

UHCC Policy Chapter 1, General Provisions  
UHCC Policy 1.101, Council of Community College Chancellors  
Effective Date: May 2006  
Prior Dates Amended: April 2018 (recodified)  
Responsible Office: Office of the Vice President for Community Colleges  
Governing Board of Regents Policy: N/A  
Review Date: February 2021

**I. Purpose**

Effective communication among the Vice President for Community Colleges (VPCC) and Chancellors within the University of Hawai'i Community College system is essential for establishing and maintaining coordinated and purposeful executive endeavors, for promoting the mutual understanding and shaping of critical system-wide issues and directions, and for developing a strong sense of system interest and cooperation which balances consistency and standards with the need for flexibility and responsiveness to campus and community needs. The role of the Council of Community College Chancellors (CCCC) is to provide a forum for communication, problem solving, consensus building and a mechanism to collaboratively guide the development of policies and operations in the UH Community College system, their respective campuses, and the University of Hawai'i system.

**II. Definitions**

None

**III. Executive Policy**

A. The Vice President for Community Colleges shall have the responsibility to:

1. Convene the CCCC on a regular basis;
2. Solicit from and/or bring to the attention of the CCCC, policy and operational issues potentially impacting the community colleges;
3. Collaboratively develop with the CCCC community college and University-wide policies, operational procedures, and practices; and
4. Involve the CCCC in policy development and implementation, refining operational procedures and practices, and planning and budgeting for the community college system. To effectively carry out its duties, the CCCC will be periodically briefed by the VPCC or other designated individuals on significant external policies or environment conditions affecting the colleges and the community college system.

B. The CCCC shall have the responsibility to:

1. Advise the VPCC on matters of academic policy, quality, and standards;
2. Bring to the VPCC's attention academic and institutional issues potentially impacting the community colleges; and
3. Collaborate with the VPCC and others in policy development, in establishing and refining operational procedures and practices, and in strategic and facilities planning and budgeting for the community college system.

#### C. Membership

1. The CCCC shall consist of the Chancellors from each of the seven community colleges. If a Chancellor cannot attend a meeting of the CCCC, he or she may send another member of the campus management as a proxy.

#### D. Meetings

1. The CCCC shall meet regularly with the VPCC, usually in conjunction with the University Council of Chancellors meeting. Other meetings may be called as necessary. When a face-to-face meeting is not practical, electronic communication may be used to share information or seek advice.
2. Minutes of the meetings shall be posted on the community college web site.

#### E. Assessment of Effectiveness

1. At the final meeting of each spring semester, the members and the VPCC will discuss the effectiveness of the VPCC-CCCC relationships and performance during the past year. The assessment will include recommendations for improvement, if any.

### IV. **Delegation of Authority**

### V. **Contact Information**

#### **Subject Matter Experts**

Office of the Vice President for Community Colleges, telephone number 956-7038 or email at [jmorton@hawaii.edu](mailto:jmorton@hawaii.edu)

### VI. **References**

## **VII. Exhibits and Appendices**

No Exhibits and Appendices found.

**Approved:**

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John Morton  
Vice President for Community Colleges

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Date