

# All Campus Council of Faculty Senate Chairs (ACCFSC)

Meeting at UH-HaCC Campus

March 16, 2007 (Draft)

## MINUTES

Present (8): Co-Chairs Dan Kruse (MauiCC); Jim Tiles (UHM); Sec. J.Chernisky (LeeCC) UHM: David Chin (Manoa Senate); Barbara Leonard (UHH Congress): CC: Harry Davis (Kapi'olani); Floyd McCoy (Windward); Jill Savage (Hawai'i);

Polycom (12): UHM: David Bangert (Bus); Jean Johnson (Edu); Leighton Liu (Arch); Jerry Russo (A&S); Jan Shoultz (Nursing); Joanne Itano (APP): Linda Johnsrud (VPAPP); UHWO: Mark Hanson; UHHCC Rob Edmondson UH-Kaua'iCC: Carmela Tamme: Albert Spencer UH-Maui: Flo Wiggers

Guests (2): David Lassner (VPIT); David McClain (UHPres)

TOPIC	DISCUSSION	ACTION
<b>I. Call to Order</b>	Co-Chairs Kruse and Tiles called the meeting to order 10:07am	
<b>II. Sign in</b>	Attendees signed-in for roll and lunch.	
<b>III. Approval of Feb. Minutes</b>	The minutes of the February 22, 2007 meeting were approved. ( <a href="http://www.hawaii.edu/accfsc/minutes.html">http://www.hawaii.edu/accfsc/minutes.html</a> )	Approved as posted
<b>IV. Next Meeting</b>	After some discussion, the next meeting will be Thursday, April 12, 2007 at UH- Kapi'olani Community College.  F. McCoy and D. Chin discussed coordinating a BOR & faculty get together the evening of April 13 <sup>th</sup> .  Pres. McClain was asked if the BOR had decided on the topic to be covered at the April meeting. He reported that several topics were at present under consideration, the decision has not yet been made.	
<b>V. Committee Reports</b>	<p><b>A. <u>DLAC</u> – <i>Mark Hanson</i></b></p> <ul style="list-style-type: none"> <li>• No report.</li> <li>• Update to BOR policy E5.210</li> </ul> <p><b>B. <u>Articulation (UCA)</u> – <i>Floyd McCoy</i></b></p> <ul style="list-style-type: none"> <li>• HAP FYI: Notes of the, March 1, 2007, HAP multicampus articulation meeting provided for information only; no discussion.</li> </ul> <p><b>C. <u>Budget</u> – <i>Carmela Tamme</i></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul>	HAP minutes

	<p><b>D. <u>Banner</u> – <i>Harry Davis</i></b></p> <ul style="list-style-type: none"> <li>• March 7 Update to UH Policy on Security &amp; Protection of Sensitive Info. If any comments, inform D. Lassner.</li>   <li>• WebCT Update: D. Lassner reported that the system has a test instance of Sakai Foundation’s open source; it is being tested by 5-6 WEBCT faculty; expects to widen the circle for informed feedback. Planning on a video conference with the Sakai Foundation, tentatively in April. At this time other faculty will be invited to join the discussion. Unlike Sakai, the open source Moodle is not considered “enterprise class.”</li> </ul> <p><b>E. <u>CCFSC Report</u> – <i>Daniel Kruse</i></b></p> <ul style="list-style-type: none"> <li>• Accreditation status – all campuses being fully accredited and none remain on warning.</li> <li>• Governor approved tier 1 and 2 budget requests; legislature requesting info on selected tier 3 requests.</li> <li>• Stem Initiative: need to focus on STEM disciplines; following the Construction Academy model</li> <li>• Grading: discussion underway at MCC regarding grading options</li> <li>• Duplication of programs and competition between CC campuses</li> <li>• Degree Pathway Partnership agreement between UH-KapCC and UH Manoa.</li> <li>• UH-KapCC AS natural and life sciences degree discussed, subsequently approved by the BOR</li> <li>• Library services outside of Manoa are lacking; discussion system digital library supported by all campuses.</li> <li>• Student behavior issues</li> <li>• Concern over the resolution of the Faculty Classification Plan/SLOs</li> </ul> <p><b>F. <u>Committee on Best Practices</u> – <i>David Bangert &amp; Barbara Leonard</i></b></p> <ul style="list-style-type: none"> <li>• Communication with Admin (Bangert) Defer until next meeting to allow the collection of additional feedback.</li>   <li>• Business Process Council (Lassner) Update. The council is charged to improve business practices; at the meeting last Fall the methodology adopted can best be described as</li> </ul>	<p>VPIT David Lassner Report</p>
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	<p>the ‘DIG-IN’ approach. The council is focusing on travel reimbursements – and the length of time to receive first pay check.</p> <p><u>Travel reimbursement:</u> The council has met with the Committee on Administration and Budget and is studying detailed data from disbursement office from e-travel accounts to be used to reduce time between end of travel and issuance of check. Each step of the process will be studied, as well as the routing process and the chain of communication/transaction.</p> <p><u>First Pay Check:</u> Significant portion of the problem is caused by the amount of paper work that is currently required, the number of steps along the way and the variation in the way fiscal officers interpret the rules. D. Lassner notes there are statutory requirements for lags depending on the position , usually the lag is 5 weeks after the beginning of employment, though it can extend to as long as 16 weeks.</p>	
<p><b>VI. Continuing Business</b></p>	<p><b>A. <u>Enabling Legislation for BOR Constitutional Amendment: Confirm election</u></b>  The regents selection process bill continues to make its way through the legislature. If the legislative bill passes, the names that will be submitted as a faculty representative on the Candidate Advisory Council, if/when asked, are Tom Ramsey (first) and Susan Chandler (alternate) both from UH-Manoa.</p> <p><b>B. <u>Conclude Discussions</u></b></p> <p><b>1. <u>Cost of textbooks (Bangert)</u></b></p> <ul style="list-style-type: none"> <li>• B. Leonard has asked her students to investigate the profits earned by the UH bookstores.</li> <li>• J. Tiles will ask Kathy Cutshaw for similar findings.</li> <li>• Further discussion deferred.</li> </ul> <p><b>2. <u>Academic calendar (Leonard)</u></b></p> <ul style="list-style-type: none"> <li>• No action.</li> </ul> <p><b>3. <u>Listserv use</u></b></p> <ul style="list-style-type: none"> <li>• ACCFSC recommends a special list be created for research purposes with an opt-in or opt-out option.</li> <li>• Follow-up with D. Lassner.</li> </ul> <p><b>4. <u>Student Info Security</u></b></p> <ul style="list-style-type: none"> <li>• No additional comments offered.</li> </ul>	

	<ul style="list-style-type: none"> <li>• If feedback, forward to D. Lassner.</li> </ul> <p><b>5. <u>Manoa Library</u></b></p> <ul style="list-style-type: none"> <li>• UH-Manoa Faculty Senate will propose a task force to investigate the need for faculty input and to formulate policy governing the materials required to be purchased in response to faculty and student needs.</li> </ul> <p><b>C. <u>Student Readiness Update (Flo Wiger)</u></b></p> <ul style="list-style-type: none"> <li>• Remedial/Developmental White Paper Group (WPG) received the charge to review student access, retention and success from a July 2006 meeting of CCAO, Deans and VPCC John Morton.</li> <li>• Access to reliable data has been difficult; however, some things we are doing right now are not working</li> <li>• The WPG has no preconceived notions; they will be reviewing the whole spectrum and the performance of other institutions.</li> <li>• WPG written report will be released in May, 2007. Feedback and implementation of recommendations will occur over the next two years.</li> <li>• L. Johnsrud highlighted the need to integrate these various initiatives (WPG, Achieving the Dream, American Diploma Project and the P-20 Council) around increasing the educational capital of the state; to recognize that retention is a system issue; referred to Katie Haycock report (EduTrust.org).</li> </ul>	<p>OVPCC Director Flo Wiger Report</p>
<p><b>VII. New Business</b></p>	<p><b>A. <u>360* Web base evaluations (Jean Johnson)</u></b></p> <ul style="list-style-type: none"> <li>• Concern has been raised regarding the anonymity of faculty surveys and evaluations of Administrators, Dept Heads and Directors. D. Lassner gave assurance from the Human Resource Office that the information was anonymous and not traceable.</li> <li>• D. Lassner will audit the practice.</li> </ul> <p><b>B. <u>Survey Workshop</u></b></p> <ul style="list-style-type: none"> <li>• L. Johnsrud: The Office of Academic Planning and Policy has coordinated a workshop with Dr. Don Dillman on “Designing Effective Survey Instruments and Increasing Returns.” Two one-day workshops will be offered on March 29 and UHM and on March 30 at WCC. Other campuses are able to join via designated polycom sites.</li> </ul> <p><b>C. <u>MauiCC Tech fee</u></b></p> <ul style="list-style-type: none"> <li>• The BOR approved UH-MCC’s request for a \$3 per credit (max 12 credits; \$36/semester) technology</li> </ul>	

	<p>fee.</p> <p><b>D. WASC visit</b></p> <ul style="list-style-type: none"> <li>D. Kruse &amp; J. Tiles will have conference, March 19 at 3:30; concerning ‘how satisfied are the faculty with the relationship between the campuses and the system?’</li> </ul>	
<b>VIII. Guest</b>	<p><b>Pres. David McClain:</b></p> <ul style="list-style-type: none"> <li>Report to the BOR: received \$10M Kellogg grant for the P-20 initiative with a focus on early learning at the third grade level; UH-Kaua’i CC adopted the Hallmarks; approved of UHWO’s letter of intent to sell land and partner with the Hunt Corp; approved of a three year appointment for VPCC J. Morton</li> <li>Concern was raised over faculty housing and retirements: Pres. McClain assured the ACCFSC that he is aware of the problems involving the cost of housing for both new and existing faculty and that this issue will be addressed in the long range planning.</li> </ul>	
<b>IX. Adjournment</b>	<p>Adjourned at 12:17 PM. Next Meeting: April 12, 10:00 am, UH-KapCC</p>	<b>Aloha!</b>
<b>Unapproved Minutes</b>	<p>Respectfully submitted by: Recorders: Prof. Jill Savage Secretary: Prof. Joe Chernisky</p>	