## University of Hawaii
ACCFSC Meeting Minutes
19 April 2013
Mānoa Campus, Bachman Hall, 113

<table>
<thead>
<tr>
<th>COUNCIL MEMBER</th>
<th>EMAIL</th>
<th>ROLE / SUB-COMMITTEE</th>
<th>REPRESENTING</th>
<th>PRESENT</th>
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<td>Excused</td>
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### REPRESENTATIVES/GUESTS

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<tr>
<th>REPRESENTATIVES/GUESTS</th>
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<tr>
<td>MRC Greenwood</td>
<td>President, UH</td>
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<tr>
<td>Linda Johnsrud</td>
<td>VP, Acad Affairs</td>
<td>UH System</td>
</tr>
<tr>
<td>Joanne Itano</td>
<td>Assoc. VP Acad Affairs</td>
<td>UH System</td>
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<tr>
<th>Item</th>
<th>Discussion</th>
<th>Action</th>
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<td>• Meeting opened at 09:02 a.m.</td>
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<td>1. Approval of minutes</td>
<td>• March minutes approved</td>
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| 2. ACCFSC travel request applications | • One person has been approved.  
• A budget exists for $17,515.  
• A total of two applications have been received. | |
| 3. Retreat | • The retreat committee consists of David Eriksson, Kelly Whitey, and Susan Adler.  
• The retreat will be held on Friday, 23 August. Venue: Kaka’ako Medical School.  
• The committee shall arrange for catering  
• A total budget of $4,960 is available for the retreat expenses and travel for outer-island members.  
• Some topics for the retreat: Faculty morale, faculty efficiency and productivity, 15 to finish, higher education summit, financing of higher education. | • The committee will plan activities and breakout sessions.  
• Different speakers will be invited. The chair and vice-chair of the Board of Regents will be invited.  
• The retreat committee to work out the technical program and fine details.  
• Committee to explore if Frank Delima can come in as a motivational speaker.  
• Outgoing and incoming members should both aim to attend |
| 4. 15 to finish | • Linda Johnsrud gave a presentation on the topic.  
• Research shows that U/G students should aim to take at least 15 credits per semester to graduate on time and get good grades. | • Survey of faculty morale to be conducted by the VP’s office. |
| 5. Faculty dependent scholarships | | • The resolution on faculty dependent scholarships was approved [see attached]. |
| 6. Resolution on system VP for administration | | • Resolution was introduced but not sponsored by anyone. |
7. Resolution on faculty housing
• Resolution was introduced but not sponsored by anyone.

8. Resolution on sale of K`iki faculty housing units
• Resolution was introduced but not sponsored by anyone.

**COMMITTEE PROGRESS UPDATES**

<table>
<thead>
<tr>
<th>1. Budget Committee</th>
<th>• No report</th>
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<tr>
<td>2. Academic Affairs Committee</td>
<td>• During an earlier ACCFSC meeting (January), there was much discussion/debate regarding the use of objectives vs. student learning outcomes. This was a key point in the Common Course Numbering debate as the UHCC campuses are currently using SLOs for their courses and UH Manoa and UH West Oahu were arguing strongly for the use of objectives. It was decided that the Academic Affairs Committee should not meet as it was waiting for responses from various campuses regarding their views on Common Course Numbering.</td>
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<td>• The UHCC system has produced a policy report regarding Common Course Numbering that was proposed to be discussed at the afternoon's CCCFSC meeting.</td>
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• During today's meeting, ACCFSC members shared campus views regarding Common Course Numbering. At the UHCC campuses, there was general agreement that common courses (at the foundation level) should have common alpha, title, number, and SLOs. UH West Oahu also agreed to this. There still was much disagreement on areas such as GE requirement, SLOs (with UH Manoa), and prerequisites. Ultimately, all of the campuses agreed that common courses should have the same course, number and alpha.
## ADDITIONAL ITEMS

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<th>BOR Sub-committee</th>
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<th>Housing sub-committee</th>
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<tr>
<td>1.</td>
<td>• A committee was constituted of Bonnyjean Manini, Paul Briggs, and Kelly Withy</td>
<td>• To investigate the procedure by which the ACCFSC co-chairs may become ex-officio non-voting members of the BOR.</td>
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<td>2.</td>
<td>• Committee was constituted of Susan Adler and Amarjit Singh</td>
<td>• To research the faculty housing issues and problems.</td>
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**Meeting adjourned**

At 11:05 a.m.

**Next Meeting**

23 August 2013 from 0900 to 1600 Kaka’ako Medical Kakaako Medical Facility.