

**ACADEMIC SENATE MEETING**  
**Friday, February 8, 2008**  
**Minutes**

Present: Michele Katsutani, Dorothy Pyle, Lillian Mangum, Chuck Carletta, Elisabeth Armstrong, Ellen Peterson, Bert Kikuchi, Nancy Johnson, Cyrilla Pascual, Colleen Shishido, Tim Marmack, Lorelle Peros, Lee Stein, Kathy Fletcher, Donna Harbin, Mary Farmer, Ann Pitcaithley, Lois Kimmel, Elaine Yamashita, Julie Powers, Linda Fujitani, Gayle Early, Jan Moore, BK Griesemer, Walette Pellegrino, Shane Payba, Kyle Takushi, Kate Acks, Diane Meyer, Eric Engh, Lisa Deneen, Cindy Foreman, Margaret Christensen, Thomas Hussey, Renee Riley, Michael Takemoto, Daniel Kruse, Sean Calder, Molli Fleming, Donna Hayto-Paoa, Susan Nartatez, Margie Kelm, Maggie Ward, Kathleen Hagan, Vinnie Linares, Carol Petith-Zbiciak, Bruce Butler, Ryan Daniels, Kulamanu Ishihara, Kiope Raymond, Kahele Dukelow, Mikahala Helm

**I. Call to order**

- Meeting was called to order by Michele Katsutani at 1:40 p.m.

**II. Approval of Minutes** - postponed

**III. Wo Learning Champion Update – Ellen Peterson**

- Edgy Lee will be presenting, “Preserving and Sustaining Aloha,” on March 7<sup>th</sup> (Friday). Resoration project will follow at Iao. A videoclip on WILD day was shown and Ellen will send out the link via Maui Announcements.
- New Wo Learning Champions will be selected next month. The application form will be available via Maui Announcements.

**IV. Unfinished Business**

- Status of N grade resolution - postponed to March

**V. A.S. Executive Committee update**

- The mental health professional survey was sent out via e-mail. During the department chair meeting, a mental health counselor was #2 on the list of priorities for the biennium budget.

**VI. Standing Committee Reports/Updates**

Policy & Procedures - Vinnie Linares

- The committee is reviewing academic policies in light of students repeating classes several times.

Planning & Budget – Cindy Foreman

- The Governor’s Executive Budget includes \$500,000 for campus security. Funding for the new science building (\$37,141,000) is not in the Governor’s Budget.
- Biennium budget planning - tie in requests to health and safety & accreditation; be cautious in asking for too many positions.

Assessment & Curriculum – BK Griesemer

- Deadline for curriculum is March 31, 2008
- Assessment – information for Pilot Project II A and B is being circulated
- 5-year review – the curriculum committee is working to organize a list for the 5-year review of courses. Courses that have not been proposed or modified within the last five years are up for the review.

- Curriculum Central – “Silent” at this time
- Motion to approve change in Math 50 proposal made by BK. Seconded by Diane.

AA Degree – Dorothy Pyle

- Foundation I courses are common to all campuses
- Foundations II courses – there are three additional Foundations/Skills requirements at MCC

Teaching Improvement Committee – no report

Nominations & Elections Committee – Julie Powers

- Molli nominated Michele for Senate Chair. Seconded by Dorothy. Julie will create a ballot and there will be a chance for voters to write in nominees on the ballot. The ballot box will be in the mailroom
- Terms for Maggie Bruck, Mike Takemoto, Lorelle Peros will end this Spring

## **VII. Ad Hoc Committee Reports/Updates**

International students – no report

Service learning – Molli

- On 3/7 & 3/8 faculty and students will be attending a Hawaiian Solutions Workshop and going to the state legislature. Discussions will center on public policies and the environment.

Social – Sean Calder

- Info. on a Spring picnic is forthcoming. Still need to discuss this with Clyde.

## **VIII. New Business**

UHCC Strategic Plan

- Michele reported that at the ACCFSC, the recruitment of Native Hawaiians was listed as a 1<sup>st</sup> priority

Faculty & Staff Safety & Well Being – Elaine Yamashita

- Elaine drafted a resolution regarding safety on campus proposing “the MCC administration in consultation with faculty and staff and other appropriate entities, create clear policy and procedures by Feb. 29, 2008 that will ensure faculty/staff safety while preserving student’s due process rights.”

Discussion:

- Diane mentioned that Pat Adams is currently working with Security on safety procedures at MCC
- Chain of command – report incidents to Suzette and she must act as our advocate; student grievances go to Alvin. Faculty cannot wait three weeks to resolve problems so what can we do to address the immediacy of situations that are unsafe? Administration needs to know that safety issues are urgent.
- Motion to call the question regarding the resolution was made by BK. Seconded by Vinnie. Motion carried. One abstention.

- Lois mentioned that other campuses that she has worked at have a zero tolerance policy for inappropriate behaviors that make faculty, staff, and/or other students feel unsafe. She will get copies of the policies.
- Since security is a priority in our budget, it would be appropriate to invite our legislators (i.e. Baker, English) to discuss what we perceive are safety issues on campus.
- Lynn Yankowski had created a handbook in 1999, which outlined informal procedures for dealing with student conduct problems. We may need to review the material and have it available for faculty again.
- Elaine asked faculty to send her an e-mail if they experienced incidents/issues in the past regarding safety. She will then compile the data.
- Should an adhoc committee be formed, a task force or colloquia? The issue needs to be addressed at the Executive Committee meeting.

#### College Development Committee

- Concerns were raised about how the proposed Bachelor's degrees came about. There is no authorization to plan or curriculum in place. What if the curriculum is not approved?
- Diane mentioned that the proposed degrees are drafts. Nancy mentioned that the proposed Bachelor's degrees are ones that are not currently offered in the system
- Kate requested that David McClain be invited to MCC to address issues. There were no oppositions. Michele will follow up with this request.

#### Draft of BOR Policy

- To be covered in March meeting

### **IX. Announcements**

- UHPA - Need two additional representatives (Maggie)
- Liberal Arts meeting – to be held on Friday, February 15 at 12 noon in Ka Lama 107 (Dorothy)
- Graduation committee - If anyone is interested in being on the graduation committee, contact Diane

### **X. Meeting was adjourned at 3:31 p.m.**