

Senate Chair's Report 5-9-2014

ACCFSC (All Campus Council of Faculty Senate Chairs) Meeting 4-25-14

- A.** The ACCFSC has a representative— Paul Lococo—who is on the search committee for the new President of the University of Hawaii. As most have heard, there are two candidates who have been nominated by the BOR to move forward. They are our current interim President David Lassner and Lt. Gen. Francis Wiercinski. Those candidates are slated to make visits at the various campuses across the state. There has been increased concern at various campuses and amongst many of the ACCFSC Senate Chairs that there was some impropriety involved in the search process. The concern was that initially it was made very public that the interim would not be allowed to apply for the permanent position, and that was also a criteria used in selecting the interim—that David Lassner was not interested. Now, as it turned out, many are upset that he has emerged as a finalist. The concern is not about him, but the process was compromised and that it isn't fair to others who may not have stepped forward as an interim. Many of the ACCFSC members are suggesting a boycott of the proceedings because they are thoroughly disgusted with the impropriety.
- B.** Some BOR members will change. Chairman John Holzman has decided not to return and James Lee was not reappointed by Governor Abercrombie. Stanford Yuen and Lee Putnam are coming in as new members and are each starting a 5 year term. The student representative will also be changing; the new student member is a female UH Manoa student, and she is originally from the Big Island.
- C.** ACCFSC administered the Quality of Faculty Work Life Survey, which ran from April 14, 2014 to May 2, 2014. It was sent to both faculty and lecturers. This survey will allow us to get a pulse of the morale and sentiments of faculty at each campus and it will allow for comparisons across campuses, as well as over the years. The data will be compiled this summer and ACCFSC members will work on analyzing the data.
- D.** There is a retreat planned for late this summer. The outgoing and the incoming chairs are both invited. Joel and I will both probably go to help ensure continuity.

UHCCCFSC (University of Hawaii Community College Council of Faculty Senate Chairs) 4-25-14

- A.** The legislative budget meetings have wrapped up. The system was focusing on getting the faculty salary increases—the 3% and the 3%-- as well as the faculty salary snapbacks funded in the budget. We got the 3% and the 3%, but we did not get the snapback. We were going to use our tuition dollars to pay for the deferred maintenance projects, but the House and the Senate were at an impasse regarding the release of the revenue bonds for this and so we lost this as well. This won't affect us until next year. The General Fund budget to CCs was increased to by \$1 million. It looks like we might have a bit more money next year, though it is possible that the Governor could make changes when these budgets get to him

College Council (5-2-14)

- A.** Noreen stated that Jason Cifra and Thatcher Moats have done a good job in keeping the media informed regarding the circumstances around the Student Council issues. She verified that the funds are untouched and said also that the accounts have been frozen.

- B. The LRDP has been temporarily halted until after fall because PBR as it was discovered that the planner did not have a contract with UHH. Eventually we will pick up where it was left off.
- C. College Council endorsed the College Hour Calendar for 2014-2015. Your chair requested that in planning future College Hour Calendars, they consider consulting with the Academic Senate Chair to plan so that the chair will not have to run from ACCCFSC, to our campus Senate meeting, then back to the CCCFSC meeting, and have to do this all in one day. Very often, parts of the CCCFSC meeting are missed because of this. It was agreed that the Senate Chair will be consulted in future planning of this calendar.
- D. There is a mandatory ILO Assessment meeting planned for August 22nd, 2014. The entire college is expected to attend and participate.
- E. Joni completed the VCAA Annual Program and Unit Review Budget Report. The other Vice Chancellors still need to submit theirs. The Academic Affairs report was posted on Google Drive.
- F. James Kiley submitted his Institutional Assessment Report: Closing the Loop to the College Council (attached).
- G. Noe Noe Wong Wilson nominated Sherri Fujita to be the College Council Chair next year and Joni nominated Grace Funai. The election will be held by closed ballot through the Chancellor's Office. It is possible that the person who does not win the election will serve as the Vice Chair.

Assessment Committee—James Kiley

- A. The ILO Student Survey was launched and graduates have been asked to complete it. The Faculty/Staff and Advisory Council Survey was launched and closed. The results of the data attached to this report.
- B. The committee formed subcommittees to work on various aspects of assessment, such as:
 - 1) Assessment **website**. This group will: check for consistency and accuracy of information, including the handbook, and check for updates needed and recommend any changes
 - 2) Assessment **training**. This group will: conduct assessment training (train the trainers), and develop additional training modules for *Instructional faculty and Support units*.
 - 3) Assessment Committee **self-assessment**. This group will develop a plan to assess the Assessment Committee's stated outcomes and scan the minutes for information which demonstrates fulfillment of the outcomes.
 - 4) **Coordinate and collect ILO Assessment data**.
 - 5) Assessment **facilitation**. This group will assist instructional programs and support units to develop plans and report on assessment and develop reports demonstrating evidence of closing the loop on prior years' assessment.

College Effectiveness Review Committee (CERC)

- A. The committee completed the final memos to CERC writers/initiators and to the Chancellor.
- B. The committee also worked on revisions to next year's forms. It was decided that because the Annual Reviews are now tied to the budgetary process, they should reflect the same content as the current Comprehensive Reviews.
- C. CERC also decided that we will no longer write the 5 year Comprehensive Reviews, but will rather, write Annual Reviews, and submit a more Comprehensive Review every three years, which will be reviewed by CERC on a rotating basis.

Chancellor's Update: Noreen Yamane

- A. Chancellor's report is covered in College Council report (above).

Vice Chancellor for Administrative Affairs: James Yoshida

A. Jim provided an update on the Campus Renovation and Related Projects

In Progress:

Hale Aloha: Anticipated completion date is end of June 2014.

Palamanui: Work is still progressing. Slabs have just been poured with wall anticipated to be started by the end of May 2014.

Fire Alarm Upgrade: This project is almost complete though there are a few punch list and other items to resolve.

Art Kiln: Work has been suspended temporarily to allow firing of ceramic works for students. It is anticipated there will be a work stoppage for around three weeks. Unfortunately there were other problems that came up at the start and shortly thereafter which caused delays as well.

Buildings 380 and 381 Electrical and Ceiling: Work is still scheduled to commence as soon as spring 2014 classes end. POM has been working with occupants on a relocation plan which is essentially similar to what was developed last year when the project was supposed to start.

Buildings 380 and 389B for HLS: Work on these are essentially complete although there may be a few items to resolve.

Gutters, Rainspouts, Covered Walkways: Stan's Contracting has been awarded the project. The pre-construction meeting has not yet taken place, but should be scheduled shortly.

Buildings 378 and 397 AC/Ductwork: The NTP date was set for April 1, 2014 anticipating Hale Aloha will be ready for occupancy by August 2014 at the latest so occupants of 397 (Business Office and Human Resources) may be relocated there first.

Lock and Key: Changing locks and rekeying of the Manono Campus is scheduled to start shortly.

Other Projects: There are other system-funded projects planned or scheduled; however, no start dates have been established:

Reroof 379-A

Repair termite damage PB15 and PB16

Repaint 395

Upgrade campus electrical infrastructure

Replace 394 AC

Asbestos abatement for 391 (Electricity)

Campus-based projects include the bio-diesel demonstration project area, Financial Aid Office and others

- A.** Jim also shared his plans for a reorganization of Administrative Affairs (see attached Reorganization Chart).

Vice Chancellor for Academic Affairs: Joni Onishi

1. Positions in Recruitment for Instruction

- Academic Support C3T Farm Coordinator, APT #79688T – will not hire
- Academic Support DISL/MWIM, APT #777237T -- on hold due to budget
- Academic Support HLS Media, APT #77747T – offer made, declined, abolishing position
- Instructional & Student Support, CULN WH, #77175T – in recruitment
- Academic Support HLS, APT #78748 – offer made, declined, readvertise
- Academic Support HLS Lawai`a, APT #79183T – readvertise
- Academic Support West Hawaii, APT #80573 – on hold until director is hired
- Office Assistant III, ATE Construction Academy – Rennette Pacheco hired in casual position; looking to reallocate
- Academic Support ACU IT Specialist, APT #80735T – Joy Aito to begin 4/21/2014

- Instructor ABRP, #83638 – in recruitment
- Instructor English, Reading and/or Writing, #87109 – in recruitment
- Instructor English, Reading and/or Writing, #82609 – in recruitment
- Instructor Biological Science, #74775 – in recruitment
- Instructor HLS Mahiai, #87021 – in recruitment
- Instructor Math (WH), #86368 – in recruitment
- Instructor Nursing 9 months, #83348 – on hold
- Instructor Nursing 11 months, #83741 – changing to 9 mos, to be re-advertised
- Office Assistant III West Hawaii, #900443 – in recruitment
- Academic Support WH CULN, .5 APT #77175T -- readvertise; Patti Kimball hired in a casual position
- Secretary I HOST – on hold due to budget
- Dean for Career & Technical Education, #89456, in recruitment
- Dean for Liberal Arts & Public Services, #89453, in recruitment
- Soon to be established:
 - Halaulani – Mokaulele Coordinator
 - Halaulani – Fiscal Assistant
 - Halaulani – NH Transfer Counselor

2. Policies

Pending Academic Senate Approval

Fast Track Policy and Fast Track Form (New)

HAW 5.304 Repeating Courses

Faculty Absence

Lecturer Absence

Lecturer Evaluation

Approved by Academic Senate on April 25, 2014

HAW 9.203 Five Year Evaluation of Faculty

HAW 5.501 Placement Testing

HAW 7.208 Transfer credit Evaluation Policy

HAW 7.209 Transferring Credits from External Institutions

3. General Education Committee

- See list

4. AA Degree Task Force

- A Task Force has been formed to discuss and recommend changes (if any) to the AA—Liberal Arts Degree. Louise Pagotto (VCAA KapCC) is facilitating the Task Force. Kanoe Lambert, Transfer Counselor, serves as a resource on the task force. Members: English – Caroline, Robyn; Humanities – Jessica, Sam; Math – Jill, James; Natural Science – Laura, Brianna; Social Science – Trina, Claudia
- Task Force had three meetings thus far and its fourth and final meeting is on May 6, face-to-face

5. Academic Master Plan (AMP)

- The AMP was updated with information taken from the Annual Program Reviews -- Academic Master Plan (AMP) Priority Actions (see column, “2012-2013 Annual Review”). New priorities (if any) were added

- All Edits completed May 1, 2014
6. Task Force to address Recommendation #2
 - See Report
 7. CERC
 - A. Report to Chancellor, including copies of Response Memos, Rating Sheets, List of New Items to AMP
 - B. Recommended changes to both Program and Unit Review templates have not been finalized
 8. Committees
 - A. Ad Hoc Technology Advisory Committee (Leanne Urasaki)

Debbie Shigehara—Director of the Office of Continuing Education and Training

- A reminder that the Manono campus back parking lot will be closed on Saturdays and Sundays during the weekends that the Motorcycle Training is scheduled. Schedule was distributed at the last meeting. Please remind students and staff to remove cars by Friday night on those weekends, as well as two days during the Spring Break. If there are any cars in the lot, classes will need to be cancelled for the safety of the motorcycle students.
- OCET is working with the Department of Public Safety in conducting the testing for 300 Corrections Officer candidates.
- OCET will sponsor two sessions of the Summer Youth Academy for grades K-6 this summer. The two sessions will run for two weeks each.
- OCET will also conduct two Career Explorations sessions in Hilo and one in Kona this summer for high school students. The sessions will focus on Health and Human Services and Electronics in Hilo and a Marine Exploration in West Hawaii.
- OCET has been in discussions with Suisan about offering CDL training courses and testing.