Faculty Senate Meeting

Hale Kuhina 106
4/22/08
12:40pm-1:20pm

MINUTES

Present: David Ringuette (Presiding Chair), Paul Briggs (Recording Chair), Libby Young (Off-Campus Chair), Letty Colmenares, Emi Troeger, Toshi Ikagawa, Ellen Nagaue, Ron Loo, Tara Severns, Frank Mattos, Ryan Perreira, Mari Nakamura, Patti Chone

Guests: Bernadette Howard, Patti Chong, Angela Meixell, Carla Rogers, Jean Okumura

Not present: Winston Kong, Jean Shibuya

Handout: ACCFSC Reports, CCFSC Report, CCFSC Policy

1. Nursing program with KCC-Pathway
   a. Currently students can take CNA courses at WCC.
   b. Once students take these CNA courses, they must pass the Hawaii State Boards.
   c. Students then will work as CNAs.
      i. Very few of the students want to stop at the CNA level, want to go LPN/RN level, can make more money.
   d. If students want to continue on in Nursing, they can and do take prerequisite and core requirement courses at WCC.
   e. At this point, students can enroll in the KCC Nursing Program.
      i. But the option is open to take some of these courses here at WCC.
      ii. Next step-KCC save some seats for WCC students there.
         1. WCC provides the seats, KCC provides everything else.
         2. This cohort is due to start in January 2009.
         3. KCC looking to expand capacity for its Nursing program.
            a. Leeward, Waianae and Windward sides of the island.
            b. The Waianae program is happening right now at the Comprehensive Health Center and LCC-Waianae.
   4. Big problem is to find faculty for instruction in the Nursing program.
      a. One year of geriatric experience-state standard for CNA instruction. Very few Nursing faculty have this prerequisite.
f. Faculty Concerns
   i. While enrolled at WCC, the students are still counted as KCC students.
   ii. Space concerns at WCC.
      1. Asking for 5 beds, a couple of rooms and a sink. Willing to substitute a room in Kuhina for this and other WCC courses.
      2. Only offering the first year here, 10 students at a time.
      3. No real promises on doing the whole degree here at WCC.
   iii. Seats for the Windward community.
   iv. Do we have enough qualified students?
      1. It depends on the admittance date-October vs. December.
         a. Only 3 students if the October date is used vs. more than 10 students if the December date is use.
         b. If they pass, then accept them. There is a money issue of whether it pays to hire an instructor if there are not enough qualified students.
      2. For Spring 2009 cohort, the next cohort is Spring 2010.
   v. In general, what is the procedure for communicating new ideas or proposals to the Faculty Senate?
      1. The Faculty Senate is still trying to work out this procedure.
      2. Possible agenda item for next year.

2. Approval of Minutes
   a. Motion-Tara, Second-Frank
   b. Minutes approved with minor corrections.

3. CCAAC Report
   a. Nothing to report.

4. Leadership
   a. Leadership issues were discussed.

5. Libby Report
   a. Motion-to approve the CCCFSC policy dated April 2006 from John Morton. In essence, this policy gives the off-campus FS Chair (Libby Young) approval to make decisions at CCCFSC meetings. This would be beneficial if such decisions need to be made quickly.
      i. Motion-Mari, Second-Ryan.
      ii. Motion approved unanimously.

Meeting adjourned at 1:30 pm
ACCFSC report – April 18, 2008

I. Standing Committee Reports - No reports from distance learning, articulation, governance or budget committees.

The business process committee reported that talks are continuing on the new Kuali financial system so different UH units can interface.

CCCFSC report – Harry Davis from Kapiolani CC reported that chancellors from the seven CC campuses signed an agreement with UH-Manoa on an intent to extend the Ka‘ie‘ie plan of joint enrollment at Manoa and a community college campus to all seven UH community colleges. For fall 2008, only Kapiolani will implement the plan, with details to be worked out with the other campuses later.

II. Continuing Business

a. Future ACCFSC meetings – It was agreed to keep the meetings on Fridays, tied to the Board of Regents meeting schedule.

b. President McClain’s request for a more definitive faculty consultative body at the UH system level – Discussion ensued on how a process would work, especially since UH-Manoa would not consent to a one-campus, one-vote approach on major issues. Senators felt that they could be consulted “informally,” but if the issue is controversial, the senators would reserve the right to go back to their respective senates for opinions. A “formal” consultation would require a more deliberative process, with more time for discussion at the campus level.

Senators were referred to “Notes on the concept of consultation in shared governance” by Robert Bley-Vroman. He outlines “consultation with faculty” (as distinguished from “discussion” as follows:

“Consultation” involves:
- A formal procedure or established practice
- Faculty and administration recognition of the authority of the consultative body to express the faculty’s judgment
- A vote or other means of expressing an explicit position
- Provision for the expression of faculty judgment to affect the decision

“Discussion,” as defined in a 2001 Survey on Higher Education Governance,” means “there is only an informal expression of opinion from the faculty or from individual faculty members; or that there is formally expressed opinion only from administratively selected committees.”

III. New Business
a. Financial aid for UH system or individual campuses - Campuses need to make clear to students that they need to check on how their registration at more than one UH campus affects their financial aid. There is a consortium agreement that allows a student to receive aid at more than one campus, but it requires an extra step in the paperwork process. Questions can be directed to Greg Yoshimura, the financial aid system coordinator.

b. Name chance for Maui CC – Maui CC is engaging in discussion about a name change since they are proposing offering more than one baccalaureate program. Once they reach that point, they would need to be accredited by the senior accrediting commission for four-year colleges unless ACCJC changes its rules.

c. Budgets for disciplines to meet across campuses, system-level stocktaking – Discussion centered on sharing of common concerns about the declining skills of entering students at all campuses and problems faculty face in producing increased numbers of graduates with a decrease in resources. A request will be made through VP Linda Johnsrud’s office to hold a Strategic Outcomes Summit to address these UH systemwide problems.

Next meeting: May 30 at UH-West Oahu
I. Kaʻieʻie Degree Pathways – 100 students have been accepted by Manoa who are home-based at Kapiolani CC but can also avail themselves of UH-Manoa services. In Spring 2009 the program could be opened up for all CC’s, but each campus would need a point person to answer student questions.

II.,III. Role of CC Council of Faculty Senate Chairs and CC Campus Charters/Constitutions - A draft of a policy regarding the role and authority of the CC Council of Faculty Senate Chairs was discussed. The purpose is to define the role of the CCCFSC in providing advice and recommendations on community college-wide academic policies.

If the policy wording is approved, then individual campus faculty senate charters or constitutions will need to be amended to reflect the presence of the CCCFSC and its authority. The VP for Community Colleges office would suggest the wording that could be included in each charter or constitution.

The basic understanding is that, when possible, issues would be given enough time for discussion at the campus level so the faculty senate chairs can accurately reflect the views of their faculty. If, on rare occasions, an issue requires an immediate decision by the VP for Community Colleges, the faculty senate chairs would have the authority to vote in the best interests of their campuses.

IV. 2009-2011 Budget Development – Stocktaking presentations related to the next biennium budget are starting at the end of April and budget discussions will continue up through August, when they will be finalized for the Board of Regents. Harry Davis, the CCCFSC chair, will be asked to attend these summer meetings and other CC senate chairs may be asked to fill in as needed.

V. UHCC Initiatives – As described in the last CCCFSC report, the emphasis in the next biennium budget will be on repair, renewal and replacement (no new facility construction requests in 2009-2011) with the focus on eliminating deferred maintenance backlog; collective bargaining; energy and other non-personnel cost increases; and 3 “performance-based budget requests” (PCR’s) per campus. The PCRs across 10 campuses are not expected to exceed $10 million.

The community colleges will each have PCRs for: 1) remedial/development/Achieving the Dream; 2) Persistence; and 3) Critical Need (tied to a UH strategic outcome).

VI. UHCCP 5.203 on Academic credentials, degrees and certificates proposal. Concerns were raised on the numbering of courses 100 and above that were originally below 100. VP Morton will check with Mike Rota on whether a new policy is needed.

VII. Continuous Recruitment Model for CC Positions – Leeward CC wanted clarification on the rationale for keeping the recruitment process open for applicants. VP Morton said
sometimes the process is kept open to expand the pool of qualified applicants before the selection committee has to make a decision.

VIII. TPRC composition – VP Morton said that no one from an applicants’ division should sit on his or her TPRC. However, several faculty senate chairs said they had served on TPRC’s where that had been the case. VP Morton will look into the issue further.
SUBJECT: Community College Council of Faculty Senate Chairs

1. Purpose

The role of faculty governance is to advise the administration on matters impacting and/or relating to the development and maintenance of academic policy and standards to the end that quality education is provided, preserved, and enhanced. The campus Faculty Senate fulfills this role with the Chancellor and the college governance. The All Campus Council of Faculty Senate Chairs (ACCFSC) fulfills this role with respect to the University system. The purpose of this policy is to establish the Community College Council of Faculty Senate Chairs (CCCFSC) to advise the Vice President for Community Colleges (VPCC) on academic matters related to the community college system.

2. Related University Policies

The CCCFSC is created as a means to implement key components of the following University of Hawai‘i policy:

   a. Board of Regents Policy, Section 1-10
      Regents’ Policy on Faculty Involvement in Academic Decision Making and Academic Policy Development.

3. Responsibilities

The Vice President for Community Colleges shall have the responsibility to:

   a. Convene the CCCFSC on a regular basis;
   b. Bring to the attention of the CCCFSC academic issues potentially impacting the community colleges;
   c. Seek advice and recommendations on community college-wide academic policies; and
   d. Involve the CCCFSC in academic planning and budgeting for the community college system to effectively carry out its duties, the CCCFSC will be periodically briefed by the VPCC or other designated individuals on significant external policies or environment conditions affecting the colleges and/or the community college system, on accreditation policies and guidelines related to planning, assessment, and budgeting, and other topics intended to improve the outcomes of the planning and assessment process.
The CCCFSC shall have the responsibility to:

a. Provide advice to the VPCC on matters of academic policy, quality, and standards;
b. Bring to the attention of the VPCC issues potentially impacting the community colleges;
c. Provide advice on community college-wide academic policies;
d. Participate with the VPCC and others in academic planning and budgeting for the community college system;
e. Speak on behalf of campus faculty at meetings as the campus faculty leader with the intent to minimize the time between initiation and action of an issue. Whenever possible, information will be provided in advance and in a timely manner. If Faculty Senate Chairs require further discussion and information on complex and/or major issues, the action/decision can be deferred until information can be disseminated and consultation conducted at the respective campus(es). However, if an issue brought to the CCCFSC for discussion and consultation requires an immediate decision to allow the Vice President for Community Colleges to act in the best interests of the community colleges, the Faculty Senate Chairs shall have the authority to vote in the best interest of their campuses; and.
f. Participate with the Board of Regents Committee on Community Colleges.

The CCCFSC shall NOT be used to:

a. Consider matters that are the purview of a campus. These matters should be considered by the respective Chancellor using normal campus governance and communication policies; or
b. Consider matters that are the exclusive purview of collective bargaining.

4. **Membership**

The CCCFSC shall consist of the chairs of the Faculty Senate from each of the seven community colleges. If a chair cannot attend a meeting of the CCCFSC, he or she may send another member of the Senate as proxy.

The Chair of the CCCFSC will work with the VPCC in setting the agenda for each meeting.

5. **Chair**

One CCFSC Chair will be selected from the community college faculty senate chairs at the first meeting of the academic year.

6. **Meetings**

The CCCFSC shall meet monthly during the academic year with the VPCC, usually in conjunction with Board of Regents meeting. Other meetings may be called as necessary. When a face-to-face meeting is not practical, electronic communication may be used to share information or seek advice.
At the first meeting of each academic year, each campus’ Faculty Senate will send both their outgoing and incoming representatives to the CCCFSC meeting.

Minutes of the meetings shall be posted on the community college and the ACCFSC web sites.

7. Assessment of Effectiveness

At the final meeting of each spring semester, the members and the VPCC will discuss the effectiveness of the CCCFSC during the past year. The assessment will include recommendations for improvement, if any.