

MAUI COMMUNITY COLLEGE
ACADEMIC SENATE MEETING MINUTES
01/10/03

Present: Marge Kelm, David Grooms, BL Greisemer, Vinnie Linares, Lee Stein, Kahele Dukelow, Bruce Butler, Debra Nakama, Pat Adams, Fiora Mora, Marilyn Couture, C. Petitith-Zbiciak, Michael Takamoto, Elena Alexander, Dorothy Pyle, Mark Slattery, Lorelle Solam Peres, Ros Anderson, Catherine Thompson, Patricia Duckworth, Charlene Gima, Denise Cohen, Chuck Carlotta, Alfred Wolf, Sean Calder, Laura Lees, Sandra Swanson, Kate Acks, Margaret Phanes, Rosemary Perreira, Dennis Puu, Julie McGee, David Brass, Jeffrey Marzluft, Diane Meyer, Dan Kruse, Devin Crowe, Lisa Sepa, Jennifer Owen, Lynn Fox, Ann Arakawa, Nancy Johnson

Marge Kelm: Called the meeting to order 2:15 pm

MINUTES: Deferred until February meeting

CURRICULUM: Ann Coopersmith PHRM 106 tabled for next mtg.

CR GRADE: Marge/Suzette: CR grade = D grade at MCC at other campuses CR grade = C grade. Suzette brought up issues r/t to systemwide credits. Bruce discussed neutrality. NC = No credit. What if instructors differ in interpretation of % for a C? Answer = Instructors can have their own discretion on % points that = a C. Purpose of discussion? For Distance Education Classes how does the CR affect translate to UH – Manoa? How does the transfer of the CR grade to a receiving institution is interpreted. Discussion ensued. Will refer to curriculum committee (Frannie Coopersmith).

SMOKING POLICY: Deanna Reece reported on UH’s new systemwide policy. Samples of brochure presented. See Appendix A.

PRIORITIES FOR UH FOUNDATION FUNDRAISING FOR MCC - Marge discussed prioritizing a “Wish List” for MCC. States it should be substantial such as a:

- New Science Building
- Updating computer labs
- Other substantial fundraising items

Recommended that beginning in February units should be looking at substantial needs (environmental structure and substantial equipment such as new computers for the computer labs) within their units and give list to Debra Nakama? Executive Committee?

STRATEGIC PLANNING AND SHARED GOVERNANCE COMMITTEE: Marge selected the following to serve on the Strategic Planning and Shared Governance Committee:

- Dan Kruse
- Patricia Adams
- flor wiger
- David Tamanaha
- Marge Kelm

They will report to a larger advisory committee. Marge discussed the need for an annual Shared Governance day as we had last year. She recommended longer planning. Suggested 1st Friday in February.

RESOLUTION FROM ALL CAMPUS COMMITTEE of FACULTY SENATE CHAIRS (ACCFSC).

Be is resolved that the appointment of faculty representation to any of the following committees shall only occur through appropriate faculty governance bodies:

- a) search committees for academic administrators above the department level:
- b) academic planning and policy committees
- c) budgeting planning and implementation policy committees; and
- d) student-faculty relations policy committees.

The appropriate faculty governance body in each case is the primary campus faculty senate. Where a campus possesses more than one senate, it is presumed that, in the case of issues arising the impact of which is felt most immediately at the level of some subunit, the primary faculty senate will make nominations to the committee in question only after consultation with the faculty governance body of the unit most immediately affected.

(The categories “a” through “d” above are taken almost verbatim from the Board of Regent’s policy regarding the establishment of faculty senates).

The above was moved by Alfred Wolf and seconded by Mark Slatterly. Passed unanimously. Motion carried.

RESOLUTION FROM KATE ACKS: IT IS PROPOSED THAT LATE REGISTRATION ENDS AT 4:30 ON THE LAST REGISTRATION DAY PRIOR TO THE FIRST DAY OF INSTRUCTION:

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.

Mark Slatterly moved Patricia Duckworth seconded. Discussion ensued. Marge ended discussion tabled the motion and referred the motion to the policies and procedure committee (R. Perreira).

RESOLUTION BY DOROTHY PYLE: Dorothy reported that there are two vacant clerical positions that are open. She made a motion that the vacancies be filled immediately. Seconded by ? I believe passed unanimously? (or did we vote on this)

SENATE CHAIR ELECTION: Lisa Sepa announced that the Faculty Senate Chair will be up for election this year. Her committee will accept nominations. Marge Kelm announced she would be willing to run for Faculty Senate Chair again.

PROCEDURES COMMITTEE: Rosemary Perreira asked for committee members for the procedures and policy committee. The procedures committee is responsible for

- a) Administrator Evals
- b) Working procedures for term limits for committee chairs.

REPORTS:

Academic Senate Chair: Marge Kelm reports the official Mission Statement for MCC is: 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. Academic Senate will meet the first and second Friday of the month at 2pm during the Spring Semester.

APTs: Jill Fitzpatrick –

ASSESSMENT: Lynn Yankowski – We had a warm-up meeting yesterday to get us started for the semester. I have decided to have assessment meetings on Monday afternoon this semester. I am also asking for twice a month meetings (second and fourth Monday starting Jan 27). Time is still in the air. Is

1:30 better than 3 pm? E-mail me your suggestion. Our focus will be on the first (of four) workshops (slated for Feb 1- see me for details). We also need help in developing the forms that the coordinators will be completing for their program. These were passed out in the meeting and I have given copies in the mailbox to those that were not able to make it. Please comment on them and get them back to me ASAP. This will be a busy assessment semester. I thank you all for your kokua (past, present, and future). Your help will aid everyone on the campus.

BUDGET: Kate Acks – Budget meeting: The meetings are scheduled for Jan 16, Feb 20, March 20, April 17 and May 15. All meetings will be scheduled from 1:30-3:00 in Qualm 102. In particular, please notify Kate Acks if you want to be on the list that will be notified of these meetings, etc.

BACCALAUREATE CURRICULUM DEVELOPMENT TEAM: B.K. Greisemer:

CURRICULUM COMMITTEE: A. Coopersmith

DISTANCE EDUCATION: Lillian Mangum and Cynthia Foreman: Jeannie Pezzoli will be conducting a meeting to schedule the distance ed course offering for Fall, 2003. The meeting will be held on Friday, January 17th at 10:30 in Ka'aikē 107. If you are interested in teaching a class via distance, please contact your respective Unit Chair.

PROCEDURES – Rosemary Perreira (see above)

SERVICE LEARNING: Frannie Coopersmith

SOCIAL COMMITTEE: Sean Calder

SMOKING POLICY: Michelle Driscoll/Deanna Kamakeeaina Reece (see above)

STUDENT GOVERNMENT: Katie Barry

TIC: Bud Clark

UHPA: Herb Coyle

Writing Intensive: Catherine Thompson

Announcements: Library instituted Internet WorkStations Policy. The policy is available online and will be enforced by software.

Campus Health Center has received an automated electrical defibrillator (AED) for emergency cardiac events on campus. So far six people are trained to use it. If anyone else is interested in training please contact Denise Cohen at the health center ext 493

Meeting adjourned: 3:15pm

Respectfully submitted

Denise Cohen, Secretary