) still going through sorting of legal issues.

Also at Advisory Council – Council members’ initiative to create an endowment that would fund a yearly \$10,000 Chancellor’s award was announced. Still in development.

Hawaiian Music Institute reception for Chancellor’s Advisory Council on April 12.

Susan Wyche working on exploring funding/grants in various venues.

Department Chair meetings

Probation policy implementation details are being worked on. Francine and Haley are here today as a result of discussion at department chair meeting.

Proposed Noi’i renovation plans were talked about. Filling in the bottom floor to help address the flooding problem. Nursing asked for feedback on size of classrooms needed on second level. A “design charette” will be convened to work on this. Creative use of classrooms is being looked at to accommodate the large lecture courses that currently meet in 1st floor of Noi’i. Work on Noi’i projected to start 2013 at earliest.

Community College Council Faculty Senate Chairs (CCCFSC)



Major discussion was around Board of Regents' policy review. VP Morton gave his perspective and emailed CCCFSC members summaries of relevant parts.

UHMC submitted comments on adding language regarding Education Centers, which currently are not described in BOR policies. Mahalo to Donna Haytko-Paoa for the feedback.

There was also discussion on clarification of how new certificates of completion and competence are approved. Currently, campus chancellors have authority to approve, and CCCFSC would like to assure that it stays that way.

All Campus Council of Faculty Senate Chairs (ACCFSC)

1. Common course numbering statement to be endorsed/not endorsed by May 2011 is discussion item (stated below). The statement came from Manoa Faculty Senate, and UHMC Curriculum Committee has pointed out that the Foundations/Basic courses referred are for the most part articulated. Discussion continued at Feb. meeting, and if the campus does not endorse the statement, rationale and recommendations for different wording is requested.

"General Education core courses which are equivalent and/or share the same course number/alpha will be 100% articulated. They will share a common course alpha, number, title, *similar* course description, similar student learning outcomes and the same GE designation." (see endorsement as passed by the Senate after discussion)

GE core course are identified as courses that fulfill Foundations/Basic and Diversifications/Area requirements. With the approval of the GE core MOA (http://www.hawaii.edu/offices/app/aa/articulation/JI_MOA.pdf) in May 2010, all

campuses have agreed to accept the diversification/area designation of the sending campus. Thus, the focus will be on courses meeting the Foundations/Basic requirements. (100-299 course numbers)

Where discrepancies are identified in Foundations/Basic courses, disciplinary meeting will be convened by the Office of the Executive Vice President for Academic Affairs/Provost to discuss the discrepancies and agree on the common alpha, number, title, course description, SLOs and GE designations.

Current courses that do not meet the criterion will be renumbered. Campuses will facilitate the curriculum process to make necessary course changes to meet the goal of 100% articulation."

2. Gmail: VP Lassner agreed to have migration workshops made available to each campus.
3. Faculty distance learning committee (Eric Engh is UHMC rep) will meet one more time this semester.
4. ACCFSC is currently accepting statements of intent from current UH faculty members who are willing to serve as the faculty representative on the Regents Candidate Advisory Council (RCAC.) Faculty are ineligible to serve if they were a member of the ACCFSC within the past 5 years. *Statements of intent are due on Friday, April 8 and should address the following points:*
 1. Discuss your experience with faculty representative bodies.
 2. Explain your commitment to diversity and/or experience serving neighbor-Island communities.
 3. Discuss your ability to make a significant time commitment to this committee. The council will meet twice monthly during the fall semester and your appointment will be for 4-years.
 4. Discuss your understanding of the role of Regents and governance of the University.