



UNIVERSITY of HAWAII®  
**MAUI COLLEGE**

ACADEMIC SENATE MEETING

Thursday, August 18, 2011

Ka'a'ike 105

10 a.m. – 11:30 a.m.

Present: Maggie Bruck, Dean Louie, Francine Ching, Carol Petith-Zbiciak, Jennifer Owen, Fely Sales, Cyrilla Pascual, Conrad Hornick, Cymbree Kawamura, Sally Irwin, Michael Takemoto (?), Bert Kikuchi, Debbie Nakamura, Ann Coopersmith, Sean Calder, Gayle Early, Diane Meyer, Denise Cohen, Noreen Erony, Kathleen Hagan, Melissa Van Pelt, Rosie Vierra, Joyce Yamada, Nancy Johnson, Debie Amby, Stephen Kameda, Melissa Yoshioto, Teresa Shuvilla, Thomas Lelli, Doris Casey, Maggie Ward, Chris Speere, Anne Trygstad, Kyle Takushi, Thomas Hussey, Carlton Atay, Larry Janik, Melissa Kirkendall, Pauahi Hookano, Julie Powers, Derek Snyder, Cathy Bio, Wayne Aguirre, Samantha Schwartz, Colleen Shishido, Solange Alzamora, Liping Liu, Lorelle Peos, Tim Marmack, Jung Park, Donna Harbin, Kate Acks, Gwen Morinaga-Kame, Lee Stein, Kiope Raymond, Dale Naho'olewa, Kulamanu Ishihara, Ellen Person, Ryan Daniels, Kealani Cook, Jan Moore, Catherine Thompson, Kalei K (?), Malia Davidson, Julie Patao, Rose Perreira, Laura Lees, Ben Marquez, Kathy Fletcher, Daniel Kruse

**AGENDA**

**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 10:08

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

- IT-C – Rosie Vierra, Joyce Yamada. no report
- Planning and budget – New chair is Sally Irwin!! No report.
- WASC accreditation update – Diane Meyer. Approval received from WASC that sustainable science baccalaureate approved. Please sign up for Ask Me tables
- Assessment Committee – Jan Moore - See report on p. 2.
- Safety plan and procedures – Ryan Daniels – VC Administrative Affairs David Tamanaha is in process of finalizing Emergency Operations Plan.
- Social Committee – Misti Furomoto – see p. 2-3. Need new members.
- Senate chair report – see p. 3.

Senate overview:

We have shared governance, includes APTs; uniqueness of UHMC Senate  
Systems Thinking, considers both short and long term consequences of actions

II. Minutes from 5/6/11 – Mahalo to Gayle Early. Correct Donna's name. remove kiope from proposal

III. Standing Committee reports:

- Curriculum: Kahele Dukelow and Maggie Bruck  
New CC co-chairs! Going to curriculum central, can be learned. New committee members. Kahele invites faculty to Kalama 202 at 0800 on Fridays to learn how to use curr. Central. 5 year reviews can be done with forms on cc. Will be able to route class to others for review; very transparent. Can see who voted for course or abstained. Fri Oct. 14 deadline for new courses next year. 80% of current curriculum out of date, have until 11/11/11. Prizes will be given for those who submit 5 year reviews.  
What can be changed in a 5 year review? they will send something out. Anything in catalogue would be major change. Can see other campus SLOs if needed.
- Policy and Procedures: Kulamanu Ishihara and Tim Marmack  
Worked on charter this summer, created charter and bylaws format. Format changed, down to 4 pages from 11. See summary of changes to be sent out soon and brought up for vote proposal next AS meeting. Per Clyde, we need to be sure it aligns with WASC criteria. Clyde concerned that new programs may not have current faculty expertise. May need to add language that outside expertise may be sought; or define what primary responsibility for fundamental academic areas means. Lee Stein concerned about outside expertise over-riding current faculty. Kate Acks concerned about non-faculty being experts; qualified faculty need to be hired. May

want to consult with profs. emeriti or union about wording. Send comments to Kulamanu or Tim. Document must be signed by chancellor.

This year, will examine academic probation policy and forgiveness policy. Lau'ulu is a campus group, comments by Kiope on why will be included in executive council: Advisory groups to university President includes Puko'a, and Lau'ulu is no different. University strategic plan includes address needs of native Hawaiian students as #1 goal. There is a need for a direct line into ASEC. Elaine commented on change in focus to honor Hawaiian student in recent decades; per Kiope we are charged to meet NH student needs as well as others.

- Assessment: Jan Moore.

UHMC Planning and Assessment Process. Assessment is all about improving student learning. Need to assess ILO, PLO. Need to make changes in curriculum based on PLOs.

Draft UHMC Mission, Vision, and Core Values. Program mission needs to be aligned with college mission. Work in progress.

Institutional Assessment and Effectiveness committee

Draft of Institutional Level Outcome shown. Campus will be invited to be involved in process.

#### V. Discussion items:

- From All Campus Council Faculty Senate Chairs – review, comments on Executive Policy E1.202 – updating EEO/AA policy (attached to email). Please read and comment, underlined items are new. Includes language of federal and state laws.

- Support of Transcript Evaluator resolution

Chancellor supportive. Nancy proposed resolution:

“Be it resolved that the UHMC Academic Senate supports the recent statement by Chancellor Clyde Sakamoto that he plans to implement the position of Transcript Evaluator due to the expanding Bachelors programs, the number of students returning with previous college work, and the number of international, non-resident and resident students.”

The Academic Senate believes that this is a cost effective way to support the work of the Office of Admissions & Records, Financial Aid, Counseling, and instructional programs and to assist new students with registration in the appropriate courses and in a timely manner.

The Academic Senate urges Chancellor Sakamoto to make recruitment for this position a high priority and to fill the position during the fall 2011 semester.

Proposal supported in general- approval given for some word changes, motion made, seconded by Catherine Thompson, and resolution approved by all.

- Status of Emeritus- Dorothy Pyle, Vinnie Linares, Bobby Santos.

Kathy Fletcher reports emeriti need to be level 5, full professor, need to have contributed system-wide. Get to keep email, have library privileges, will be listed in catalogue, can put on business cards. Emeriti can continue to serve on committees, consult. Clyde will discuss with John Mckee; feels persons should be vetted.

Senate previously supported Steve George, Ernie Rezents, for example. May be different ideas of meaning of emeritus between Senate and Chancellor. Will ask Chancellor to meet with ASEC. Emeriti ultimately signed off by BOR when Chancellor moves forward.

#### VI. Announcements

Sign up for Ask Me tables

#### VII. Next meeting – Sept. 9. 1:30 p.m.

Meeting adjourned 1129.

## **Assessment Report – Submitted by Jan Moore**

August 18, 2011

The Annual Instructional Program Review report guidelines are in the process of revision. Once the guidelines are approved by the Vice Chancellor's office, a meeting will be held with the program coordinators in early September. Some of the revisions include the college mission and program mission statements; statement of involvement by the advisory boards with assessment, linking CASLOs to program maps. The Annual and Comprehensive Program Reviews are due **October 28, 2011**. The following programs will be completing a comprehensive review: Human Services, Fashion Technology, Agriculture, ABIT, UH Center, Lanai Ed. Center, and Lahaina Ed. Center. As in the previous year, program coordinators will be reporting the evidence of student learning on their rubrics, and analyzing the evidence to recommend changes for improved learning and to make budget requests.

2011 Program Health Indicator data is available at <http://www.hawaii.edu/offices/cc>. Click on the link for Annual Report of Program Data (ARPD).

The Institutional Assessment and Effectiveness Committee (IAEC), a committee under the Vice Chancellor, has been meeting throughout the summer to develop an institutional assessment process. UHMC Planning and Assessment Process will involve the Chancellor's Executive Council, Strategic Planning Committee, IAEC, and Faculty and Staff Development Committee (or Inspired Teaching Committee). The IAEC will establish the Institutional Learning Outcome(s) (ILO), assess the ILO, and recommend process improvements.

## **Social Committee Report – Submitted by Misti Furomoto**

Aloha and welcome (welcome back)!!

I apologize for not being here today as I am on Molokai`i recruiting more students for my program. The UHMC Social Committee is planning 2 great events this school year but we need your help

We are looking for 1 or 2 more interested faculty to become a part of our ohana.

Currently on the committee are the following:

Francine Ching - Student Life

Malia Davidson - Liko A`e

Misti Furomoto - Ku`ina Program

Thomas Hussey - Automotive

Kari Luna - Pai Ka Mana Support Service

Kilohana - Miller-Financial Aid

*Mahalo to Cathy Bio who's term has recently ended, but will continue to support UHMC Social Committee. And we would like to welcome our newest committee member Carlton Atay-Sustainable Construction.*

We are always open to ideas and suggestions, so if you are interested, please contact me.

Looking forward to another great semester!

Mahalo!

Misti

[mistif@hawaii.edu](mailto:mistif@hawaii.edu), 984-3681, TLC Classroom C03

### **Senate Chair report August 2011**

#### **Achieving the Dream (AtD)**

First meeting of the 2011-12 year is on August 25.

#### **Chancellor's Executive Committee, meetings with senate chair**

- Please support and enjoy the Launch of UH Maui College on Friday, Aug. 26, 4:30 – 8:30 p.m.
- UHMC innovation fund proposals include transcript evaluator and UHMC employment placement center.
- Congratulations to HOST on accreditation – good for seven years.

#### **Department Chair meetings**

Meetings are held Tuesdays, 3 p.m.

#### **Community College Council Faculty Senate Chairs (CCCFSC)**

Retreat coming up in September.

#### **All Campus Council of Faculty Senate Chairs (ACCFSC)**

Retreat on Aug. 26.

- Updated Executive EEO/AA Policy. Comments sought – deadline is Aug. 31. Document is attached to email.

#### **Other:**

Senate website that is seriously outdated (2009 info still on!) is being revamped by part-time webmaster Ryan Buckley.