KapCC Faculty Senate Minutes  
March 5, 2012  
Approved

Present: Peggy Barone, Ed Borza, Brian Cassity, Harry Davis, Ibrahim Dik, Dave Evans, Krista Hiser, Mark Lawhorn, Michaelyn Nakoa, Shannon Sakamoto, Dennis Vanairsdale, Jeff Zuckernick

Absent: Aaron Chau, Karl Naito, Saori Sato, Shirley Tsukano

Guests: Kahele Clark, Keala Losch, Susan Dik, Leigh Dooley, Aaron Koseki, Sally Pestana, Tanya Renner, Alfred Seita

The meeting was called to order at 12:17 p.m.

I. Approval of Minutes (2/06/12—approved; 5/02/11—approved.)

II. Committee Reports
   A. Curriculum Committee (S. Dik)
      Modifications: Five year review of courses, deletions, additions
      a. 5-Year Course Updates

      AMST 201                       HWST 270
      ART 225                        ICS 111
      ART 253                        ICS 141
      ART 260                        ICS 211
      ART 269                        ICS 212
      BIOL 171                       ICS 241
      CHEM 100                       MUS 106
      HAW 133                        PACS 108
      HAW 261                        PHYL 160
      HAW 262                        PHYS 274
      HOST 100                       RESP 100
      HWST 107
      HWST 216
      HWST 255

      b. Inactive

      THEA 240

      c. PAR and ARM for an AA in Hawaiian Studies

      All of the above course updates, deletions, additions, ARMs, and PARs were approved unanimously. In addition, a request from VCAC for minor modifications to curriculum proposals was approved.
B. Evaluations Committee (Leigh Dooley)
Most recent draft of Proposed Evaluation of Administrators and Decision-Making Bodies was presented. Committee requests an April vote by Faculty Senate to support the proposal. Current administrative review process appears inadequate, and proposal would meet concerns of accrediting bodies. It was suggested that Board of Regents language on evaluations be consulted by committee.

C. Assessment (Coordinators: Sally Pestana, Tanya Renner)
Eventually all courses must be assessed on a regular basis. Data for accrediting body should be placed online for ease of access. For the current self-study and upcoming accreditation review, it is critical to document a plan for future assessment of every course. An easy to complete template for faculty will facilitate this effort. Handouts included a sample Course Learning Report Form. Senator Dik requested that Faculty Senate be given a list of all courses that includes an update on progress toward assessment.

III. Action Items
Common Course Numbering: Draft from ACCFSC February 2012 meeting presented. Proposed process is “to ensure smooth transfer of courses across the UH campuses in the best interest of the students.” The following language from the ACCFSC draft was supported in a motion that was unanimously approved:

Our goal as a UH system is that all lower division courses which are articulated within the UH System and meet the Foundation/Basic General Education requirement have the same course alpha, number, title, basic description, prerequisites, and common core course level outcomes (also known as Student Learning Outcomes).

In situations where 3 or fewer campuses differ with regard to course alpha; number; title; prerequisites; or Foundation GE designation, faculty representatives will work with their respective VCAA to review and make changes as appropriate.

When substantive differences occur, faculty representatives will meet at a face-to-face discipline meeting, which will be arranged by the Office of the Executive for Academic Affairs. The discipline groups will agree upon a solution, which will be administratively fast tracked via the individual campus curriculum process.

Decisions made by individual campuses will be honored by the administration.

The curriculum committee(s) and the VCAA at each campus are responsible to ensure that a process is in place to prevent future differences for lower division UH Foundation courses.
Meeting adjourned at 1:47 p.m.

Minutes submitted by Mark Lawhorn, Secretary