University of Hawai’i Community Colleges

**Council of Community College Chancellors**

March 24, 2017

9 – 11:30 pm

Dole Street Conference Room

MINUTES

Present: Della Teraoka (LeeCC), Helen Cox, Brian Pactol (WinCC), Lui Hokoana, Erika Lacro, John Morton, Deborah Nakagawa, Brenda Ivelisse (KapCC), , Rachel Solemsaas

Not Present: Manny Cabral, Doug Dykstra, Louise Pagotto, Peter Quigley, Michael Unebasami

Others: Bob Franco (KapCC), Sandra Uyeno, Michele Wyman (CCASE)

Meeting was called to order at 9:02 a.m.

1. Community College Alliance for Sustainability Education (CCASE) – Michele Wyman

Per Wyman and Franco, CCASE is a network of Community Colleges leaders representing CCASE Affiliate schools dedicated to the growth and ongoing improvement of environmental education to inform, train, and employ the workforce for the future. Seeking new active members from UHCC but CCASE does not offer system membership, only individual institution. Several chancellors expressed interest in attending CCASE conferences and will join to enable attendance/participation. Per Teraoka, UHM is planning to set up code to cross-list sustainability courses.

1. Course Evaluation System (CES) – John Morton

Morton shared that the CES will be used for all credit courses with a direct link via Banner. The ACCFSC has been consulted about this project and how results will be shared. The update on implementation of the CES will be deferred until Fall 2018 to enable campuses to have more time to address campus and departmental issues.

Morton said that within the CC, will there be a single set or UHCC set of consistent questions. As faculty from other CC campuses serve on T&P process, it will be helpful to have consistency. ECafe, used by all UH campuses, has 1 global questions but campuses may add other questions as well as an open-ended question. It was suggested that all probationary employees be evaluated. For the process, it would be helpful if all CC agree on global questions as faculty from all CC campuses serve on other campus T&P committees. This will likely preclude questions and issues due to differences.

**ACTION: Morton said that may develop policy to address this and will discuss with CCCFSC today**.

1. Upper Division Tuition Rates – John Morton

Morton discuss the proposal to establish higher rate as standard for all CC upper division courses to ensure consistency of tuition rates for upper division courses offered at UHCC colleges. Exception would be those upper division courses required for the AS degree. HonCC, KapCC, and MauC offer upper division courses but are not charging upper division rates. Currently, only MauC charges upper division tuition rates. It has been suggested to grandfather students in progress. 3 KapCC pgm classes are part of AS degree (tuition attached to course). Issue 2 different rates for the same class. Suggest having 2 classes combine enrollment to enable offering 2 different tuition rates. For HonCC and KapCC, Fall 2017 entering students will be assessed the higher upper division tuition rate.

1. Changing Financial Aid Budget to Reflect 15 Credits – John Morton

Morton said currently under financial aid guidelines a full-time student is 12 credits (per federal government). Now encourage students to enroll in 15 credits to finish earlier. Morton said numbers based on 15 credits would not be a substantial cost to a student. If take 12 credits, $350 less than if change to 15 credits. . $250K unmet needs for UHCC. Morton is recommending changing the financial aid budget, not policy. What is budget for part-time students at 9 credit?

1. UH Professional Assembly Collective Bargaining – John Morton

Morton shared that when selecting a depart chair, management has the right to go outside even with qualified person inside, If no solution, then will consult with UHPA. Concern with faculty who have never gone through Tenure and Promotion process to become a department chair. Proposed language: “Department Chairs shall be tenured, or if not tenured, should be a Rank 4 or 5. If a qualified faculty is not available within the department or management believes the eligible faculty cannot effectively serve as Department Chair. In extraordinary circumstances where no eligible faculty are available to serve as Department Chair, UH shall meet with UHPA to discuss alternate appointments prior to making decisions. Chancellors concurred with proposed language.

Working with UHPA relating to contract language, most related to UHM. Arbitration announcements scheduled for 4/10 for BU 4 and18 and 4/18/17 for Unit 8, 9, and 13. SOH implemented a reserve policy. Each % raise is about $70M. UPW, HSTA, and UHPA are not affected by arbitrator’s decision. Health plan costs will affect selected BU employee salaries.

Morton said that may consider changing tenure date 11-month as July 1 but promotion is August 1. Proposed that 11-mo period be changed to Aug 1 – July 31 to resolve issue.

1. MQs for Vice Chancellor for Administrative Services – John Morton

Morton said that applicant can get into pool but will still need to be reviewed. Will change student affairs minimum requirements.

1. Tenure & Promotion Process – John Morton

Concerns were raised that existing tenure/promotion process does not include Vice Chancellors Academic Affairs (VCAA) when Dean positions are available. They feel that since that position was the Dean of Instruction before, that the position should be in the review process. Morton explained that now CCs have Deans, the Deans are part of the process. They want to change that to Dean or Vice Chancellor. He informed them that it would require a MOA to the contract, and that campuses need to agree. VC for Academic Affairs are not involved when campuses have a dean position. E-Portfolio add read access for VCAA, not decision-making. Will design proposed evaluation process to include VCAA. Change language to VC or Dean vs only Dean.

1. Integrated Academic and Facilities Plan – John Morton

Morton said plan has been shared for formal consultation. Concern may be at UHM, UHWO, and UHH and not at UHCC. Concern about University Center and cap at current baccalaureate degrees (MauC).

1. RC-2020 – John Morton

Morton said that RC-2020 is planning to hold it meeting in Honolulu. HI Oct 11-15, 2017. RC-2020 is an organization of urban CC CEOs, with 27-28 institutions both UH and international, Toronto, Belfast, etc.

1. What’s on Your Mind?

IR refusing to accept additional work: Cox said campus IR unwilling to provide training for IR at KauCC. Both UH System IRAO and campuses are performing same work on gainful employment.

**ACTION: Morton to check with IRAO on reports to prevent duplication of efforts.**

2017 Legislature – Budget: UH requested $29M, Governor’s UH requested$21M, Council of Revenues lowered projections, Governor lowered UH request to $5M Cancer Center only. HFIN recommended $270K net increase that includes student caucus request for increased mental health 2.0 psychologist/psychiatrist for UHCC.

CIP: HFIN recommended $10M for minor CIP, UH requested $30M to finish CIP@DH but HFIN reduced to $20M with UH raising $10M privately; R&M Total recommendation does not provide sufficient funds to significantly reduce UHM needs.

2017 Legislature – Bills: Morton said that of 11 UH bills, 10 are still alive (rules making process died).

Campus workflow analysis: Solemsaas is consulting in-house with business office and users. Solicited suggestions for external consultants to conduct campus review.

Contract template: – Morton will UH Legal has reviewed all UH MOA/MOU. Morton will check with Unebasami on status and sharing of templates.

1. Next Meeting – April 12, 2017
2. Meeting adjourned at 11:08 am.

Submitted by: Deborah Nakagawa