



OFFICE OF THE VICE PRESIDENT  
COMMUNITY COLLEGES

UNIVERSITY OF HAWAII  
UH Community Colleges System Standard IVB Work Group Meeting  
Dole Street Offices (Polycom) October 21, 2011 1:00 – 3:00 p.m.  
Record of Proceedings

**PRESENT:**

Cheryl Chappell-Long, OVPCC  
Roy Kamida, LEE CC  
Lance Yamamoto, OVPCC  
Ellen Okuma (HAW)  
Erika Lacro, (HON)

Cherie Mooy (KAU)  
Gwen Kimura (HAW)  
Pam Scheffler (HAW)

**Continuing Business**

- Reviewed the draft IVB Descriptive Summary from September 29, 2011. Lance Yamamoto further refined the financial areas. Reviewed and annotated the draft accordingly.
- Noted items out-standing where evidence of meeting the standard has not been found.
  - BOR self evaluation. Need evidence that BOR is following its own policy for self evaluation at least every two years.
  - BOR training, orientation, and development of new members. Need evidence. The committee does not see the BOR reference guide as sufficient evidence.
  - The role and lack of activity for the CC committee. Agenda/minutes were not found for 2011.
  - Conversion Analysis of CCCMs has not been complete
  - Awaiting the functional roadmap
  - IVB.3.c) that it is not clear that the system level budgets are based on the results of program review.
- APAPA will forward a revised draft for the next meeting.
- Next meeting to be determined based on availability of the Vice President for Community Colleges to address BOR and policy items where sufficient evidence of meeting the standard has not been found.