KapCC Faculty Senate Minutes  
April 2, 2012  
 Draft

Present: Peggy Barone, Ed Borza, Brian Cassity, Harry Davis, Ibrahim Dik, Kevin Donnelly (on behalf of Aaron Chau), Krista Hiser, Mark Lawhorn, Karl Naito, Michaelyn Nakoa, Shannon Sakamoto, Shirley Tsukano, Dennis Vanairsdale, Jeff Zuckernick

Absent: Saori Sato, Dave Evans

Guests: Susan Dik, Leigh Dooley, Mary Therese Hattori, Crystalyn Hottenstein, Dawn Khaafidh, Aaron Koseki, Lori Maehara, Sally Pestana, Tanya Renner

The meeting was called to order at 12:18 p.m.

Dennis Vanairsdale resigned as chair. Michaelyn Nakoa assumed role of chair. Brian Cassity was elected new Vice Chair. Krista Hiser was elected new executive committee member.

I. Approval of Minutes (3_05_12 Minutes approved with amended language.)

II. Committee Reports
   A. AASG subcommittee (Crystalyn Hottenstein)

The Faculty Senate Subcommittee on Admissions, Academic Standards and Graduation provided recommendations on February 7, 2012 regarding UHCC System Policy.

Recommendations. At this time, given the lack of information on the proposed policies, the subcommittee members give the following recommendations.

1. **Noting of UHCC Academic Credentials on Transcripts**

   Committee members motioned **NOT** to recommend automatic noting of UHCC academic credentials on transcript.

   a. RECOMMENDATION: Send students an email indicating that they are eligible for a degree/certificate with an ACCEPT or DECLINE response.

   i. RATIONALE

   1. Student needs to assume responsibility for all degrees and certificates awarded. (Awareness and responsibility on the student’s part). Student needs to approve any awarding of degree or certificates even if it is in the automatic STAR process.
   2. Liability issue may occur due to UH system errors.
3. Student should be able to initiate their own application for graduation.

2. Transaction and Service Fee Change Request

Committee members motioned NOT to recommend for approval of the $15 Service Change Fee request until further clarification is made.

a. RECOMMENDATION: Stick with present graduation fee. Money will get funneled to appropriate campus. Student knows exactly what they are paying for.

3. UHCCP 5.203 Program Credentials

a. RECOMMENDATION: Without clear understanding of what the intent is, the committee has no recommendations at this time.

4. UHCCP Academic Residency Requirements for Graduation

a. RECOMMENDATION: The committee members support the Academic Residency Requirements of 12 credits

b. SUGGESTION: John Morton’s office should also look into residency requirements regarding certificates.

There was considerable discussion of whether it would be fair to take graduation fee up front from students so far from a graduation that might not come. Maida Kamber Center representative stated support the automatic awarding of a degree when required credits have been reached but consider the fee a separate issue. It is transparent that the administration is hoping to improve graduation rate numbers, but as none of the proposed changes are ready to implement and many questions remain unanswered, a motion was made to take questions from the subcommittee to the AFSCC (including the question of whether students could be able to opt out of the fee at the beginning) along with a request for a detailed narrative of their discussion process. **Motion unanimously approved.**

B. Evaluations Committee (Leigh Dooley)

Most recent draft of Proposed Evaluation of Administrators and Decision-Making Bodies was presented. A number of questions were raised about the proposal, including the following:

- Should e-portfolios be mandated?
- Is survey alone enough to meet accreditation purposes?
- Is there a legitimate way to make survey results public?
- If there is no recourse, what is purpose of survey?

In addition, the following points were raised:
- Leadership Review Committee would need to be an ad hoc Faculty Senate committee.
- CAAC would not be evaluated.
- Chancellor’s evaluation goes to VPCC John Morton.
- Much good work has been done that needs to be preserved. FS would like to see proposal refined and moved forward. To facilitate this action, the FS Executive Committee will meet with the Evaluations Committee.

The Evaluations Committee requests specific feedback with bullet points by April 13 (ahead of their scheduled April 20 meeting). Senator Dik suggested that language contained in Standard Four of the Accreditation Study regarding the survey of governance bodies by the PPAC be consulted. The Executive Committee will communicate with the Evaluations committee before next Faculty Senate meeting.

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

| ART 120 | LAW 105 |
| ART 127 | LAW 212 |
| ART 202 | LAW 282 |
| ART 222 | MATH 81 |
| ART 229 | MGT 118 |
| FR 201  | MGT 124 |
| FR 202  |
| HOST 290|
| ICS 101 |

b. PAR and ARM for NMA: Interface Design

All of the above course updates, ARMs, and PARs were approved unanimously.

D. Assessment (Coordinators: Sally Pestana, Tanya Renner)
   All courses must be acted on. Out of 450 total courses, overall assessment progress is at about 50%, in Liberal Arts only about 20%. To move all remaining courses forward, the assessment coordinators (Pestana and Renner) reaffirm that each “program/discipline should assess 3-5 courses by May 2012.” Further, courses not being assessed by that time, should have a “Course Assessment Plan,” which is to be submitted (using “Course Assessment Plan” form) by faculty to department chairs by May 2012. A motion was made to support the 5-Year Assessment Plan and was unanimously approved.

III. Action Items
   Proposal was received from S. Harris to list another code for so called “secret” courses that meet requirements for AA degree so that graduation rates may
thereby be boosted. **A motion was made to support the “Harris proposal” and was unanimously approved.**

In an update on accreditation, Senator Dik announced that draft four would be released by April 16.

Meeting adjourned at 1:45 p.m.

Minutes submitted by Mark Lawhorn, Secretary