



UNIVERSITY of HAWAII®
LEEWARD
COMMUNITY COLLEGE

Faculty Senate Minutes

Wednesday, December 7, 2022

3:00-5:00 p.m.

Online via Video Conference

Senators: Kelsie Aguilera (Vice Chair), Summer Barrett (Secretary), Kathleen Cashman, Cara Chang, Matthew Egami, Leon Florendo, Jiajia Garcia, Fa‘amaile Ickes, Michelle Igarashi, Ann Inoshita, Alyssa MacDonald, Michele Mahi, Nolan Miyahara, Erika Molyneux, Allan Nebrija, Don Oberheu, Michael Oishi (Chair), Luca Preziati, Michael Scully, I-Chia Shih, Irwin Yamamoto

Student Government Representatives: David Alex Williamson, Student Government President

Student Government Representative Absent: Chester Leoso, Student Government Vice President

Invited Guests:

Guests: Carlos Peñaloza, Ralph Toyama, Sandro Jube

Zoom Meeting : <https://hawaii.zoom.us/j/97940805277>

Meeting ID: 979 4080 5277

Passcode: 128316

Agenda

- I. A quorum being present, Chair Oishi called the meeting to order at 3:02 p.m.
- II. Carlos Update
 - A. Thank you for our collective efforts in 2022

- B. You will hear a UHCC Strategic Plan Update soon
- III. Review of [meeting minutes from November 16, 2022](#)
 - A. **The minutes from November 16, 2022 were accepted to the record without amendment.**
- IV. Standing Committee Reports
 - A. Academic and Institutional Support (AIS) Committee
 - 1. [Report](#)
 - 2. Discussion about Roger Kwok mentioning the PS building (Heather Takamatsu's office) has a leak. Fa'amaile will follow up with Heather about this. If people have additional concerns about facilities, send an email to O&M and cc Betty Ickes.
 - 3. Discussion about Danny Wyatt still looking for a representative from Wai'anāe Moku to serve on the committee.
 - B. Assessment Committee
 - 1. [Report](#)
 - 2. Discussion about encouraging everyone to take the Anthology Survey that will arrive in your email inbox shortly.
 - C. Budget and Planning Committee
 - 1. [Report](#)
 - 2. [Tuition and Fees Special Funds Worksheet](#)
 - 3. [CARES Proposals](#)
 - 4. Discussion about senators letting Alyssa and Will know if they have any questions/comments on the budget for Kelli Brandvold.
 - D. Curriculum Committee
 - 1. [Report](#)
 - 2. **Motion:** On behalf of the Curriculum Committee, Senator Garcia moves to approve the proposals contained in her report of December 7, 2022.
 - a) **Motion approved by unanimous consent.**
 - 3. Discussion around why Leeward CC is offering 300 level courses. The Education program has a special partnership with Chaminade.

E. Distance Education (DE) Committee

1. Periodic review of our LMS is a good thing. We did this 5 years ago. System wide committee is being formed for 2023.
2. **Motion:** On behalf of the Faculty Senate Distance Education Committee, Co-Chairs Aguilera and Chang move to accept as new business the nomination of Daniela Dutra Elliott to the system-wide Learning Management System Review Team.
 - a) **Motion approved by unanimous consent.**
3. **Motion:** On behalf of the Faculty Senate Distance Education Committee, Co-Chair Aguilera and Chang move to approve the recommendation of Daniela Dutra Elliott to the system-wide Learning Management System Review Team.
 - a) **Motion approved by unanimous consent.**

F. Elections Committee

1. [Report](#)
2. Nominations for Faculty Senate Executive Committee members (Chair, Vice Chair, and Secretary) for the 2023-2024 academic year. **Nominations due by January 3, 2023.**

G. Faculty Committee

1. [Report \(11-18-22\)](#)
2. Discussion around the concern of needing all UHCC campuses on board for a move to a new schedule.

H. General Education Committee

1. [General Education Committee report \(11-30-22\)](#)

- a) Discussion around the UH System planning to now convene a Conference committee. All campuses will have one representative (each campus' Faculty Senate Chair must nominate a Senator to serve). UH Mānoa will get 3 votes. At this point, we have to focus on solutions. If we do not find a solution, something may happen without us. We have three months to ask our constituents: "What are solutions we can propose that are sustainable, doable, and in protection of the liberal arts, CTE, etc.?" We have to show how everything we do makes our students employable, sustainable, and good citizens. Michael Oishi and Michelle Igarashi will hold an informational breakout session at Convocation. A proposal created by the Conference committee will be pushed back to all Faculty Senates.
 - b) Question: Is there an Arts & Humanities person on the System wide committee that could share the critical information at our division meeting at the start of spring 2023? Answer: Michael Oishi can share information at this meeting. He will clear this with Susan Lum. Also, Michael and Michelle can share information with other campus groups if requested.
 - c) Question: What will the UH System do if a majority of community colleges are not in favor of the new proposal set forth by the Conference committee? Answer: The new proposal will go to BOR and will include a list of how each Faculty Senate voted.
2. **Motion**: On behalf of the Faculty Senate Executive Committee, Vice Chair Aguilera moves to accept as new business the nomination of a Leeward CC Faculty Senator to serve on the UH General Education Conference Committee.
- a) **Motion approved by unanimous consent.**
3. **Motion**: Senator Aguilera moves to nominate Michelle Igarashi to serve on the UH General Education Conference Committee.
- a) Senator Betty Ickes seconded the motion. Michelle Igarashi accepted the nomination.
 - b) **Motion approved.**
- I. Lecturer Group
 - J. Legislative Relations Committee

K. Student Affairs Committee

1. **Motion:** On behalf of the Faculty Senate Student Affairs Committee, Co-Chairs Nebrija and Florendo move to approve the [Student Discrimination Complaint Pre-Filing Checklist](#).

L. Student Government

1. [Report](#)

V. Chair's Report

A. Leeward CC Campus Updates

1. [Newly renovated Leeward Theatre in UH News](#)

B. UH System Updates

1. [UH Board of Regents approves 6-year strategic plan, mission and vision statements.](#)
2. UHCC Strategic Planning Council

- a) Plan to approve the UHCC Strategic Plan by April 2023, with an eye toward publishing and sharing that plan by June 2023.
- b) Creation of subgroups and action plans to achieve each of the four pillars for the UH Strategic Plan in the UHCCs are forthcoming.
- c) Leeward CC Strategic Plan should be done by Spring 2023.

C. All Campus Council of Faculty Senate Chairs (ACCFSC) (from meeting of November 18, 2022)

1. Board of Regents Report (from Regent Wilson, liaison to the ACCFSC)
 - a) Proposed tuition hike for UHM Law School. Town halls will be held. Check for dates and times.
 - b) Approved recommendations for SCR 201
 - (1) Reviewed faculty classification system
 - (2) Simplifies the different categories. Most difficult part was the classification of specialists.
 - (3) Regents hope there will be a more robust evaluation process, particularly for faculty who are no longer in the promotion pipeline.

- (a) Question: Will there be similar scrutiny of administration? Response: Regent Wilson thinks there should be evaluation at all levels
 - c) Stressed the importance of professional development.
 - (1) Need to focus on professional development to prepare individuals for leadership roles, such as department chairs.
 - (a) Faculty need training in how to coalesce a team and manage resources of a department or unit.
 - d) Approved UH Strategic Plan
 - (1) Concern about implementation.
 - (2) Nothing noted about the economic viability of the institution.
 - (3) Concern that there is not much about undergraduate teaching and learning in the plan, including how students can be good citizens amid our fraught political climate.
 - (4) Would like a seamless process for supporting students through their academic journeys.
 - (5) Hopes that support of students can result in alumni supporting UH down the road.
- 2. Question from Kauai CC about possible consolidation of administrative positions in the UHCCs.
 - a) Response: Kauai CC received a memo from Erika Lacro saying that Kauai CC is not going away. It is a challenge to adequately support students in “remote” areas.
 - b) [Interim Chancellor for Kauai CC announced](#): Margaret Sanchez.
- 3. [Kapi‘olani CC Chancellor nominee announced](#): Misaki Takabayashi.
- 4. [Honolulu CC Chancellor nominee announced](#): Karen Lee (current interim Chancellor).

D. Course Evaluation Surveys (CES) set up time

1. ACCFSC co-chairs have not sent out a memo to IT yet. Chair Oishi reminded the co-chairs of the need to do so.

E. [Faculty Worklife Survey](#)

1. Parsing of aggregate data by Truc Nguyen, Specialist in Learning Technologies and former ACCFSC Co-Chair
 - a) Faculty governance rated low overall.
 - b) Overall positive campus climates.
 - c) BOR not representative of faculty concerns.
 - d) Lassner and Lacro rated low in civility and collaboration with faculty.
 - e) Campuses' value of faculty relatively low.
 - f) Seven campuses below midpoint regarding morale.

F. Campus Council (from meeting of November 18, 2022)

1. Policy in Violation of Electronic Devices Agreement (Riseley/Watanabe)
 - a) Withdrawn.
 - b) Confusion over policy versus procedure.
 - c) What happens when an employee leaves service and is non-responsive to requests to return electronic equipment?
 - d) Concern over data security on electronic devices.
 - e) More discussions to follow between division chairs and administration as the former are looked to to implement the policy.
 - (1) Proposal to create an ad hoc committee to review the issue and make a recommendation.
2. Mission and Vision, Strategic Plan next steps
 - a) Make revisions based on BOR and other final comments.
 - b) Communicate final plan to internal and external constituencies.
 - c) Develop system and campus implementation plans and supplemental metrics.

- d) Report on annual progress to BOR
- e) Discussion
 - (1) Performance Based Funding available from the State Legislature
 - (2) Considering revising the targets and metrics we're looking at
 - (a) How many students are leaving because they get a job? We never found an easy way to measure that. Question: Does someone have a way to measure this?
 - (b) Enrollment - 5% compounded growth annually. Question: Can we take into account COVID and its impacts? We're never going to meet those benchmarks.
- 3. Accreditation Self Study Teams announced by VCAA Chock.
 - a) Still accepting members
 - b) Need more people on Leadership & Governance

VI. Vice Chair's report

A. Community College Council of Faculty Senate Chairs (CCCFSC) (from meeting of November 18, 2022)

- 1. Meeting canceled due to VP Lacro being unable to attend.
- 2. Fourth and final Operational and Resource Planning memo canceled. Instead, plans will be included in the 2023-2029 UHCC Strategic Plan.

VII. Secretary's Report

VIII. Old Business

IX. General Announcements

X. Notice of next meeting: 3:00-5:00 p.m., Wednesday, January 11, 2022, via Zoom

XI. Adjournment - Meeting adjourned at 4:14 p.m. by unanimous consent.

Respectfully submitted by Summer Barrett, Faculty Senate Secretary.