ACADEMIC SENATE MEETING  
Friday, April 12, 2013  
Ka’a’i’ke 105  
1:30-3:00 PM  

Minutes


I. Call to order @1:35PM

1. Consent items – please read reports and notify chair of items to be pulled from consent and moved to discussion:
   - Distance learning ad hoc committee: Deanna Reece: on agenda
   - Policies and Procedures committee: Tim Marmack
   - Inspired Teaching Committee (ITC): Joyce Yamada (see page 1)
   - Assessment: Jan Moore, Eric Engh
   - Budget and long-range planning committee: Sally Irwin, Refugio G. – on agenda- Question from last meeting, efficiency of Johnson Controls contract; energy consumption March 2012 to March 2013 similar, except new science bldg on line. We should be getting a report from JCI about efficiency in April, it appears we are not seeing the savings yet, but there are performance guarantees.
     - Cost per student per program: ARPD data 2012, does not differentiate lab from credit hours in SSH, labs would be more costly, may inflate Cost is divided by number of students, more students mean less costly
   - Safety: Ryan Daniels: no report
   - Elections: Crystal Alberto:
   - Curriculum: on agenda- all proposals voted on and approved.

II. Minutes from 03/08/12 (See attached page 1-4). Approved with correction of typos.

III. Standing Committee Reports:
   - Budget report- Refugio (see attachments sent via email)
   - Distance Learning – Derek Snyder
   - Curriculum (proposals see page: 4-5 )

IV. Discussion Items
   - Food Innovation Center – Susan Wyche
Universities working with farm to market place, research; value-added food facility. Does not directly relate to classes, but could in future impact marketing, etc. Not connected with any academic program. Chris Speere interested in culinology.

Farm bureau obtained 1.2 mil from leg to fund building; expect completion in 2 years, will have collaboration with Manoa. Another $800,000 from external funds. Facility will have rooms for rent to people from the community, in site of old kitchen (3600 sq ft) will have set ups for pasteurizing, bottling. Use more of harvested produce, less waste. Need for microbiology lab testing for produce.

AS would like to hear more about this project as it progresses. Concern about resources outside of academic programs. Also concern about use of potential office space when not enough office space for lecturers as it is. How does this relate to our mission/vision and strategic plan?

- Distance Learning committee, Derek Snyder: 3 concerns working on- better training for faculty, student readiness, exam integrity. Survey will be distributed to faculty and students in near future. Anyone with an interest invited to participate, contact Deanna K.
- Lau’ulu – NSF mitigation grant
- UHCC Policy subcommittee - Elaine
  - WI Policy Proposal (see attached page 6) vote yes or no
    - Many cons, few pros; discussed in last AS meeting. Campus WI committee not in favor. Individual courses could require Eng100 as pre-req.
    - Yes vote means support English 100 as pre-req for all WI courses; 1 person in favor this
    - No vote means not in favor of this as system policy, 27 people against
    - 5 abstain
  - Academic forgiveness-defer to next meeting
  - Academic standing- defer to next meeting

V. Announcements
- Strategic Planning- meeting on April 26
- Plant & Flower Sale – Tuesday, April 23 10:30-2:00 Mums $4.00!
- Earth Day  April 22nd
- ITC meeting 3PM – Teaching in China

VI. Next meeting – May 3, 2013

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**ITC report:**

*Ni Hao to Maui-Teaching in China* ITC session: Friday, April 12, 2913 after the Academic Senate meeting (~3:00 pm) UHMC faculty members who taught in China will conduct a panel discussion, sharing their experiences and adventure. Q&A to follow.

Everyone welcome for camaraderie and learning about teaching in China (Vinnie and Renee Riley will be there!)
At the Academic Senate meeting on April 12, 2013 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.

2012.46 N. Johnson and L. Stein. **Health Navigator/Community Health Worker** Certificate of Completion. 23 credits. New Certificate to meet an emerging workforce need by combining HSER, HLTH, and PHRM courses. Rapid changes in health care delivery based on the Affordable Care Act (Obama Care) are going to result in many individuals having opportunities for care in the outpatient setting. Newly trained providers with the skills included in this proposal are addressed in the legislation. Dual title to include Community Health Worker recommended by the Hawaii Governor’s Health Care Transformation policies and to meet the needs of Health Care Agencies and Insurance Companies who will be hiring these workers. Classes include: HLTH 125,150, 101 (HSER 101 cross listed), HSER 145,194 or 294, 248, 365 and PHRM 103,104,105 (or Spring 2014 proposed 107) and a 3 credit elective choice of HLTH 159, HSER 256,268,270 or 345.

Vote: One opposed, remainder aye

2012.67 K. Hagan and E. Slavinsky. **Health 129 Terminology for Health Careers.** 3 credits. Develops knowledge of medical terminology, abbreviations, diagnostic tests and procedures commonly used in medical settings. Material will address all systems of the body in depth with an emphasis on increasing professional vocabulary and proficiency in spelling medical terms. Course is designed to replace NURS 50 course required for Medical Assistant I and II program under the Business Technology major. Course was developed to better address the needs of these certificate programs to better reflect changes in the health care field that broadens knowledge from former Health Unit Coordinator course.

2012.68 K. Hagan and M. Escudero **Pharmacology 107 Pharmacology Fundamentals & Treatment of Disease.** 3 credits. Introduces basic pharmacological concepts and the pharmacological treatment of common disease states. Discusses selected drug classifications with emphasis on pharmacokinetics and dynamics and mechanisms of action. Focuses on therapeutic effects of specific groups of drugs, their side effects, interactions, adverse reactions, and drug/food interactions. Addresses the role drugs play in the prevention, diagnosis, and treatment of disease. Will combine former PHRM 103 & 104 2 credits to a 3 credit course to lengthen focus on diseases and strengthen foundation of Pharmacy Technician certificate.

2012.73 K. Hagan and M. Escudero **Pharmacology 109 Pharmacology Calculations.** 1 credit. Develops computational skills for pharmaceutical measurements in order to properly calculate
and provide the correct oral and parenteral dosages of drugs using information from prescriptions or medication orders. Course will better prepare students in the Pharm Tech program to meet the demands of industry and to ensure consumer safety.

2012.76 K. Hagan and M. Escudero **Pharmacology 103 Introduction to Pharmacology.** 1 credit. Deletion due to new Pharmacology 107 3 credit course.

2012.77 K. Hagan and M. Escudero **Pharmacology 104 Pharmacological Treatment of Disease.** 1 credit. Deletion due to new Pharmacology 107 3 credit course.

**Pharm: 2 deletions and 2 additions approved, all “aye”**

2012.78 K. Hagan and E. Slavinsky **Nursing 50 Health Unit Coordinator.** 4 credits. Deletion due to creation of new Health 129 3 credit course to address the needs of certificate programs to better reflect changes in the health care field that broadens knowledge from former Health Unit Coordinator course.

2012.79 N. Johnson **Pre-Community Health Worker Certificate of Competence.** 8 credits. Deletion due to creation of new Health Navigator/Community Health Worker Certificate of Completion.

2012.80 N. Johnson **Community Health Worker Certificate of Competence.** 9 credits. Deletion due to creation of new Health Navigator/Community Health Worker Certificate of Completion.

2012.81 K. Hagan and C. Pascual **Medical Assistant I CC and Medical Assistant II A.A.S.** Delete Nurs 50 (4 credits) and add Health 129 (3 credits), Delete Phrm 103 (1 credit) and Phrm 104 (1 credit) and add Phrm 107 (3 credits). Total number of credits is not changed.

2012.82 K. Hagan **Medication Assistant CO.** Delete Phrm 103(1 credit) and Phrm 104 (1 credit) and add Phrm 107 (3 credits). CO also includes Phrm 105.

Submitted by: Maggie Bruck and Kahele Dukelow, Co-Chairs, Curriculum Committee for the committee.

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DRAFT

*University of Hawai‘i*
COMMUNITY COLLEGES POLICY

UHCCP #____ Pre Requisites for Classes identified as Writing Intensive (WI)

I. Purpose

The University of Hawaii and the UH Community Colleges General and Pre-Professional programs require minimum numbers of courses towards graduation to be Writing Intensive (WI). Within the University of Hawaii system, WI intensive classes are recognized for the significant importance and weight that writing plays in the learning of the course material. Proposals for Writing Intensive designation undergo review/approval by the university-wide Standing Committee on Written Communications and must meet the Hallmarks of Writing-Intensive Courses. The purpose of the policy is to support the requirements for Writing Intensive classes as part of the curriculum and to codify a long-standing UHCC practice.

II. Related University Policies and Regulations


III. Responsibilities

The Chancellor or designee will ensure that all classes offered by college identified as Writing Intensive (WI) will include a pre-requisite of completion of English 100 or equivalent with a grade of C or higher.

IV. Procedures

A. The Chancellor or designee will determine which college-offered courses are equivalent to English 100 to meet pre-requisite requirements.
B. The college staff who update and maintain the written college catalog and the on-line catalog and course setup files will include “completion of English 100 or equivalent with a C or higher” among the pre-requisites for all classes identified as Writing Intensive (WI).