

## Minutes for the March 9, 2007 Academic Senate Meeting

**Present:** Don Ainsworth, Daniel Kruse, Jon Lightfoot, James White, Lois Kimmel, Eric Engh, Richard Hill, Elisabeth Armstrong, Jan Moore, Cyrilla Pascual, Ryan Daniels, flo wiger, Ann Coopersmith, Ekela Kaniaupio-Crozier, Mikahala Helm, June Wolken-Vierra, Julie Powers, Laura Lees, Ellen Peterson, Ann Emmsley, Kulamanu Vorhies, Mark Slattery, Shane Payba, Deb Winkler, Michael Takemoto, Colleen Shishido, Tim Marmack, Carlton Atay, Donna Haytko-Paoa, Kalei Ka'eo, Chuck Carletta, Robert Santos, BK Griesemer, Margaret Christensen, Maggie Ward, Kate Acks, Michele Katsutani, Dorothy Pyle, Walette Pellegrino, Cynthia Foreman, Andrew Carson, Steve Johnson, David Techan, Ben Guerrero, Kim Harada, Diane Meyeer, Dorothy Tolliver, Debbie Nakama, Sally Irwin, Larry Janik, Crystal Alberto, Sean Calder, Nancy Johnson, Marge Kelm, Kate Acks, and Carol Petith-Zbiciak

Meeting called to order at 1:35 p.m.

### IV. Exec Committee/ACCFSC/CCCFSC News

Dan Kruse reported the following:

- 1) The Moloka'i Resolution has been sent out. There have been two responses (Representative Angus McKelvey and Senator Rosalyn Baker) both of which were generally in support of the resolution.
- 2) A hard copy of the proposed reorganization of the UH system was distributed.
- 3) Next Thursday, Suzette Robinson and student representative Amina Abdusaman will present the Technology Fees to the Board of Regents.

Dan Kruse reported the following:

- 1) Developmental education issues such as preparing students for college level courses is a current hot topic. American Diploma Project and other programs have been established to address this issue.
- 2) Mayor Charmaine Tavares spoke with the public and stated she has proposed giving the college \$750,000.00 and will discuss list of priorities.
- 3) There was a discussion at the Executive Committee meeting about financial aid from tuition waivers to grants as needs based and merit based. More will be discussed at the next meeting.

### V. Developmental Education Initiatives

flo wiger presented the following:

- 1) The American Diploma Project  
As part of a national initiative, Governor Linda Lingle signed Hawaii onto this project, which will work with consultants to improve retention and graduation rates for all D.O.E. and UH students in Hawaii. There will be three meetings over the next few years, and as a math representative, Kate Acks will be working with a national team to look at graduation standards of high schools. UH will work with the DOE in professional development to bring college-ready high school students into college early.
- 2) White Paper Group  
John Morten has put together a committee (MCC's representatives are Michele Katsutani, Debbie Winkler, and Thomas Hussey) that will meet throughout the year; attend the National Association of Developmental Education in Nashville; collect data from the UH system; and create a report by the end of the academic year.
- 3) Retention Conference  
Katy Haycocks, director of Education Trust, currently has an online presentation on retention and graduation. She states because our student population will probably not change, educators need to find different ways of teaching. For example, our best teachers should be teaching at the developmental level, implement learning communities, providing professional development, and training faculty. Also, COMPASS tests should be given at the 11<sup>th</sup> grade to identify deficiencies and give time to remedy skills by 12<sup>th</sup> grade.

- 4) Achieving the Dream  
UH, in partnership with Kamehameha Schools and OHA, has applied to this national project with Lumina Foundation. If we receive the money, we will have an advisory committee.
- 5) Curriculum Central  
John Morten, in consultation with chancellors, announced this maintenance and implementation program for curriculum will be implemented by Fall 2008. Already at Leeward Community College, this program will use last spring's improvement money from legislature. flo wiger will be the project manager.

#### **IV. Exec Committee/ACCFSC/CCCFSC News continued**

Dan Kruse reported the following:

- 1) The Nursing program received full accreditation from the accreditation visit.
- 2) WASC reported possible early accreditation for the ABIT program so graduates this year can graduate from an accredited program.

#### **VII. Standing Committee Reports**

##### 4. Assessment

B.K. Griesemer moved to adopt the five COWIQ statements as the SLO statements for college wide general education outcomes (see attachment).

Dorothy Pyle seconded the motion.

Discussion: Reading could be recognized in COWIQ's. Let's focus on the 5 current COWIQ's for now and reading could move into curriculum and college-wide SLO's.

The motion passed unanimously.

B.K. Griesemer moved to adopt the sixth statement on creativity (also called abstract thinking) developed by the November work team and edited as a college-wide SLO statement (see attachment).

Michele Katsutani seconded the motion.

Discussion: Assessment of creativity and abstract thinking is an issue. However, there are options. Other COWIQ's are not required in all classes, so creativity can be developed in various other classes.

Dorothy Pyle moved to amend the motion by adding that this take effect in Fall 2007.

The amendment and the original motion were unanimously passed.

B.K. Griesemer moved to adopt ethics as a college-wide SLO and that a "summary" statement on ethics be developed (see attachment).

Kate Acks seconded the motion.

Discussion: How would ethics be assessed? Would it be ethics for faculty? Establish this as an Ethics ad hoc committee to look into this issue for next year. Is this issue outside academic sphere? Is ethical conduct a concept and behavior in classes or as a concept?

B.K. Griesemer requested that her motion be withdrawn.

Kate Acks seconded the motion.

B.K. Greisement moved to initiate a college-wide discussion on developing ethics as a standard. Kate Acks seconded the motion.

The motion passed unanimously.

## 5. Hallmarks

Dorothy Pyle presented four proposals about MCC and UH system. All proposals were previously sent out by email.

1) Dorothy Pyle moved to accept the changes to MCC's AA to align with the UH system.  
Kate Acks seconded the motion.

Discussion: These changes were discussed at the 2/28 AA Committee meeting and at the 2/28 Liberal Arts meeting. There is a method of adding and subtracting classes as ideas change in the future.

The motion passed unanimously.

2) Dorothy Pyle reported the multi-campus Foundations Board (currently made up of KCC, Honolulu CC, and Mānoa) is a system-wide effort to involve all campuses and each unit has one seat on the board, which is the clearing house for all changes in policies. In order to be on the board, MCC must align the AA.

Dorothy Pyle moved that MCC join the multi-campus Foundations Board.  
Kate Acks seconded the motion.

Discussion: Being on the board will help with articulation.

The motion passed unanimously.

3) Dorothy Pyle reported that to apply to the Foundations Board, MCC needs to have a campus board to engage with the campus and the system about requirements, learning outcomes, and assessment. It is recommended that the committee would include two representatives from each of the three foundations categories (Written Communications, Global/Multicultural and Symbolic Reasoning); one additional faculty member; and the Curriculum Committee chair.

Dorothy Pyle moved to establish the MCC Campus Foundations Board.  
Kate Acks seconded the motion.

Discussion: The chair of the Campus Foundations Board would also be the system representative at the multi-campus committee. It was recommended that this board be a standing committee.

The motion passed unanimously.

Kate Acks moved to accept the recommendation to have the MCC Campus Foundations Board consist of two representatives from each area, the Curriculum Committee chair, and one extra faculty and establish this Foundations Board as an ad hoc committee.

B.K. Griesemer seconded the motion.

The motion passed unanimously.

Kaleikoa Ka'eo moved to establish a Hawaiian, Asian, and Pacific Issues (HAP) Board at MCC.  
B.K. Griesemer seconded the motion.

Discussion: Considering the articulation agreement going out to campuses and Mānoa, MCC is one of the few campuses without a HAP Board. HAP is not a Hawaiian Studies course, but any course could qualify by meeting the hallmarks. All campuses with or without HAP agreement could be with the AA. HAP would follow the Writing Intensive model. Mānoa requires three HAP credits. In proposed AA, there is a Hawaii and Pacific requirement already. Because there is

backing and support from the Senate and administration, this would be a good time to accept this. Deciding which courses would fulfill HAP would be determined at MCC campus.

The motion passed unanimously.

Mikahala Helm requested that the determining of the make-up of the HAP committee be postponed.

Kate Acks moved to nominate Kaleikoa Ka'eo as MCC's HAP representative. Mikahala Helm seconded the motion.

The motion passed unanimously.

Dorothy Pyle requested that the Curriculum Committee be moved to the next item on the agenda as members would need to leave shortly.

### 3. Curriculum

The Curriculum committee moved that curriculum proposed changes 2006.31 and 2006.39 be adopted.

Dorothy Pyle seconded the motion.

Discussion: The Sustainable Construction program will tie to the Construction Academy with several Certificates of Competence, such as Electrical Maintenance Certificate of Completion, Certificate of Achievement, and the AAS degree.

The motion passed unanimously.

All curriculum for Fall has been completed. The deadline for Spring is Monday, April 2.

## **II. Community College Leadership Champions**

Cindy Foreman, who has been a part of this for the past two years, reported funds were established to develop leaders and nurture leaders within the system. This is available to faculty and APT. See Cindy for more information.

## **VII. Standing Committee Reports**

### 2. Budget

Cindy Foreman reported MCC will know more about legislative decisions on March 12.

- a. Items in tier 1 are pretty sure to be met. These include a) full year funding of partially funded new FY 2007 positions (for example, Early Childhood and Construction Academy instruction) and b) six nursing positions.
- b. Items in tier 2 are looking good. These include counselor positions: one admissions clerk, one counselor clerk, and three counselors (not new positions, but old positions that will be converted from soft, federal funds to G-funds). Tier 2 also includes expansion of programs with three positions (1 hotel, 1 art, and 1 math) as well as 1 dental hygiene and 1 electrical engineering.
- c. Items in tier 3 are not looking good, and might not happen.
- d. Design money for the Science Building is in the second year of Biennium Budget. Clyde Sakamoto wants it locked in for 2009 status.
- e. Upgrading of electrical is pretty high up in priorities.
- f. The status of the Molokai land purchase will be known after March 12.
- g. If your department has money, spend it in April or else you will lose it.
- h. Deficit accounts of last year were cut in half and are in good shape.

## **III. UH President's Commission on the Status of LGBTI Equality Lois Kimmel**

Lois Kimmel reported Lesbian Gay Bisexual Transgendered and Intersex (LBGTI) Equality

Gathering will be on March 23-24. If you want more information or would like to help with planning, contact Lois.

## **VII. Standing Committees continued**

### 1. Policies and Procedures

Michele Katsutani reported the committee will present a resolution next month to change CR from a D or better to a C or better. The committee is discussion the N grade for remedial and developmental coursework, plus and minus grading options, academic forgiveness policies, rewriting the Senate Charter, and evaluating the administration, which has not been done for a while. Vinnie Linares will serve as chair for the Procedures and Policy Committee next year. B.K. Griesemer will serve as chair for the Curriculum Committee.

### 4. Assessment continued

Tim Marmack reported information from the Ruth Steihl Workshop is forthcoming.

### 7. Teaching Improvement

Tim Marmack reported the next TIC meeting will be a STAR training and degree audit workshop presented by Colleen Shishido at 11:00 a.m.-11:55a.m. in KaLama.

Shane Payba added STAR will allow students to shop around majors and try out different paths.

### 8. Election

Jim White announced the next election will be for various Academic Senate Executive Committee positions in February 2008.

Discussion: It was noted that there is an advertisement in the Summer 2007 catalog accepting housing applications for the new dorms. Who is selecting these residents? It was requested that Alvin Tagomori be invited to the next Senate meeting.

## **VIII. Ad Hoc Committee Reports**

### 3. Civic Engagement

Laura Lees reported two MCC students have been nominated for the Service Impact Award and are currently at Mānoa with other nominees.

### 4. Social Committee

Sean Calder reported there will be a fundraising auction in mid-April. Look for emails for more information.

### 6. Business Process

Dan Kruse reported there will be a system wide meeting on March 22.

## **VI. Approval of the Minutes**

Eric Engh moved that the minutes with the proposed changes be approved.  
Mark Slattery seconded the motion.

**The meeting was adjourned.**

Submitted by Laura Lees

Academic Senate Meeting  
April 13, 2007

**Present:** Maggie Bruck, Robyn Klein, Dorothy Pyle, Ryan Daniels, Kahele Dukelow, Lisa Deneen, Julie Powers, Jill Fitzpatrick, Daniel Kruse, Kaleikoa Ka'eo, Gayle Early, Cynthia Foreman, Walette Pellegrino, Margaret Christensen, Kate Acks, Cathy Bio, B.K. Griesemer, Delena Fujioka, Leah Haywood, Debbi Brown, Jennifer Egami, Ki'ope Raymond, Jon Lightfoot, Kulamanu Vorhies, Lisa Sepa, Sally Irwin, Ron St. John, Tim Marmack, Lee Stein, Kathleen Hagan, Jen Owen, Eric Engh, Jim White, Marge Kelm, Susan Nartatez, Mahina Kumakana-Juario and Nancy Johnson.

Meeting called to order at 1:38

- 1) **Introductions:** Dan Kruse
- 2) **Exec Committee/ACCFSC/CCCFSC:** Dan Kruse.  
BOR meeting today, concern for sustainability and energy costs. Students per KWH would be interesting way to calculate. Dan has information, passed around at meeting. Lots of budget information discussion which Cindy Foreman will share. Nursing and math and science teachers at middle school and special ed in critical need. Federal government makes rules by which regional accreditation standards must use. Mike Rota made a presentation on this draft which is much more detailed on measurements and assessments. If this is passed will require more expectations of us. It was suggested that BOR address higher staffing issues if this is passed. Executive Committee meeting today discussed several things including recruitment of SLIM and Marketing Director and Executive Assistant to Chancellor. UHCC strategic planning effort, housing issues, and SLOs tied to faculty are 3 major efforts.
- 3) **Approval of minutes:** postponed as without quorum.
- 4) **Dorms:** Alvin Tagomori.  
Building construction is progressing. 32 students have signed up for housing. Target is still for completion of all 4 buildings but should have at least 1 building up by start of Fall 2007. MLI hired two people (who also work for MCC) to develop handbook and cultural activities. These positions are paid for by the Realty Company. Alvin, Elena Alexander, Fred DeAquino and ? meeting with Realty company every 2 weeks. Their activities may be included in student calendar. Question: what will happen if not enough students? They would prefer to give options to people who are somehow linked to education, possibly to temporary employees for hospital or faculty. Will take 3-4 years to get up and running. Purpose for students in higher education initiatives in Maui County (not just MCC). Not designed for married students with children. Common shower, own toilets, furnished, wired. Will provide weekly cleaning service for basic cleaning. \$625 per month, full kitchen, includes utilities. There are some study rooms. Will have an outside shower and storage facilities. Parking will be at a premium – will encourage students to walk, ride bike, or public transportation. Parking will be \$70 per month. Security will be good – one entrance with card key. Resident Advisors will be hired. Rent will be August 1 through December 31 and January 1 through May 31. Question: Will new dorm work on

recommendations from Program Review –probably not. Hale Haumana has had to increase rates to have them be self-supporting.

- 5) **New Business Processes:** David Tamanaha  
Revised processes to try and make it easier, particularly for people who work with grants and Principal Investigator (PI's). Duke Enomoto will be primary contact person. PI's who want to write new grants please contact Duke early in the process. This process started last month. Keep Duke in the loop for all grants. Once grant is approved by ORS than continue to work with Business Office. Executive committee has been discussing this area for awhile – need a point person for purchasing. APT staff are undergoing review – assign staff to particular PI's for closer communication. Cindy would become the contact when Duke is not available.
- 6) **TSC member:** without quorum so postponed until next month
- 7) **VCAA Committee:** Nancy Johnson  
Discussed VCAA committee processes. Clyde came to Academic Senate meeting in February and discussed forming a committee. Members of the VCAA committee present during this Academic Senate meeting include Sally Irwin, Kaleokoa Ka'eo, Leah Haywood and Cynthia Foreman. Already 12 members on the committee but added Michele Katsutani as counselor and new Academic Chair. There were no further questions on this matter.
- 8) **Institutional Grant Program:** Cathy Bio  
Grants are being awarded differently than in past. Question: Why 45 scholarships at \$1000 each for the Kulanaao – 75% of the funds? Discussion about various other options. Question was raised about Hale Haumana with their increase will be \$2,000 per semester and new dorms at about \$3,000 per semester this \$1,000 will make the fees the same for new dorm (nonresidents) and old dorm – residents. Cathy was sure that 45 scholarships would not be awarded.
- 9) **Ethics:** Dan Kruse  
Honolulu CC includes in their COWIQs if we want to look at for considering. Can be discussed at Liberal Arts and Policies and Procedures Committees next year.
- 10) **Standing Committee Reports**
  - a) **Policy & Procedures Committee:** Kate Acks  
The Committee recommends change for CR grade from a D or better to a C or better effective Fall 2008. Also recommend reinstituting N grade for developmental courses such as English 19, 21, 22; Math 22, 23, 25 and 27; and LSK 30. Will be further discussed April 23, 2007 to include Suzette Robinson and Cathy Bio. This committee will rewrite charter next year after reorg approved so will need lots of volunteers.
  - b) **Planning and Budget:** Cindy Foreman  
Initiatives that are still alive with the legislatures include those in Tier 1 and 2. The increase in campus security is still alive. The CIP for the Science Building is still going forth. There is no word on the Moloka'i land issue.
  - c) **Curriculum Committee:** no representative, will need to have approval at last meeting May 4, 2007.
  - d) **Assessment:** Dan reported for B. K. Griesemer.  
Looking at integrating in to curriculum.

- e) **Hallmarks:** Dorothy Pyle.  
Proposed AA has gone off our campus – not sure if need approval of David McClain or just BOR. Proposed for Fall 2008. Foundations Board approval should be approved effective Spring 2007. Diversification and HAP (Hawaiian, Asian, Pacific) board moving along. LBART meeting April 20, 2007 to look at Ruth Stiehl Assessment process. Annual meeting of Hallmarks committee is April 20, 2007.
- f) **Teaching Improvement:** Ron St. John.  
Had a workshop today. Let Ron know if want to be on WebCT course. Tim Marmack and Ron have started work on next year.
- g) **Election:** no report.

11) **Ad Hoc Committee Reports:**

- a. **International Students:** no report.
- b. **Baccalaureate:** no report.
- c. **Civic Engagement:** no report.
- d. **Resident Students:** no report.
- e. **Social:** looking for donations for silent auction.
- f. **Business Processes:** Dan Kruse. Meeting with Clyde, Suzette and David on April 25, 2007 to discuss. Will present at next meeting.

Meeting ended at 3:08 p.m.

## Minutes for the Academic Senate Meeting on May 4, 2007

**Present:** Mahina Kamakana-Juario, Donna Haytko-Paoa, Sean Calder, Kaleikoa Ka'eo, Rafael Boritzer, Jon Lightfoot, Ellen Peterson, Ron St. John, Bruce Butler, Pat Adams, Walette Pellegrino, Sandra Swanson, Alfred Wolf, David Tamanaha, Ann Emmsley, Eric Engh, Lisa Deneen, Michael Takemoto, Dorothy Tolliver, Jennifer Owen, Catherine Thompson, Mikahala Helm, Sally Irwin, Kate Acks, Daniel Kruse, Julie Powers, Dorothy Pyle, Deanna Reece, Diane Meyer, Jill Fitzpatrick, David Grooms, Lorelle Peros, Colleen Shishido, Shane Payba, Chuck Carletta, Ki'ope Raymond, Kahele Dukelow, Crystal Alberto, Laura Lees, and BK Griesemer

**Meeting called to order at 1:44p.m.**

1. Dan Kruse reported there are two new task forces

- 1) Faculty Turnover Task Force: to cope with the high turnover expected in the next three years due to the 9% and 11% raises, as well as usual turnover. This system wide task force—comprised of faculty members, vice chancellors, and John Morton—will discuss issues with position vacancies anticipated to be filled from elsewhere. Expect feedback next semester.
- 2) Faculty Classification and SLO's Task Force: As stated in the September senate meeting, Leeward CC passed a resolution to not look at SLO's for faculty classification. This task force exists and is looking at this issue.

4. Pat Adams introduced the new Marketing Director, Katie McMillian. Katie has had extensive experience in Internet marketing and numerous publicity campaigns. This position is a result of all those years of talking about needing a marketing director and will serve on the UHCC Marketing Committee as well as the Communicators Committee. One initiative, headed by the UHCC Marketing Director, will be to launch a brand new statewide advertising campaign through radio, newspaper, and cable TV. The theme of this new campaign will be how students define and redefine themselves. Student based, this campaign will ask who our students are, what they want to be, and what they can be.

2. B.K. Griesemer made a motion to accept the minutes from the March 2007 and April 2007 meetings.

Dorothy Pyle seconded the motion.

The motion was passed unanimously.

7. Sandra Swanson presented the TSC Member resolution. (See attached page.) This resolution will allow the Tech Support Committee to fill Mary Jones' vacancy according to the charter. The resolution asks to support Vinnie Linares' nomination.

Sandra Swanson made a motion to accept the TSC member resolution.

Kate Acks seconded the motion.

The motion passed unanimously.

Diane Meyer presented the Tech Support Committee Resolution that the Senate expresses appreciation for Sandra Swanson's excellent service and offer congratulations for her retirement.

Diane Meyer moved to accept the TSC resolution.

Kate Acks seconded the motion.

The motion passed unanimously (with a standing ovation for Sandra).

Sandra Swanson thanked the senate.

5. David Tamanaha presented the IT Reorganization proposal. (See attached pages.)

Six months ago Steve George retired and there began discussion of consolidating the IT unit under a Chief Information Officer. Windward has given up one executive managerial position and

reallocated the executive position, not funds, to MCC. This reorganization would keep Computing Service in the current structure, but move from under David Tamanaha to under the new Chief Information Officer, a person who would be knowledgeable and current with the issues in this field and more able to make these decisions. Currently, all positions report to Kris Shibano. It was also proposed that the Instructional Designer position would fall under the CIO with Computing Services. Much of the Instructional Designer's responsibilities are related to designing courses, especially for Distance Education, and seemed to fall under the Media Center.

Discussion: It was asked if faculty can report to faculty and if the Instructional Designer is a permanently funded position.

David Tamanaha reported yes, faculty can report to faculty. (this statement was subsequently corrected by OHR that faculty should not report to faculty) Also, the Instructional Designer was funded from the last legislative session (electricity money) in response to one of the campus' highest priorities. The position is a temporary faculty position, not permanent count, but funded, and therefore would not be included on the official organization chart nor the reorganization proposal. The illustration of the Instructional Designer position was mainly for conceptual purposes.

Discussion: It was asked if Instructional Designer should be under Academic Affairs. The purpose of Instructional Designer is in instruction, often using the method of technology. Shouldn't this position then be kept under Instruction? It was also asked what will happen to the funding for this position as electricity costs rise?

David Tamanaha reported the placement of the Instructional Designer position is still being looked at. He added electricity costs are expected to rise with the new Student Center and the Science Building. In response, some of the electricity money has been kept in reserve, there have been energy efficiency initiatives, and it is possible we will have to seek out legislature in the future and consider budget cuts. He explained there are several reasons for this reorganization, such as consolidating IT units in instruction and in administrative services, under an IT Unit budget, and to raise Media Services in the hierarchy of positions.

Discussion: It had been discussed at one point to have one VC over the Library, Media Center, Business Lab and other academic support services. Why now only Media Center? Why is the CIO at administrative salary and not faculty salary?

Robyn Klein stated for the record that the Library should remain under Instruction.

Discussion: It was stated that currently the Media Center is under Instruction and Computing Services is not, and asked what are we when the Media Center and Computing Services merge?

David Tamanaha stated the CIO position cannot be filled until the reorganization is approved, and then there still will be a few more steps. No CC's have a CIO. Funding for the CIO will come from Steve George's position, but his position count will go back to instruction. In the meantime, Mike Albert has agreed to fill in behind Steve George. Hopefully Mike will continue until the position is filled.

Discussion: It was requested that Mike Albert's filling in be recognized.

3. Dan Kruse reported the following from Nancy Johnson about the VCAA position. The final round of interviews will be on Monday, May 7. Then it will go to the Chancellor.

6. Dan Kruse reported the following: Clyde Sakamoto sent an email about someone from UC Berkeley School of Engineering having volunteered to be part of the strategic plan if we offer more baccalaureate degrees, to determine what they would be. Clyde is looking for nominees to be involved. What degrees would we offer and how would we offer?

Discussion: It was asked if it has already been determined that MCC will be offering 4 year degrees. There are two baccalaureate committees: 1) An Academic Senate ad hoc committee led by Elaine Yamashita that looks at whether MCC should add degrees and 2) Strategic Plan Team G led by Sally Irwin that looks at what degrees would be offered. Perhaps both committee members need to be involved to balance what has already been established with what is being proposed. Is the senate ad hoc Baccalaureate committee being recognized? The senate ad hoc committee disbanded last year because it felt it was not being heard. It was also suggested that members of the community must be a part of these decisions; if not, the decisions will be made in a vacuum. It was recommended that the senate give names to Clyde, as that was what he is asking for.

Dorothy Pyle nominated Elaine Yamashita. (Dorothy did speak with Elaine prior to this meeting.)  
Jon Lightfoot nominated Mark Hoffman.  
B.K. Griesemer nominated Dorothy Pyle.  
Vinnie Linares was also nominated.

9. Diane Meyer reminded everyone to come to graduation at noon on May 13. Faculty members wearing gowns can enter from the back door; faculty members without gowns will need invitations to enter.

10. Catherine Thompson presented the Faculty Classification Resolution. Catherine explained she was unaware of this until after having read the April 2007 UHPA meeting minutes. She is interpreting the language to use student learning outcomes as a punitive measure against faculty, instead of SLO's being used as a way to help design instruction to assess and identify what students are learning.

Vinnie Linares moved the adoption of the Faculty Classification Resolution.  
Catherine Thompson seconded the motion.

Discussion: Lengthening time of promotion is another issue and should be presented as a separate motion. Are we too focused on the language of SLO; should we include Program outcomes as well? Should we add "other assessment criteria"? We don't want to be too broad as if we never want to be assessed or held accountable. We are not against using SLO's for faculty evaluation, but we are afraid that our student competencies at the end of the semester will be used as my teaching. It was added that accreditation does discuss using SLO's to evaluate faculty. One concern is that the data, imperfect, will lead to number crunching. The resolution does recognize the use of SLO's as tools for assessment. Faculty should be held accountable for student learning outcomes. If a student does not achieve, we have not properly assessed the students; if a student excels, then we have succeeded. Can we add SLO's be used for positive uses only? It was also added that after watching lower education in response to the No Child Left Behind, not wanting instruction dependent on this. Perhaps administration is using the wrong tactic and should put SLO's not in job evaluation, but in job description. It was also added that this movement is coming from U.S. Department of Education, through the accreditation agencies, but we have control over how we implement this. Is this the education theory of the month? SLO's can be turned into metric use, and this use of numbers doesn't really mean anything. The important part is the process based on peer reviews that assesses the quality of data given. Could we have SLO's considered if only if considered thoroughly by peers? It was stated that we are arguing not with the issue of SLO's, but with the issue of measurable. Would administration also be measured by SLO's?

Robyn moved to adopt the friendly amendment to the original motion so that the last paragraph would read, "Student Learning Outcomes (SLO's) or other assessment criteria."  
Dorothy Pyle seconded the friendly amendment.  
4 voted in favor.  
At least 12 voted in opposition.

The motion did not carry.

Eric Engh moved to adopt a second friendly amendment to the original motion so that the last paragraph would read, "Student Learning Outcomes measurement for determining the retention, promotion, and/or tenure."

Ann Emmsley seconded the motion.

Discussion: It was stated that the measurement part is the part that requires dubious data. Can we reword this to be more positive? According to the charter, we have 3 days after this meeting to work on the exact wording. We could add "supports the use of Student Learning Outcomes for student learning and not for determining retention, promotion, and/or tenure."

Eric Engh affirmed his motion with the deletion of everything after "supports" and the addition of "supports the use of Student Learning Outcomes for student learning and not for determining retention, promotion, and/or tenure."

Ann Emmsley affirmed her second.

The majority voted in favor.

Three voted against.

The original resolution as amended was reintroduced.

The majority voted in favor.

Three voted against.

The motion carried.

#### 12. Curriculum Committee

Catherine Thompson presented curriculum changes 2006.07-2006.09, 2006.40-2006.47, 2006.50-2006.55, 2006.57 A-D, and 2006.58-2006.69 (see attached page).

Sandra Swanson moved to accept curriculum changes as proposed by the curriculum committee.

Julie Powers seconded the motion.

The motion passed unanimously.

#### 11. Donna Haytko-Paoa reported the status of the Moloka'i Land purchase.

Donna stated MCC did not get the land through legislature. It was a real long shot because it was on its own-- outside of the UH CIP budget and BOR priorities. The option to buy expires March 2, 2008. What should MCC do now? Here are some options:

- 1) MCC shouldn't request an extension on the original agreement since it has already been in place since 1998 and the community wants MCC to just finish the original project.
- 2) Clyde mentioned getting the land for free and that would be great if there are no strings attached.
- 3) Add the 3 acres to the supplemental budget as an oversight because the State has money now, there is support in the legislature, and the amount is small.
- 4) David Tamanaha suggested going for long range plan development money. This should be done once land is acquired.

Discussion: It was stated that moving forward to get this land is necessary. Can we act in the Fall 2007 semester? Move this \$500,000 to the supplemental budget. It was stated that MCC has two options: 1) Encourage Clyde Sakamoto to pursue acquiring the land without strings and 2) put it in the supplemental budget UH package. It was also suggested that MCC should look at any available funds as well.

Sandra Swanson made a motion to request that the Chancellor of MCC explore all funding sources to allow the institution to exercise the option to purchase the land before it expires.

Dorothy Pyle seconded the motion.

The motion carried unanimously.

**Meeting adjourned at 3:48 p.m.**

Academic Senate Meeting: Friday 4, May 2007

The Curriculum Committee moves that the MCC Academic Senate approve the following Action Requests

- 2006.07 - Electronics (ETRO) 160 - Laser Safety & Applications (addition)
- 2006.08 - Electronics (ETRO) 161 - Introduction to Optics & Photonics (addition)
- 2006.09 - Electronics (ETRO) 166 - Introduction to Fiber Optics (addition)
- 2006.40 - Administration of Justice (AJ) 240 - Hawaiian Cultural & Natural Resources Management (addition)
- 2006.41 - Microbiology (MICR) 130 - General Microbiology (modification)
- 2006.42 - Oceanography (OCN) 141- Advanced Open Water Scuba Diving (addition)
- 2006.43 - Oceanography (OCN) 142 - Rescue Diver (addition)
- 2006.44 - Accounting (ACC) 124 - Principles of Accounting I (modification)
- 2006.45 - Accounting (ACC) 125 - Principles of Accounting II (modification)
- 2006.46 - Accounting (ACC) 201 - Introduction to Financial Accounting (modification)
- 2006.47 - Accounting Program Map (modification)
- 2006.48 - Business Technologies (BUSN) 123 - Word Processing for Business, CAR (modification)
- 2006.48 - Business Technologies (BUSN) 123 - Word Processing for Business, CO (modification)
- 2006.49 - Business Technologies (BUSN) 292 - Integrated Office Procedures - Capstone, CAR (modification)
- 2006.49 - Business Technologies (BUSN) 292 - Integrated Office Procedures - Capstone, CO (modification)
- 2006.50 - ABIT Program Map (modification)
- 2006.51 - HOST Cert.Co. (modification)
- 2006.52 - Interdisciplinary Studies (IS) 104B - Making Successful Transitions: Self-Directed Learning (addition)
- 2006.53 - Interdisciplinary Studies (IS) 104C - Making Successful Transitions: Collaborative/Community Learning (addition)
- 2006.54 - Interdisciplinary Studies (IS) 104D - Making Successful Transitions: Lifelong Learning (addition)
- 2006.52-4 - IS 104 BCD, Grid (addition)
- 2006.55 - Residency credit for degrees (modification)
- 2006.56 - Administration of Justice (AJ) 293 - Administration of Justice Internship (modification)
- 2006.57 - Administration of Justice Program (modification)
- 2006.58 - Education (ED) 191v - Early Childhood Field Experience IB (modification)
- 2006.59 - Education (ED) 291v - Early Childhood Field Experience II (modification)
- 2006.60-.66 - Hawaiian & Hawaiian Studies Grid
- 2006.60 - Hawaiian (HAW) 104 - Hawai'i: Language Through Hula (modification)
- 2006.61 - Botany (BOT) 105 - Hawaiian Ethnobotany (modification)
- 2006.62 - Hawaiian Studies (HWST) 211 - Hawaiian Ethnobotany (addition)
- 2006.63 - Hawaiian Studies (HWST) 100B - Introduction to Hawaiian Culture: Basic Language & Phrases (addition)
- 2006.64 - Hawaiian Studies (HWST) 100C - Introduction to Hawaiian Culture: Values, Folklore, and Cultural Practices (addition)
- 2006.65 - Hawaiian Studies (HWST) 100D - Introduction to Hawaiian Culture: Historical Events, Physical Features, and Unique Flora and Fauna of Maui and Hawai'i (addition)
- 2006.66 - Hawaiian Studies Academic Subject Certificate (modification)
- 2006.67 - Credit by Exam (addition)
- 2006.68 - Drama (DRAM) 222 - Beginning Acting II (modification)
- 2006.69 - Marine Option Program (MOP) Certificate (modification)

**UH — MAUI COMMUNITY COLLEGE  
TECHNICAL SUPPORT COMMITTEE**

April 13, 2007

***Resolution Before the  
MCC Academic Senate***

***Whereas*** the Technical Support Committee was established to address the technological needs of the Maui Community College campus, and

***Whereas*** one member of the Technical Support Committee, Mary Jones (faculty/instructional support), has resigned her seat, and

***Whereas*** the Technical Support Committee's membership must represent the campus community and certain specific areas, yet be knowledgeable and experienced in their respective areas of expertise, and

***Whereas*** the Technical Support Committee has nominated a qualified candidate to fill this vacancy, and

***Whereas*** the candidate has expressed his willingness to serve the campus as a member of the Technical Support Committee and has previous experience as a founding member of the Committee,

***Be It Therefore Resolved*** that the Maui Community College Academic Senate affirm and support the nomination of **Vincent Linares** (faculty) to serve on the Technical Support committee for a two year term effective with the 2006-2007 Academic Year.

Respectfully Submitted,

s/Sandra R. Swanson, Chair  
Technical Support Committee

## **Minutes for the Academic Senate August 2007 Meeting**

**Present:** Stacey Arakawa, Feliciano Sales, Kyle Takushi, Ben Guerrero, Maggie Ward, Kathleen Hagan, Maggie Bruck, Juli Umetsu, Jill Fitzpatrick, Ryan Daniels, Hiroko DeLeon, Tim Marmack, Julie Powers, Elaine Yamashita, Ki'ope Raymond, Vinnie Linares, Eric Engh, Lorelle Peros, Dorothy Tolliver, Sally Irwin, Cindy Foreman, Shane Payba, Michael Takemoto, Kehau Newhouse, Renee Riley, Teri Evangelista, Lee Stein, Patricia Duckworth, Diane Meyer, Kate Acks, Julie Clark McGee, Cyrilla Pascual, Marge Kelm, Walette Pellegrino, Lisa Deneen, Margaret Christensen, Gayle Early, Molli Fleming, Bruce Butler, Chris Speere, Wini Chung, Ben Marquez, Dean Louie, Laura Lees, Elisabeth Armstrong, Richard Hill, Bobby Santos, Teresa Shurilla, Bernie McPherson, Mary Francl, Ann Coopersmith, Rosemary Perreira, Carol Petith-Zbiciak, Anne Scharnhorst, Denise Cohen, Dorothy Tolliver, Ellen Peterson, Daniel Kruse, and Donna Harbin.

**10:38 a.m. Meeting called to order Michele Katsutani, Academic Senate Chair**

### **I. Introductions**

### **II. Approval of Minutes**

Marge Kelm moved to pass the May 2007 minutes with suggested corrections. Maggie Bruck seconded, and the motion passed unanimously.

### **III. Committee Reports**

#### **1. Procedures and Policy**

Vinnie Linares reported the committee will be working on the N grade policy and revising the Academic Senate charter. Revising the charter depends on campus reorganization, which has to be approved by administration. In about one month, expect to see Survey Monkey with questions for feedback. Contact committee members if you have questions.

#### **2. Planning and Budget**

Cindy Foreman reported the committee meets Tuesdays prior to Friday Senate meetings.

#### **3. Assessment**

BK Griesemer reported the following

- a) MCC Today show puts a face with name of MCC, provides a place to discuss programs, and has 3-4 segments per show. Currently looking for co-hosts. Next shows: September 21 and October 19.
- b) Curriculum Committee  
Thank you to Jeannie Pezzoli and Frannie Coopersmith for all their work. Form-fillable and separate forms will be online. Curriculum training will be available this fall. There will be three sessions on August 29, 10:30 a.m., noon, and 1:30 p.m.  
Curriculum meets Tuesdays 2:45 p.m. in KaLama 102 for Fall 2007 and Spring 2008.  
Membership is specified in charter. The Curriculum website gives the list of representatives.  
Anyone can attend the meetings.
- c) Assessment Committee  
There will be three Saturday sessions (September 15, October 10, and November 17) limited to 10 participants. BK Griesemer will email more information on these sessions later. Email BK if you have any questions.

#### **4. Mediation and Hearing**

Michele Katsutani reported this committee needs to be reactivated.

#### **6. Elections**

Michele Katsutani reported this committee needs a chair.

### III. Ad Hoc Committee reports

#### 1. International

Alice Luther reported dorm residents will be staying in hotels for the next two to three weeks. The entire dorm complex should be open by Spring 2008.

This summer forty students visited from Tokyo; Toyama University signed on as a sister university; and on-going Skype activity continues with Hiroko DeLeon's Japanese language students.

Katie McMillan is working to focus marketing with new populations: Hong Kong and parts of Japan.

The committee will be convened in October after marketing strategy is established. The 10 members of the committee include faculty, TLC, MLI, and Health Center. Let Alice know if you are interested.

#### 2. Baccalaureate

Elaine Yamashita reported the committee needs a new chair. Tell Michele Katsutani if you are interested. The committee wanted to develop criteria for determining what courses and 4-year degrees. Originally, the committee wanted to look at our campus' resources and cultural readiness for offering 4-year degrees.

Discussion: It was mentioned that the web advertises MCC as a 4-year institution, promoting MCC as a 4-year college. This committee is important because it gives our voice.

#### 3. Civic Engagement

Molli Fleming reported the committee had been formed right before a grant cycle to help pull together Service Learning initiatives. At the next meeting, we will determine whether we want to continue this committee. Email Molli if you are interested in attending.

Mira Allen, who was one of three to win a national service award, will be the Service Learning student assistant.

Discussion: Mira Allen will also be editor-in-chief of *Ho'oulu*, MCC's student newspaper. The first issue will be out during the first week of classes.

#### 4. Resident Committee

Michele Katsutani reported the Resident Committee was established to ensure resident students get equal attention. This committee needs a chair.

#### 6. Business Processes

Michele Katsutani reported this committee was created from Senate concerns about the business processes. Also, she spoke with David Tamanaha about the proposed Business Office office hour to allow walk-ins. There are no specifics yet.

Discussion: This committee needs a leader. One problem is that our business office is overworked, would an office hour impede more? It has been reported that there are new people hired in the Business Office who need time to be trained. Understaffing doesn't seem to be the issue. Phone calls often go unanswered, but physically going to the office seems to work. If we all walk over there, it might get worse. It was recommended that the committee tracks how long the process actually takes. The problem is that the process and contact person is not clear. It's not necessarily our business office, but also UH Manoa's business office. It was requested that Michele Katsutani speak again with David Tamanaha. David Tamanaha sent out a flow chart and that each department has one point person assigned.

Michele Katsutani agreed to follow up with David Tamanaha with this discussion and will report back to Senate.

## **V. Academic Senate Executive Committee Report**

Michele Katsutani reported that the committee meets two Wednesdays a month, 7:30 a.m.-8:55 a.m. Issues discussed at the last meeting included resolutions, discussions with the Chancellor about the path of MCC, and continuing to meet with the Chancellor on a regular basis. If you have questions, contact members of the committee (Maggie Bruck, Paul Levinson, Kyle Takushi, Laura Lees, Sally Irwin, Lois Kimmel, Michele Katsutani, Mike Takemoto, and Lorelle Peros).

## **VI. Unfinished Business**

1. Michele Katsutani reported that in Spring 2007 Clyde Sakamoto had requested names for a committee.

Elaine Yamashita reported a few (including Elaine Yamashita, Dorothy Pyle, Mark Hoffman, Maggie Bruck, and Sally Irwin) already met with Clyde Sakamoto, where he mentioned a UC Berkeley consultant.

Discussion: Are we going to offer Baccalaureate degrees? Wouldn't it make sense to work on the infrastructure first? That's what the Senate ad hoc Baccalaureate Committee works on, an opportunity to give faculty input. It was asked that while strongly supporting campus progress, what efforts are being made by the administration to promote this rather than strengthening the infrastructure. How can we do both? We are not part of the debate, but rather reacting to it. That's why the ad hoc committee was formed. The committee is not against 4-year degrees, but considering the how.

Sally Irwin reported that as Strategic Team G chair, the two committees should work together. While the ad hoc committee looks at what is the impact and current problems, Team G looks at what 4-year degrees we want to offer.

Michele Katsutani reported she will clarify the number of Baccalaureate committees, identify the leaders and members of the committees, and report back to Senate.

2. Michele Katsutani reported the Leadership Retreat will be August 31, 8:30 a.m.-12:00 p.m. Email with more information will be going out today.

## **VII. New Business**

1. Michele Katsutani requested Senate members allow everyone an equal voice, maintaining meetings with manners and courtesy.

2. Proposed Faculty Classifications and SLO's

Michele Katsutani reported there was discussion (from April 2007) of changing faculty classifications and maybe attaching SLO's. At the Board meeting in September, there will be a vote taken. She is not sure of the status of this.

Discussion: In Spring 2007 the MCC Senate passed a resolution introduced by Vinnie Linares. Four other Senates have also voiced this cannot be done. The administration took consult, but is not responding. The administration will present changes with SLO's not sure of language. Clyde Sakamoto and Peggy Cha wrote it.

Michele Katsutani suggested adding UHPA update to Senate meetings.

Discussion: We went on record in May to not allow SLO's in tenure and promotion procedures. This is very important. We must stay involved in this issue. Is the Academic Senate chair able to attend BOR meetings? How can we be aware of BOR agendas? It is the right of the administration to create classifications with consultations, but the question is have consultations been sufficient.

Michele Katsutani reported the first Senate Chairs meeting will be August 24.

**VIII. Other**

1. White Paper Group will come to the September 14 meeting.
2. October 19, 2:00 p.m., location TBA, John Morton
3. Michele Katsutani reported she had several summer discussions with Clyde Sakamoto about issues of retention. Senate will hear more about this soon.
4. BK Griesemer added that the December is the deadline for curriculum proposals for Fall 2008 and October 1 is the deadline for Spring 2008.

Next Senate meetings: 1:30p.m.-3:30p.m. during the following Fridays (9/14, 10/12, 11/9, and 12/7)

Lorelle Peros reported the Maui Hotel Lodging Association awarded \$1000 scholarships each to two Hospitality and two Culinary Arts students. *Maui No Ka Oi* magazines customized magazine covers for each recipient.

**11:38 a.m. meeting adjourned.**