

June 25, 2004



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

10 COMMERCIAL BOULEVARD
SUITE 204
NOVATO, CA 94949
TELEPHONE: (415) 506-0234
FAX: (415) 506-0238
E-MAIL: accjc1@pacbell.net
www.accjc.org

Chairperson
MARTHA ROMERO
Claremont Graduate University

Vice Chairperson
JOSEPH L. RICHEY
Public Member

Executive Director
BARBARA A. BENO

Associate Director
DEBORAH G. BLUE

Associate Director
DARLENE PACHECO

Business Officer
BARBARA DUNHAM

ITAS
TOM LANE

RECEIVED

Dr. David McClain
Interim President
University of Hawaii
2444 Dole Street, Bachman Hall
Honolulu, HI 96844

'04 JUN 30 A9:56

Dear President McClain:

UNIVERSITY OF HAWAII
PRESIDENT'S OFFICE

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on June 9-11, 2004, reviewed the Progress Report submitted by the University of Hawaii Community Colleges dated March 30, 2004, and the Report of the team that visited the University on April 13, 15 and 16, 2004. The Commission acted to accept the report and request that the University submit a Progress Report by November 1, 2004 that details further progress made on the recommendations of the visiting team as contained in its April 2004 Team Report.

The University of Hawaii Progress Report should provide evidence of further progress on the four recommendations of the previous Commission action in January 2004:

1. The team recommends that the University of Hawaii Community College system and the University of Hawaii give careful thought to what would be the most effective delegation of responsibility and authority in personnel functions to the individual campuses, provide clear delineation of same, and ensure the college staffs receive appropriate training and support to conduct personnel functions in a manner that is consistent with Commission standards and which protects the overall integrity of the University of Hawaii personnel system. (Standards III.A.1 and 2)
2. The Team recommends that the UH Community Colleges develop policies and procedures to ensure:
 - that the community colleges engage in regular assessment of institutional effectiveness, including program review;
 - that the community college system as well as each college set priorities for implementing plans for improvement that are based in analysis of research data;
 - that the colleges and the UHCC system incorporate these priorities into resource distribution processes and decisions;
 - that the colleges and the UHCC system develop and employ a methodology for assessing overall institutional effectiveness and progress toward meeting goals expressed through plans for improvements; and
 - that the colleges and the UHCC system report regularly to internal constituencies and the Board on this progress. (Standards I.B., II A. 1. and 2., II.B.3.a., II B. 4., II.C.1.e and II.C.2; III.A.6., III.B.2.b., III.C.1. and 2., III.D.1. a, IV.B.2.b, and the Preamble to the Standards.)

Dr. David McClain
University of Hawaii
June 25, 2004
Page Two

The Commission notes it has required the seven University of Hawaii Community Colleges to report on this issue by October 15, 2004; some of those reports will be followed by a team visit. The system is urged to work closely with the seven colleges on this matter.

3. The team recommends that the governing board review its responsibilities to serve as a policy making board and to assume its role in evaluating the University President. The Board of Regents should develop appropriate policies to guide the administrative hiring process and then allow the University President to implement and administer policies. The Board should refrain from making operational decisions more appropriately delegated to the system chief administrator, the University President. (Standards IV.B.1.a)

The Team Report notes the Board of Regents has made progress on the first half of this recommendation – evaluating the president – but that it has not yet addressed matters of its own effectiveness in institutional governance. The Team Report provides some additional advice on the means the Board of Regents might consider for improving its effectiveness.

4. The Team Report of April 2003 required the University of Hawaii Community Colleges to submit a report on how the University of Hawaii system structure has been finally staffed and funded.

The Commission notes that the Progress Report of April 2003 prepared by the University indicated that information will be completed in fall 2004. The Commission asks that the information be included in its next Progress Report.

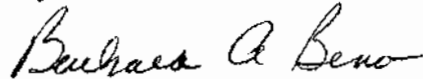
The Commission remains concerned about the ability of the Board of Regents to provide adequate time and attention to appropriate matters concerning the functioning of the Community Colleges. The Commission urges the Board of Regents to include in its own annual self-assessment a review of how effectively the Board is able to get through its extensive agenda materials.

Enclosed is a copy of the *final* Team Report. Additional copies may now be duplicated. The Commission requires you to give the Progress Report, the Team Report and this letter dissemination to the University staff and to those who were signatories to your Progress Report. This group should include the College Chancellors, the Board of Regents, and the University of Hawaii system staff who work with the community colleges. The Commission also requires that the team report, the progress reports and this letter be made available to the public. Placing copies in the institutional libraries can accomplish this. Should you want the team report in electronic format to place on a website, please contact the Commission staff.

Dr. David McClain
University of Hawaii
June 25, 2004
Page Three

On behalf of the Commission, I wish to express continuing interest in the institution's educational programs and services. Professional self-regulation is the most effective means of assuring integrity, effectiveness and quality.

Sincerely,



Barbara A. Beno
Executive Director

BAB/tl

Enclosure

cc: Mr. Michael T. Rota, Associate Vice President for Academic Affairs w/enclosure
President, Board of Regents w/enclosure
Dr. Shirley Daniel, Interim Chancellor, Hawaii Community College
Mr. Ramsey R. Pedersen, Chancellor, Honolulu Community College
Dr. John Morton, Chancellor, Kapi'olani Community College
Ms. Peggy Cha, Chancellor, Kauai Community College
Dr. Mark D. Silliman, Chancellor, Leeward Community College
Dr. Clyde Sakamoto, Chancellor, Maui Community College
Dr. Angela Chaillé Meixell, Chancellor, Windward Community College