

MAUI COMMUNITY COLLEGE  
ACADEMIC SENATE MEETING MINUTES  
12/13/02

Present: Marge Kelm, Ann Coopersmith, Nancy Johnson, Dorothy Toliver, Darryl D, David Brass, Don Sprinkle, Robyn Klein, Bobby Santos, Bruce Butler, Kim Willenbrink (student), Bob Wehrman, Katie Barry (student), Catherine Thompson, B.K., Mike Albert, Jill Fitzpatrick, Elaine Yamashita, Lee Stein, Michele Driscoll, Eric Engh, Charlene Gima, Chuck Carlotta, Jan Moore, Lynne fox, Lorelle Solanzo Peros, Rosemary Perreira, Debbie Nakama, Levia Walton, Herb Coyle, Monica Williams, Maggie Bruck, Dan Kruse, Angela Yarnell, Dorothy Pyle, David Tamanaha, Daneford Wright, Kahele Dukelow, Gertrude Ueoka, David Grooms, Denise L. Cohen, Debbie Winkler, Paulette Ramon, Julie A., Chris Speere,

Marge Kelm: Called the meeting to order 2:00 pm

**MINUTES:** Sandra Swanson made a motion to approve the minutes from May 02 – November 02; Gertrude Ueoka seconded: Passed unanimously. Minutes from May 02-November 02 accepted.

**UPDATE ON SYSTEM AND CAMPUS CHANGES, flo wiger:** flo reported that the BOR held a special meeting and approved to initiate the most significant reorganization in 50 years. Points made included:

- One Chancellor for the 10-campus system
- Increase autonomy on each campus
- Search for New Vice-President of Academic Affairs
- New position VP of research
- President will spend more time at each campus monthly

Question was asked how the tenure/promotion process would be handled as there will no longer be a Chancellor's Office. flo indicated that she would get follow-up information on how the process will change.

**CHOOSING A MISSION STATEMENT:** After much discussion the final vote was 30 for choice D and 3 abstentions: The new mission statement reads:  
"Maui Community College is a learning-centered institution that provides affordable, high quality credit and non-credit educational opportunities to a diverse community of lifelong learners."

**CURRICULUM:** Ann Coopersmith presented the proposed curriculum motions from the curriculum committee:

1. Program modification

- A. Office Administration 7 Technology Program (OAT) change to Business Technology Program (2002.27).
- B. Deletion of AOT 21 BCD 30,32, 40C, 43,50, 78, 80, 83 (2002.07-.11,.14,.15,.71,80)
- C. Modification of
  - Business 55 To Bus 155 Computational Problems in Business (2002.18)
  - BMACH 20D to BUS 19 Electronic Calculating (2002.12)
  - OAT 20 to BCIS 20 keyboarding (2002.72)
  - OAT 22B to BCIS 122 Computer Keyboard Mastery (2002.16)
  - OAT 23 BCD to BCIS 127 Word Processing for Business (2002.17).
  - OAT 40B to BUS 40 Filing (2002.20)
  - OAT 81 to BCIS 181 Executive Transcription (2002.20)
  - OAT 85 to BUS 185 Processing Physician's Orders (2002.13)
  - WPRO 27 to BCIS 139 Desktop Publishing for Business (2002.19)

Addition of new classes:

- BCIS 180 Office Computer Troubleshooting and Maintenance (2002.23)
- BCIS 246 Business Computer Spreadsheets (2002.24)
- BCIS 247 Business Computer Databases (2002.25)
- BUS 121 Customer Service (2002.29)

BUS 140 Records and Information Management (2002.77)  
BUS 283 Legal Terminology and Procedures (2002.28)  
BUS 292 (2002.78)

Modification of certificates and degrees:

CC to Cert C Basic Office Skills/Pre-Business Technology (2002.28)  
CC Business Technology (2002.29)  
CA Business Technology (2002.31)  
AAS1 Information Processing (2002.31)  
AAS2 Legal Office (2002.32)  
AAS3 Medical Office (2002.33)  
AAS4 Health Unit Coordinator (2002.34)

**The above changes were so moved by curriculum committee; seconded by Robin Klein; passed unanimously. Motion carries.**

2. Program Modification

- A. Modification of alpha HD to FAMR (2002.43)
- B. Deletion of Cert C Intermediate Level Educational Assistant (2002.44)
- C. Addition of Cert C Preschool Child Development Associate (2002.45)

**The above changes were so moved by curriculum committee; seconded by Vinnie Linares; passed unanimously. Motion carries.**

3. Program modification

- A. Nursing degree 77 credits to 73 (2002.48)
- B. Modification of course descriptions and co-requisites in
  - NURS 153 & 153L (2002.49 & .50)
  - NURS 155 & 155L (2002.51 & .52)
  - NURS 157 & 157L (2002.69 & .54)
  - NURS 158 (2002.55)
  - NURS 240 & 240L (2002.58 & .57)
  - NURS 253 & 253L (2002.59 & .60)
  - NURS 254 & 254L (2002.67 & 68)
  - NURS 255 & 255L (2002.65 & .70)
  - NURS 256 \* & 256L (2002.63 & .64)
  - NURS 257\* & 257 L (2002.61 & 62)
  - NURS 258 (2002.66)
- C. \*= Modification of credit from 3 to 2

**The above changes were so moved by curriculum committee; seconded by Robin Klein; passed unanimously. Motion carries.**

4. Approval of planning new four-year ABIT degree (2002.40)

**The above was so moved by curriculum committee; seconded by Cheech Sharlie; passed unanimously. Motion carries.**

4. Addition of new courses

- A. BIOL 225 Fundamentals of Cell and Molecular Biology (2002.42)
- B. HSER 256 Dynamics of Family Violence (2002.46)
- C. HWST 111 The Hawaiian 'Ohana (2002.04)
- D. HWST 213 Ethnozoology (2002.05)
- E. IS 106 College Orientation I (2002.39)
- F. IS 107 College Orientation II (2002.76)
- G. MATH 107 Math for Computers and Electronics (2002.36)

**The above changes were so moved by curriculum committee; seconded by Sandra Swanson. Ayes have it. Motion carries.**

5. Modifications of existing courses

- A. BIOL 171 and 171L – separate lab and lecture, add CHEM 151 as alternative prerequisite (2002.01 & 2002.73)
- B. ECON 130 & 131 – add MATH 27 as alternative math prerequisite (2002.02 & 2002.03)
- C. PHYS 105 – modify prerequisites to MATH 25 with at least a C or placement at Math 27 or 107, or consent (2002.37)
- D. ETRO 101 – Modify prerequisites to Placement at MATH 27 or 107, or consent (2002.41)
- E. BCIS 162 – add ICS 100 as alternative prerequisite (2002.38)
- F. ICS 102 – change title to Internet Resources (2002.06)
- G. SCI 124 – reactivate and change alpha to BIOL 124 (2002.75)

**The above changes were so moved by curriculum committee; seconded by Robin Klein; passed unanimously. Motion carries.**

FYI

- 1. Reactivate MATH 111 (2002.74)
- 2. Approve ECET plans to modify AS degree programs to reflect needs of community and recommendations of Advisory Committee-High Performance Computing (new), Network Administration (revised), PC Support (revised) (2002.35)
- 3. Change wording of literature classes in AA in Humanities section to reflect what we actually offer, which are ENG 251-257 (2002.47)

**UNIT ASSIGNMENTS FOR FOOD DURING SPRING SEMESTER:** Marge requested that each unit bring food to the senate meetings. A sign-up sheet was passed around.

**SMOKING POLICY:** Michelle Driscoll gave an update of the smoking policy at UH and its relationship to the smoking policy that MCC is developing. Tentative smoking sites on MCC campus are being designated and discussed. Denise Cohen discussed assistance and guidance the MCC Campus Health Center is able to provide to those wishing to quit smoking. The Health Center is able to prescribe all of the current pharmacological therapies to assist individuals to quit smoking.

**6. Resolution (10 minutes) K. Acks: It is proposed that late registration ends at 4:30 on the last business day prior to the first day of class:**

Rationale

- 1. Some students currently register during the first week of class. Since the schedule allows for registration during the first week of class, these students may not feel that the first week of classes is important.
- 2. By expecting earlier registration, we are modeling better behavior and should be able to expect a better success ratio.
- 3. Faculty still can add students – it becomes the responsibility of a particular faculty rather than the counseling department.
- 4. Having talked with Maggie from counseling, I have the impression that counseling would be happy with both of these proposals. I would more than glad to check this out with entire counseling department.
- 5. While I concur with flo that it would be ideal to have this deadline set a prior to when a class first meets, that might be a difficult deadline to input. (Will students be lining up at Student Services 5 minutes before a class is to begin)? Any student in this situation can request an “add” card from the faculty. This is much cleaner for the faculty as they will know that this student should be on the roster.

Due to time limits the above resolution was tabled till January’s meeting.

- 7. Class Cancellation Policy-D. Pyle tabled due to Dorothy being off island.

Meeting adjourned:

Respectfully submitted

Denise Cohen, Secretary