Present: Dennis Vanairsdale, Sally Pestana, Rosalie Fernandez, Lina Doo, Mark Lawhorn, Harry Davis, Ibrahim Dik, Kristine Korey-Smith, Shirley Tsukano, Saori Sato, Karla Cepeda, Nora Furuno, Aaron Chau

Absent: Jeff Zuckernick, Karl Naito

Guests: Candy Branson, Leigh Dooley, Susan Dik

The meeting was called to order at 12:15.

I. APPROVAL OF MINUTES:

A. 12/6/10 Minutes -- Approved.

B. 01/05/11 Minutes – Pending (Chair Vanairsdale will complete them for the March meeting.)

II. COMMITTEE REPORTS:

A. Curriculum – Committee Chair Susan Dik brought four motions from the Curriculum Committee:

1. **Motion**: Deans have seven working days to take action on curricular items such as course proposals or program proposals. On the 8th day, any items with no action will move to the Vice Chancellor for Academic Affairs with an “urgent notice” and three day deadline for action. **Motion passed**.

2. **Motion**: Curriculum subcommittee members are responsible for contacting proposers within two working days after curriculum proposals are approved by the CC either “as is” or “with change(s)”. **Motion passed**.

3. Courses for FS vote – **All approved**.

   a. ART 114 – 5 year review
   b. ENG 160 – 5 year review
   c. ESOL 90F – 5 year review
   d. LAW 101 – 5 year review
   e. LAW 102 – 5 year review
   f. LLEA 239 – 5 year review
   g. MATH 115 – 5 year review
4. Motion: Faculty Senate send a letter through the KCC Chancellor requesting the UHCC office increase resources to ensure the Curriculum Central office is staffed in such a way that provides 24/7 support to the campuses. The staff member(s) should be UH employees and no longer part time consultants. The staff member(s) should be designated as essential service staff. Appropriate faculty from each campus should have direct access to the Curriculum Central staff. **Motion approved with directive to the EC to finalize the letter.**

B. Budget – Committee Chair Candy Branson reported on the UHPA sponsored “System Budget Training” on January 7 & 8, 2011. She reported the 16 hour workshop was very informative. The outside experts reported to the attendees that the University of Hawaii is in excellent financial health. The UH has $200 million in reserves.

**Motion: Faculty Senate send a letter to UHPA inquiring the impact that faculty can expect from $200 million in reserves. Motion passed.**

The **Budget Committee was charged with developing a list of information items the committee would like from KCC administration in order to move forward with their committee responsibilities.**

C. Evaluation -- Leigh Dooley presented the final draft of the proposed Contract Renewal Guidelines. After discussion of the latest changes, **it was moved that the word “evidence” on page 4 be replaced with “outcomes”. Motion passed.**

**Motion to approve the amended final Contract Renewal Guidelines – Passed.**

**Chair Vanairsdale will send it forward to the Chancellor with a “reply by” request of 2/28/11 with the objective that faculty can use new guidelines for the upcoming contract renewal cycle.**

III. ACTION ITEMS:

A. Recommendation regarding establishment of a system committee to review possible change in academic calendar -- **After discussion, item PASSED with 8 for and 4 against.**

B. Correspondence re. Chancellor Memo dated 12/8/10 regarding Senate teaching equivalencies -- There were differing reports on prior timelines and action
leading to the present situation regarding TE for FS Chair and Vice Chair. **The EC will meet with Ibrahim Dik to sort out the historical details, and then finalize the letter stating the Senate position to the Chancellor.**

C. Appointment of faculty members to the KCC Academic Grievance Committee – **Faculty Student Relations Committee will be charged with selecting 5 faculty members to serve on the AGC.**

IV. UNFINISHED BUSINESS:

None.

V. NEW BUSINESS:

None.

Meeting adjourned at 1:45.

Submitted by:

Sally Pestana
Secretary