Meeting with the Chancellor
1:30 pm 8-21-07

Present: Paul Briggs, Libby Young, Dave Ringuette, Angela Meixell.

1. Marvin Yoshida has been selected as Chair for the Dean’s Search Committee.
   a. He will represent both Math/Business and being the Chair. Thus he can
      vote in the selection process.
2. ETC, Academic Support and Student Services will be included in the Dean’s
   Search Committee along with the other academic departments at WCC. Angela
   will ask each of the departments for their representative to the committee.
   a. Angela will ask the academic support coordinators for the Academic
      Support representative.
3. A request was made for a one-page directory by function or service on the WCC
   campus for distribution to the WCC community.
   a. Angela will talk to Brian R. to put together such a document.
4. Faculty Evaluation
   a. For Fall 2007, WCC will “muddle” through and manually input the
      current faculty evaluation forms for analysis by Scott Masuno.
   b. In the meantime, WCC explore other options such as a TWAIN scanner or
      the CAFÉ system.
5. WCC Policy Guidelines
   a. Angela says that the WCC and UH Policy Guidelines are available on the
      WCC website (under Faculty/Staff). But she is reluctant to print out the
      guidelines for fear of using too much paper when the documents are
      available on the web.
   b. According to Chancellor Meixell, "policies are no longer being issued on
      paper at any level of the university system. Major correspondence from
      the BOR and president is also now electronic. The university is trying to
      be environmentally responsible." (Meixell email 8-24-07).
   c. Brian Richardson is streamlining the WCC webpage to make the various
      WCC policies easier to find.
   d. Systemwide, all of the UH policies are being updated and rewritten and it
      is an ongoing process.
6. Strategic Planning Procedures for Membership and Selection
   a. FS reported that it has asked members to bring Strategic Planning and
      Budget Committee membership motions to their departments for
      discussion and a vote at the next FS meeting. It was agreed that the
      current committee structure needed a process for now.
   b. Libby Young and Joe Ciotti will be serving on the Strategic Planning
      Committee on an interim basis.
7. The Regents Lunch will be at 11:30 am on Friday, August 24 in Akoakoa 107-109. The Regents meeting will be in the morning of August 24 in the Akoakoa building. Angela will give a presentation on the status of WCC activities at the Regents meeting.

8. Schedule
   a. Next meeting is September 4 at 12:40 pm in Palanikila 117.
   b. Meetings will be on the first and third Tuesdays of the month at 12:40 pm in Palanikila 117. The meeting with the Chancellor will occur after the Faculty Senate meeting. Meeting schedule is as follows:
      i. September 4
      ii. September 18
      iii. October 2
      iv. October 16
      v. November 6
      vi. November 20
      vii. December 4
      viii. December 18 (after finals week)

Respectfully submitted by Paul Briggs