Members Present: Sally Dunan (Chair), Diane Caulfield, Silvan Chung, John DeLay, Ross Egloria, Kaleo Gagne, Karen Hastings, Mike Leidemann, Justin Ota, Julian Tyrell

Proxy Authorization: Diane Caulfield for Noel Alarcon, Jolene Suda for Kahale Saito

Not Present: Erika Lacro (on leave), Steve Mandraccia (conflicting system meeting)

Guests: Keala Chock, Kara Kam-Kalani, Emily Kukulies, Jim Poole, Puaolena Reis, Jeff Stearns, Jolene Suda

Recorder: Diane Caulfield

I. Call to Order

The meeting was called to order by Chair Sally Dunan at 9:08 am.

II. Minutes Approval

There were no corrections to the November 30, 2012 minutes so it is approved and will be posted as disseminated. There were minor corrections to the January 25, 2013 minutes. The corrections were discussed, approved, and will be posted as noted.

III. Membership Update

Chair Sally Dunan noted that Burton Chang has resigned as Tech 2 representative. Karen Hastings is replacing him for the rest of his term.

IV. Chancellor’s Report

Although the Chancellor is on leave, Chair Sally Dunan reminded the group that Erika had previously sent out a report about the college’s accreditation status and encouraged everyone to read it in detail. In line with this, Kaleo mentioned that there would be a town hall meeting for students scheduled in early March. He will send an email out to all faculty and asked that we inform students of this opportunity to share their thoughts and give input.
V. System Chair Report

Chair Sally Dunan disseminated two documents from Steve Mandraccia outlining the common course numbering process approved on April 20, 2012 by ACCFSC and a draft proposal dated December 19, 2012 which defines the common course numbering and the process by which a curriculum change would occur. These were provided for information only.

VI. COSA Charter Update

Emily shared the proposed changes to the COSA charter. The changes were made to the operating procedures section of the charter and are highlighted in the following two statements: “Concerns are heard regarding policies and procedures affecting students prior to the policy’s final approval”, and “Concerns deemed appropriate are researched and discussed in a timely manner until the committee feels ready to make a formal recommendation to the Dean of Student Services”. These changes were being reinstated to clarify timing and to whom recommendations should be directed to. Diane moved to accept the changes and Mike seconded the motion. Unanimous approval.

VII. Prior Learning Assessment (PLA)

There are four different options being considered for PLA systemwide implementation by Fall 2013, due to House Bill 2639. Of the four options, we are already using three: credit by exam, equivalency examinations, and non-collegiate sponsored education credits. The fourth option is portfolio based assessment.

Concern centered around ensuring that students who were given credit under the fourth option would have the necessary academic skills such as English and math to earn the credit, particularly if a course had a prerequisite and was an entry level course to other courses in the major. It was noted that general education course requirements and exit proficiency requirements are still in place.

Pilot tests of the portfolio based assessment, including the offering of class outlining how to organize a portfolio, have been conducted at KCC and LCC. Student tuitions/fees and faculty pay have not yet been determined. Scot noted that portfolio based assessment would occur for a cluster of credits (e.g., 12 - 15) as opposed to replacing one course in which credit by exam would be the appropriate route. He also noted that he could see portfolio based assessment for major courses in areas such as Early Childhood and MELE.

When Scot illustrated how the portfolio based assessment would work based on a business executive who worked 20+ years, Kaleo cautioned that in certain fields, current changes in industry may make knowledge based on experience obsolete. Scot will share our feedback
Faculty Senate Executive Committee
Meeting Minutes
February 22, 2013

and will continue to provide us updates as information becomes available and decisions are made.

VIII. Ranking of FY 2014 Budget Requests

Chair Sally Dunan began by sharing that there were 21 items that were ranked as low as a result of the open forum meetings: 18 from Tech 2, 2 from Tech 1, and 1 from Student Services. After confirming that all parties affected were in agreement, the group proceeded to rank each line item as high, medium, or low.

Considerable discussion occurred and every effort was made to comply with the request of having ⅓ highs, ⅓ mediums, and ⅓ lows. However, despite the group’s best efforts, the end result was 27 highs, 17 mediums, and 25 lows. Beyond health and safety needs and meeting legal requirements, the group rated items high if an item was deemed to be critical for the continued effective functioning of the program.

Two areas which need to be addressed are: 1) the process by which an item which is no longer needed is taken off the list and 2) program reviews are required and should be completed/available to the review committees prior to ranking. FSEC will revisit the rankings next month after all groups have ranked each item.

Note: The FSEC first round rankings of 2014 Budget Requests is posted on the HCC Intranet at node 1347 as one of the documents related to this meeting.
http://programs.honolulu.hawaii.edu/intranet/node/1347

IX. Adjournment

Meeting was adjourned by Chair Sally Dunan at 11: 32 am.