

KCC Faculty Senate Minutes
12/5/11
Draft

Present: Dennis Vanairsdale, Brian Cassity, Kristine Korey-Smith, Harry Davis, Ibrahim Dik, Dave Evans, Mark Lawhorn, Saori Sato, Ed Borza, Peggy Barone, Aaron Chau, Shirley Tsukano, Gemma Williams

Absent: Michaelynn Nakoa, Karl Naito

Guests: Susan Dik

The meeting was called to order at 12:20

- I. Approval of Minutes: Approved with correction
- II. Committee Reports
 - A. Curriculum Committee:
 - a. Modifications: 5 year review of courses, inactive courses, deleted certificate of completion for FS vote – **All approved**
 - ASTR 110 Survey of Astronomy (5 year update)
 - ASTR 280 Evolution of the Universe (inactive)
 - BIOL 275L Cell and Molecular Biology lab (5 year update)
 - ENG 108G Editing (5-year update)
 - ENG 200 Composition II (5-year update)
 - ENG 256 Poetry and Drama (inactive)
 - ENG 100 Composition I (5 year update)
 - ESOL 91F Intermediate ESOL (fall) (5-year update)
 - ESOL 91S Intermediate ESOL (spring) (5-year update)
 - ESOL 92F High Intermediate ESOL (fall) (5-year update)
 - ESOL 92S High Intermediate ESOL (spring) (5-year update)
 - ESOL 94F Advanced ESOL (fall) (5-year update)
 - ESOL 94S Advanced ESOL (spring) (5-year update)
 - GG 101L Introduction to Physical Geology Lab (5-year update)
 - Math 25 Elementary Algebra II (5-year update)
 - MET 101 Introduction to Meteorology (inactive)
 - MET 101L Introduction to Meteorology Lab (inactive)
 - MICR 130 General Microbiology (5 year update)
 - PHYS 122L Introduction to Science: Physical Science lab (5-year update)
 - PHYS 122 Introduction to Science: Physical Science (5-year update)
 - ENT PAR Certificate of Completion (deletion)
 - b. Chair of FS needs to follow up on resolution sent from FS to Leon Richards about support for curriculum central or resend the resolution. Currently no one is assigned full time to curriculum central. Since there is not adequate staffing, technical problems aren't addressed in a timely manner and no one is leading the development of curriculum central as the UH system curriculum management tool. Chair of FS will also bring up issue up at the council of community college FS chairs meeting on 12/9/11. May want to audit how other CCs are using curriculum central.

- B. Budget
 - a. No report, but committee is meeting to look at tactical planning's impact on the budget process and allocation.
- C. Distance Education
 - a. Dennis Nullet is representative for UH System Distance Education Committee – this committee is contacting states to identify rules for offering online courses to students in each state. Hawaii state doesn't have criteria; however, Massachusetts charges schools offering online courses to their students
 - b. Peter Quigley, Associate Vice President for Community Colleges, formed a committee (mainly support staff and faculty not teaching faculty) to develop a strategic plan which was sent out for review. Joy Shirokane is on the committee, but FS Chair would like to appoint a teaching faculty to committee as well. The strategic plan did go to UH System Distance Education Committee for review.
- D. Professional Rights
 - a. No chair has been assigned, no tasks have been given to the from FS so the committee has not been meeting
- E. Assessment
 - a. Need to recommend coordinator and model for spring 2012
 - b. Dennis, Ibrahim, and Kristine to meet with Chancellor to discuss model so FS can discuss on 12/9 meeting

III. Action Items

- A. Election of Senate Secretary for spring 2012 semester
 - a. Mark Lawhorn was nominated and FS voted unanimously for Mark to serve as secretary. Mark will start in January.
 - b. FS would like the secretary to get 3 credits of teaching equivalencies. FS chair will work with Chancellor on this.
- B. Tobacco Task Force
 - a. Proposing total ban on smoking. Total ban means no smoking on campus including internal and external areas like the parking lots. Partial ban would allow smoking on campus in designated areas such as the parking lot.
 - b. Total ban is easier to enforce than a partial ban
 - c. Actual proposal has not been sent to FS as of yet; however, task force is committed to educating people about policy and providing support resources for people trying to quit.
 - d. **Motion to officially support the Tobacco Task Force recommendation for a total ban on smoking on KCC campus – Passed (12 to 1)**
- C. Accreditation
 - a. Draft 3 of the self study will be ready for review the week of January 9, 2012. The Self Study editor will be working on the draft prior to that.
 - b. All senators should read the draft and send comments to standard co chairs if they detect inaccuracies.

IV. Unfinished Business

- a. Recommendation of assessment coordinator(s) and model to Leon
- b. Foundation Board –
 - i. KCC Board member appointments
 - ii. Assignment of symbolic reasoning faculty to system wide work group looking at proposed change for symbolic reasoning
 - iii. Foundations Charter – two charters are posted on quill so which should the board follow?
 - iv. Is foundations board a standing or ad hoc committee of faculty senate?
- c. Student Conduct Code

Meeting adjourned at 1:35

Meeting notes submitted by Kristine Korey-Smith

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