Present: Dennis Vanairsdale, Michaeelynn Nakoa, Kristine Korey-Smith, Harry Davis, Ibrahim Dik, Dave Evans, Mark Lawhorn, Saori Sato, Liz Nakoa (alternate for Humanities), Ed Borza, Peggy Barone, Aaron Chau, Brian Cassity (attended last half)

Absent: Karl Naito, Shirley Tsukano

Guests: Susan Dik, Shawn Ford

The meeting was called to order at 12:20

I. Approval of Minuses: **Approved**

II. Committee Reports:
   a. Distance Education Committee
      i. Reviewed written proposal to from distance education committee to work with OFIE to administer a form of CCSSE to online courses.
      ii. **Motion to precede working with OFIE to develop/adapt instrument. Upon completion, send instrument to FS as a courtesy, but FS does not need to approve before proceeding with assessment.** Passed
   b. Curriculum Committee
      i. Encourage departments to submit proposals as soon as possible

III. Accreditation Update:
   a. Areas of Concern
      i. Curriculum 5 year updates. 40% still need to updated
         1. FS Chair needs to send out support for curriculum senate memo – resolution from FS meeting in spring 2011.
         2. Courses that haven’t been taught in a few years may be made inactive. Curriculum workshop provides process for making course inactive in curriculum central.
         3. There is a master list of courses that need to go through 5 year review on the curriculum committee website.
      ii. SLO Assessment
      iii. Business Office

IV. Action Items:
   a. Maida Kamber as an Academic Unit:
      i. **Motion to recognize Maida Kamber as an academic unit with representatives on FS and its subcommittees.** Passed
      ii. Chair needs to write resolution to Chancellor and Maida Kamber Center recognizing it as an academic unit, and requesting representatives.
      iii. FS needs to revisit Representational Structure issue and constitutional changes.
   b. Credit Hour:
i. Discussion refers to Executive Policy: E. 228-Credit Hour
   1. Two concerns
      a. Faculty workload issues. UHPA said if it affects workload it is subject to negotiation.
      b. Who is going to develop the process for assuring reliability and accuracy of assignment of credit hours across all activities earning academic credit?

ii. Motion to have representation from all of the UHCCs on committee developing the process or that the UHCC faculty senate chairs develop a process in their system wide committee meetings. Passed

   c. Naio Renovation
      i. Concern from faculty that faculty and staff are not part of the planning process for the Naio renovation. Continue this discussion at another meeting.

V. Announcements and Information Items
   a. SLO Update
      i. Assessment coordinator provided brief update on course nad program assessment.
      ii. FS requested coordinator provide an addendum of the update
      iii. Program and Course level scorecard are in FS Laulima site in public file.

VI. Unfinished Business
   a. FS needs to revisit senate representational structure and constitutional changes
   b. Naio renovations
   c. CC System Academic Policies Committee update

Meeting adjourned at 1:45

Meeting Notes Submitted by: Kristine Korey-Smith