### Senators & Standing Guests

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
<th>Senator</th>
<th>Department</th>
<th>Proxy</th>
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<tbody>
<tr>
<td>X</td>
<td></td>
<td>Anne Lum</td>
<td>Art and Humanities</td>
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<td>X</td>
<td></td>
<td>Cynthia Kimura</td>
<td>Business, Legal and Technology</td>
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<td>X</td>
<td></td>
<td>Ann Ishida-Ho</td>
<td>Continuing Ed.</td>
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<td>X</td>
<td></td>
<td>Grant Itomitsu (Vice Chair)</td>
<td>Culinary Arts</td>
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<td>X</td>
<td></td>
<td>Chico Caballero</td>
<td>Emergency Medical Services</td>
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<td>X</td>
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<td>Katrina Ghazanfar</td>
<td>Health Sciences</td>
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<td>X</td>
<td></td>
<td>Joe Overton</td>
<td>Honda International Center</td>
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<td>X</td>
<td></td>
<td>Sheryl Fuchino-Nishida</td>
<td>Hospitality</td>
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<td>X</td>
<td></td>
<td>Susan Inouye (Member at Large)</td>
<td>Language, Linguistics and Literature</td>
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<tr>
<td>X</td>
<td></td>
<td>Karl Naito</td>
<td>Library and CELTT</td>
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<td>X</td>
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<td>Kristie Malterre</td>
<td>Kahikoluamea</td>
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<td>X</td>
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<td>Shannon Sakamoto (Secretary)</td>
<td>Maida Kamber Center</td>
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<td>X</td>
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<td>John Berestecky</td>
<td>Math and Science</td>
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<td>X</td>
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<td>Donna Demello</td>
<td>Nursing</td>
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<td>X</td>
<td></td>
<td>Veronica Ogata (Chair)</td>
<td>Social Sciences</td>
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<td>X</td>
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<td>Teri Mitchell</td>
<td>Student Services</td>
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<td>X</td>
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<td>Sally Pestana</td>
<td>UHPA</td>
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<td>X</td>
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<td>Eric Denton</td>
<td>UHPA</td>
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### Guests

<table>
<thead>
<tr>
<th>Name</th>
<th>Role/Title</th>
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<tbody>
<tr>
<td>Cory Ando</td>
<td>2015 – 2016 Faculty Senator (Student Services)</td>
</tr>
<tr>
<td>Candy Branson</td>
<td>Professional Rights (Chair)</td>
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<tr>
<td>Laure Burke</td>
<td>Ad Hoc SLO Committee (Co-Chair)</td>
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<tr>
<td>Harry Davis</td>
<td>Ad Hoc Sustainability Committee Member</td>
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<tr>
<td>Regina Ewing</td>
<td>Guest</td>
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<tr>
<td>Krista Hiser</td>
<td>Ad Hoc Sustainability Committee Member</td>
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<tr>
<td>Will Jonen</td>
<td>Curriculum Committee (Co-Chair)</td>
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<tr>
<td>Dawn Freeman (Khaafidh)</td>
<td>Evaluations Committee (Chair)</td>
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<tr>
<td>Wendy Kuntz</td>
<td>Ad Hoc Sustainability (Chair)</td>
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<tr>
<td>Kapu Landgraf</td>
<td>Curriculum Committee (Co-Chair)</td>
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<tr>
<td>LaVache Scanlan</td>
<td>Guest</td>
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<tr>
<td>Kawehi Sellers</td>
<td>Admissions and Academic Standards (Chair)</td>
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<tr>
<td>Tony Silva</td>
<td>Ad Hoc SLO Committee (Co-Chair)</td>
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<tr>
<td>Cheri Souza</td>
<td>Faculty Student Relations (Co-Chair)</td>
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<tr>
<td>Michelle Sturges</td>
<td>2015 – 2016 Faculty Senator (Library and CELTT)</td>
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<tr>
<td>Reid Sunahara</td>
<td>2015 – 2016 Faculty Senator (Kahikoluamea)</td>
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<tr>
<td>Gemma Williams</td>
<td>Budget Committee (Chair)</td>
</tr>
</tbody>
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### Discussion

**Meeting Called**

Meeting Called to Order at 12:23 PM – Chair, V. Ogata
Minutes of the April 6, 2015 Meeting

**MOTION #1**: Motion to approve minutes, as amended.

Amendments:

- Added to the budget report: ...because of concerns regarding duplication of services and confidentiality. The Budget committee sees this position as a non-issue from their standpoint as it seems funds are already available and there are no indications that further funds will need to be allocated at this time. The Budget committee recommends making a final decision based on the input from the Evaluations committee. As such, a joint letter in support of the new position is not possible at this time.

  As an update from Ann Lum, who is the originator of the Action Request: OFIE does not want to take this responsibility due to staffing and confidentiality.

- Added “Action Request” in the SLO report

**Chair Activity Update**

- N Grade
  - Meeting w/John Morton, so the feedback should go to Academic Policies representative, Cynthia Kimura.
  - We do not need to vote currently, just submit feedback

- TE Report
  - VCAA Pagotto asked for questions to be routed to Vern to be compiled, and it will be sent to her.

- Course Evaluations
  - The UH System is moving to a revised course evaluation system. All comments are due to the email address, or to your Senator by May 15, 2015. A decision should be reached within another semester.

- ARFs
  - #1: Funds for Emergency Call Boxes
  - #2: Health Sciences
  - #3: Funds for Campus Security and a Safety mobile app
  - #4: Accreditation fees for Health Sciences
  - #5: Funds for extension of warranties for nursing equipment

- Contract Renewals and TP Forum
  - Notes are compiled on the Faculty Senate website
  - Evaluation committee to review the notes and provide feedback to the Senate

- Tobacco
  - Trying to implement the Tobacco Policy on July 1, 2015
Meeting tomorrow
- Suggestion to have e-cigarettes included on the ban

ACCFSC
Online Labs: Still an ongoing discussion, and will resume next academic year. Online discussion link:
http://breeze.hawaii.edu/p91927533/?launcher=false&fcsContent=true &pbMode=normal

- Voting on AdHoc Committees
  - HOST: Discussed at the last department meeting, there was not a clear feeling on some of the committees. The Senate needs to review all standing committees. The documents from the committees have discussed what they have done, and not what their future plans are, so it was difficult to vote.
  - Math and Science: Sustainability should remain a part of the Senate. Distance Ed was considered to also be important, and needs to be faculty driven and student centered. SLO committee discussion was a spirited debate, and many external forces are forcing us to go in that direction. Continue as a committee, but with strong reservations.
  - A&H: Faculty was unanimous was for the committees to be standing committees. If they were dissolved, how long would they be dissolved? The consensus for the Constitution Review should continue because it has not completed its charge.
  - BLT: A key element is what has the committee done in the past year? The SLO committee tasks can be confusing.
  - Library/CELT: The committees should be standing committees, with the understanding that they are tasked from the Senate, and not other forces from outside the Senate.

**MOTION #2:** Motion to vote on the status of AdHoc committees.

- Option 1 - Dissolve and submit a final report
- Option 2 - Dissolve, but convert to a standing committee
- Option 3 - Continue because they have not completed their charge
- Option 4 - Dissolve and exist outside of Faculty Senate
- Option 5 - Continue and have their charge re-purposed
- Option 6 - Abstain

Committee Reports:
Admissions, Academic Standards, Graduation

Report by Kawehi Sellers (Chair)
- OC Designation
- Non-Matching Science Lab
- Removal of Developmental Courses from GPA for the ASNS Degrees
- Scholastic Standards
- Feedback on “N” Grade Policy
- AASG Committee Purpose and Membership

**Question:** Would the Senate consider a non-voting member from KISC? There is a lot of institutional knowledge about policies and procedures that would be helpful.

<table>
<thead>
<tr>
<th>Committee Reports: Budget</th>
<th>Report by Gemma Williams (Chair)</th>
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<tr>
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<td>See Year End Report</td>
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<tr>
<th>Committee Reports: Curriculum</th>
<th>Report by Will Jonen</th>
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<tbody>
<tr>
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<td>For 2014-2015, the Curriculum Committee:</td>
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<tr>
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<td>- Approved 175 courses</td>
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<td>- Approved 2 courses as inactive</td>
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<td>- Approved 105 courses as deleted</td>
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<tr>
<td></td>
<td>- Approved 282 courses in total</td>
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</tbody>
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**MOTION #6:** DENT 100, 100L, 103, 103L, 105, 106, 106L, 108, 208, and DENT ARM and PAR

**MOTION #7:**
HOST APC – ARM and PAR
HOST APC Program Approval
HOST – ARM and PAR
HOST CA – ARM and PAR
AS Hospitality and Tourism Management with a concentration in Travel and Tourism Operations Management
HOST 152, 330, 340, 350

CULN 330C was tabled from April mtg., it has since been removed from Curriculum Central.

**MOTION #8:**
AS Culinary Arts with a Concentration in Institutional Food Management (Tabled in April mtg.)

Advanced Certificates in Culinary Arts ARM and PAR

**MOTION #9:**
ASNS: Overall – PAR
ASNS: Life Science ARM
ASNS: Physical Science – ARM
ASNS: Pre-Engineering – ARM

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**MOTION #6:**
K. Naito (motion)
J. Overton (second)

11 – Yes
0 – No
2 - Abstain

**MOTION #7:**
J. Berestecky (motion)
S. Inouye (second)

12 – Yes
0 – No
1 – Abstain

**MOTION #8:**
S. Inouye (motion)
J. Overton (second)

12 – Yes
0 – No
1 – Abstain

**MOTION #9:**
C. Kimura (motion)
A. Lum (second)

11 – Yes
0 – No
| Committee Reports: Evaluation | See Year End Report |
| Committee Reports: Faculty Student Relations | Report by Cheri Souza and Melvin Jadulang (Co-Chairs)  
- See Year End Report |
| Committee Reports: Professional Rights | Report by Candy Branson (Chair)  
- See Year End Report |
| Committee Reports: SLO’s | AR #1415013: Course Assessment Plan (CAP)  
- AR #1415014: Course Level Assessment Plan (CLAP)  
- Take the SLO report to departments for feedback, and discussed at the next Senate meeting. There was a suggestion to have the SLO Committee members discuss the document with departments for feedback, in early September 2015. |
| Committee Reports: AdHoc Sustainability | Report by Wendy Kuntz (Chair)  
- See Year End Report |
| Committee Reports: Distance Education | No Report |
| Formation of Senate Constitution Task Force | Report by Katrina Ghazanfar (Chair)  
Two faculty forums were held to revise the document. The final draft is with the Executive Team for review. |
| Action Request # 1415009 | Tabled as we are awaiting N. Napoleon’s response to K. Hizer’s response |
| Action Request # 1415033 (S. Jaworowski) | Routed to Faculty Student Relations to review the Academic Grievance Policy |
| Action Request # 1415031 (C. Souza) | Excellence in Teaching Award nominees be listed in the campus bulletin, prior to the end of the Spring semester.  
Discussion: Nominees should be given the choice if they would like to be listed. It can also be seen as an acknowledgement. The decision needs to be submitted to the Chancellor during the first week of April. Nominees were not informed of this action, so moving forward we can include a statement in the application. When a faculty member is a candidate for Excellence in Teaching, they must receive at least 3 nominations. |

**MOTION #10: JPNS 202**

11 – Yes  
0 – No  
1 - Abstain

**MOTION #3:**  
A. Lum (motion)  
S. Inouye (second)
<table>
<thead>
<tr>
<th>Motion</th>
<th>Description</th>
<th>Vote</th>
</tr>
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<tbody>
<tr>
<td>#3</td>
<td>Motion to amend the AR, for the nominated faculty members to have the option to Opt In or Opt Out for their name to be published in campus communications by the end of the Spring semester, and to update the ETA guidelines to reflect the aforementioned changes.</td>
<td>12 – Yes 0 – No 0 - Abstain</td>
</tr>
<tr>
<td>#4</td>
<td>Approve the AR as submitted.</td>
<td>12 – Yes 0 – No 1 - Abstain</td>
</tr>
<tr>
<td>#5</td>
<td>To include a justification for the rejection of a Diversification status for a course, and to be forwarded to the Department Chairs.</td>
<td>12 – Yes 0 – No 1 - Abstain</td>
</tr>
</tbody>
</table>

**Action Request #1415032 (C. Souza)**

Excellence in Teaching Award announcement be made at Fall Convocation by the Chancellor.

Discussion: Possibility to have Excellence in Teaching Award winner to give a speech at Convocation instead of Commencement.

**Motion #4:** Approve the AR as submitted.

**Response from General Education Board to AR #1415022 (S. Ford) and #1415003 (S. Ford)**

#1415022: Designation Process
- Gen Ed Board agreed that each department’s procedures for designation approval will be upheld
- If proposers are asking for a designation to be approved, the proposer should submit an annotated lecture syllabi
- Discussion: Suggestion to include a place in the response for notes on why the course designation request was rejected.

**Motion #5:** To include a justification for the rejection of a Diversification status for a course, and to be forwarded to the Department Chairs.

#1415023: SLT as a Field of Study
- Beyond the scope of the Gen Ed Board
- This is inherent in the review

**CAC Technology Report**

Report by Karl Naito (Chair)

- Update the timeline
- Review of tasks completed and not completed
- Process to define Centralized Technology Management
- CAC is having their meeting prior to the CAC Technology Working Group, so CAC will receive a report from the working group

**UHPA Report**

Report by Eric Denton

Sally Pestana – Director (second 3-year term on the Board of Directors)

David Duffy – President

Pizza! Get to know your reps and directors in Kalia 201 12:00 PM – 1:30 PM on Thursday, May 7, 2015

**Open Discussion**

None
| Announcements | Open Education Resource Forum – Faculty Senate, Student Success Campus Council, and Student Congress Today in Ohia 118 from 2:30 – 4:30 PM  
Thank You to all committee chairs and committee members for their hard work this year! |
| Meeting Adjourned | 2:15 PM – Meeting Adjourned |
| Minutes Taken by | Shannon Sakamoto (Secretary) |