Council of Chief Academic Officers Meeting Summary
October 6, 2004 – Bachman Hall Conference Room 110 (Face-to-Face)

Attendees
Doug Dykstra  Joanne Itano  Linda Johnsrud
Karen Lee  Chris Lu  Linka Mullikin
James Nishimoto  Sharon Ota  Peter Quigley
Leon Richards  Mike Rota  Suzette Robinson
Neal Smatresk  Noreen Yamane

Guest: Stella Ho-McGinnes and Harriet Miyamoto (Banner)

Start: 10:00 AM  End: 12:00 PM  Prepared: 03-04-05  Recorder: Nishimoto

Meeting Agenda
Welcome and Introduction
Chief Academic Officers Concerns
Announcements and Briefings
  • P-20 Update (Linda Johnsrud)
  • Measuring Progress (Linda Johnsrud)
Issues for Discussion
  • Banner Student Information System – Faculty Load (Stella Ho-McGinnes and Harriet Miyamoto)
Announcement of New Program Concepts and/or Authorizations to Plan
  • Advanced information from Chief Academic Officers

Academic Officer’s Concerns
Faculty Handbook
Mary Tiles requested follow-up on negotiations discussions relating to the development of a faculty handbook. There was general agreement that the development of a faculty handbook may be useful tool, but the concern was expressed that the handbook not alter existing tenure and promotion guidelines which are working.

Community College Teaching Load Reduction
Community college representatives asked if funding would be made available to assist in accommodating the negotiated teaching load reduction. Interim President McClain that he had previously told Chancellors that no funding would be available for the Spring 2005 semester to accommodate negotiated community colleges teaching load reductions. Funding had been requested from the Legislature, but no funding had been provided.
Chancellors were informed of the unavailability of funding in May, and future funding has been included in the University’s Biennium Budget Request.

**Announcements**

**Articulation**

Associate Vice President Rota reported that the UHM Foundation committee had met and approved three portfolios. The University’s Committee on Articulation was scheduled to meet to further discuss the articulation process.

**System-wide Collaboration of Asian Studies Faculty**

Vice Chancellor for Academic Affairs Richards announced the convening of a meeting on October 15, 2004 from 9-12 noon at Kapiolani Community College and via Polycom to share information about campus Asian Studies initiatives.

**P-20 Update**

Interim Associate Vice President Johnsrud announced that there would be a P-20 conference in November; information about the conference would be distributed.

**Measuring Our Progress Report**

Interim Associated Vice President Johnsrud reviewed the advanced copy of the Measuring Our Progress, 2004 Update. Chief Academic Officers were requested to submit comments by October 11, 2004. When printed, copies of this information rich report about the University and its programs would be made available.

**Action Items**

None

**Agenda Item Summary**

Banner Student Information System – Faculty Load

Stella Ho-McGinnes and Harriet Miyamoto explained how faculty load information was being tracked in the Banner system. Banner data, data extraction and report formatting capabilities were described.
Announcements of New Program Concepts and/or Authorizations to Plan

UHWO would be submitting in early 2005 an authorization to plan proposal relating to early childhood.