

## **Academic Senate Meeting Minutes for December 8, 2006**

**Present:** Donna Haytko-Paoa, Mike Searcy, Ryan Daniels, Daniel Kruse, June Volken Vierra, Alf Wolf, Sally Irwin, Julie Powers, Crystal Alberto, Dian Meyer, Lorelle Peros, Cyrilla Pascual, Jan Moore, Robyn Klein, Ellen Peterson, Jennifer Owen, Colleen Shishido, Cynthia Foreman, Ann Coopersmith, Lois Kimmel, Malia Johnson, James White, Mary Francl, ??, Feliciano Sales, Sandra Swanson, Eric Engh, Molli Fleming, Marge Kelm, BK Griesemer, Chuck Carletta, Kathleen Kagan, Maggie Ward, Catherine Thompson, Nancy Johnson, Pat Adams, Lisa Deneen, Shane Payba, Lee Stein, Ben Guerrero, Patricia Duckworth, Emerson Timmins, and Laura Lees

### **VI. Announcements**

1. Diane Meyer reported that the First Week schedule will be coming out on email. During First Week there will be fewer meetings scheduled so that faculty can be available for students who need help registering for classes.

### **I. Executive Report**

Dan Kruse reported the following topics covered discussed at the Executive Committee meeting:

1. Lori Gouvaars is the new OCET director.
2. Discussions concerning recruitment targets for MCC students will continue.
3. Academic Senate Resolution Matrix was given to the Executive Committee, which will review unfinished business and report back on any further action at the next meeting. The matrix will help formalize the resolution process: resolutions passed at the Senate meeting will be added to the matrix, presented to the Executive Committee, and reviewed until resolved.
4. Board of Regents Meeting:
  - a. Change to student transfer policy will raise standards so transfer students will be eligible for Mānoa sooner, which will help ease process of transfer students applying for housing, financial aid, and so on.
  - b. Academic Forgiveness: Banner supports the both of the following options for one class taken two times: count the averages of the two grades OR count the higher grade.
  - c. West Oahu approved offering the inverted BA degrees.
  - d. Writing Intensive currently a focus, should we offer Reading Intensive and Speech Intensive as well?

### **VI. Announcements continued**

2. BK Griesemer reported the MCC Today Show still has eight available slots for Spring 2007 shows. The show is looking for spots showing community connections or new initiatives in particular. If you are interested please contact BK

### **II. Standing Committee Reports**

#### 1. Assessment

BK Griesemer reported the following:

- a. Upcoming Assessment Workshops:
  - Fri., Feb16: Workshop with Ruth Stiehl in Honolulu. Perkins funding will allow total of 15 to fly over.
  - Fri., Feb 16: Online Assessment Workshop
  - Sat., Feb 17: Workshop with Ruth Stiehl in Honolulu. (AA portion )
- b. Thanked Frannie Coopersmith for putting together the curriculum piece.
- c. AA and Hallmarks: Dorothy Pyle has 6 credits release time to work on AA

Background: In the 1990's, as curriculum chair, BK decided it would be useful for faculty, staff, and community to come up with the new AA under Colleen Shishido, Alf Wolf, and Dorothy Pyle. The proposal was approved by the Senate, but never went further because of the Hallmarks at Mānoa. John Morton's suggested MCC accept Hallmarks and

propose new A.A. at the same time. Because hallmarks were used to build the AA, although some areas are different, there will be no need for huge curricular changes to the original proposal.

- The benefits:
- 1) Reduce time currently spent on fitting articulation and Mānoa.
  - 2) System wide hallmarks will require feedback from all campuses.
  - 3) MCC will decide what fits from MCC campus to hallmarks.

Kate Acks moved to accept UH hallmarks  
Robyn Klein seconded the motion.

Discussion: Dorothy Pyle's 6 credits were taken from Moloka'i classes and will affect enrollment. Four other CC's have accepted the hallmarks. System wide hallmarks will make transferring for our students easier.

The motion passed unanimously.

### **I. Approval of Minutes**

Sandra Swanson moved to accept the minutes with proposed corrections.  
Kate Acks seconded the motion and the motion passed unanimously.

### **II. Standing Committee Reports continued**

#### 2. Procedures and Policy

Kate Acks reported the following:

- a. The committee has discussed the following issues: probation policy, forgiveness grade, rewriting the Academic Senate charter in light of reorganization, and changing CR grade from "D" to "C" letter grade.
- b. The committee is very busy and if you are interested in joining, meetings are 9 a.m. 1<sup>st</sup> and 3<sup>rd</sup> Monday each month.

Kate Acks asked for a straw vote for those who are leaning to CR being equivalent to a "C" letter grade.

Discussion: CR is not transferred into the GPA.

In the straw vote, the majority present voted in favor of changing the CR grade.

Catherine Thompson asked about the policy for GPA of repeating classes. Kate Acks clarified that if a student took one class three times, the student would get the average of the three classes for only one class worth of credits.

Eric Engh reported that as of yesterday, the final grade options in Banner mistakenly list A through F, I, and NC.

Kate Acks asked for a straw vote for those who prefer the current policy of averaging repeated class grades: no one voted in favor.

Kate Acks asked for a straw vote for those who would prefer taking of the highest grade from all the repeated class grades: roughly 50% of those present voted in favor.

Kate Acks asked for a straw vote for those who would prefer taking the most recent grade from all the repeated class grades: roughly 50% of those present voted in favor.

#### 3. Budget

Cindy Foreman reported the following:

- a. Governor Lingle has put forth the budget, not the legislature, and there is nothing for MCC in the CIP budget. It is very important for MCC to communicate with legislature to encourage the need to consider MCC's budget needs.

- b. 2007 Legislative Appropriation Budget: The committee has been researching budget drivers from the last few years. How was emergency electrical money spent? Additional tuition? RTRF money?  
For example, RTRF money received should stay with the department who initiated the grant, but currently 35% of facilitating funds appears to remain with the initiator and 65% appears to go to college general funds. If we want Program Review to drive funds, this needs to be more evident.

Pat Adams clarified that an updated budget sheet from this morning's meeting showed more items as driven by Program Review.

#### 4. Curriculum

Frannie Coopersmith reported that the Curriculum Committee moved to accept the proposed curriculum changes:

Marge Kelm seconded the motion.

Discussion: Frannie Coopersmith presented the following changes:

2006.01: ART 115 (change title)

2006.02-2006.04: System alpha changes for ICS 101 (used to be ICS 100); ICS 111; ICS 121

2006.17-2006.18: MICRO 130 (5 credits splits lab into MICRO 140)

2006.19-2006.26: New ART classes cross listed with ICS digital Media

2006.27: Visual Arts Academic Subject Certificate added

2006.29: PHRM 203 (prerequisite changed to identify particular Anatomy and Physiology class from each campus.)

2006.30: HUM 400 (added)

2006.35: Nursing Program (Map shows two entry times and includes some prerequisite recommendations to required changes)

All changes will be global, meaning if a course alpha is changed, than all the courses that list that changes course as a prerequisite will also be matched throughout the catalog.

Motion passed unanimously.

#### 5. Election

Jim White reported the following:

- a. January: Nominations for Senate Chair and election.
- b. February: Nominations for AS Executive Committee seats and election.
  - Language Arts (currently Laura Lees)
  - Nursing (currently Patricia Duckworth)
  - Vocational Technology (currently Ann Emmsley)
  - Math/Science (currently Sally Irwin)

#### **IV. AD Hoc Committee Reports**

1. Baccalaureate: Sally Irwin reported Elaine Yamshita sent out an email with the report.
2. Civic Engagement: Mollie Fleming reported the next meeting will be January 4, 2007, Kalama 104 A, 12-1:30 with lunch served.
3. Social: Sally Irwin reported the Christmas Party was successful last night. There will be a Picnic planned for January 20, spearheaded by Clyde Sakamoto. You will get more information by email.
4. Business Process: Kate Acks reported business students at Mānoa are mapping business processes across the system and asked for concerns from each campus. Some items presented were eliminating red tape, automated approaches, travel and procurement processes. If you want to be involved, please let Kate Acks know you want to be part of this committee.

**IV. Announcements** continued

3. Dan Kruse announced the Quality of Life survey results were sent out by email. Some of the major differences seemed to be in the area of support services.

Kate Acks moved that the computers in classrooms should not be touched until there is more discussion about the process.

Sandra Swanson seconded the motion.

Discussion: What is the process of cleaning computer desktops from classroom computers? Should faculty put notes on the computers? Could files be reloaded? Could cleaning wait until summer? TSC will look at the process for future of cleaning computers.

The motion passed unanimously.

**Meeting adjourned at 3:06 p.m.**

Submitted by Laura Lees