MEMORANDUM

October 20, 2008

TO: Faculty Senate

FROM: Leon Richards
       Chancellor

SUBJECT: Resolution Faculty Senate Resolution of October 6, 2008,
Concerning the Proposed Reorganization of the College

In reference to the Faculty Senate resolution, read at the PPAC meeting on
October 7, 2008, please know that the current reorganization process, one that I
am committed to continuing, has included opportunity for suggestions, feedback,
review, and corrections since October 2006. The charts were posted on Quill,
September 23, 2008, and continue to be available for review. An invitation to
submit questions, corrections, feedback and review was communicated with a
request for submission by October 17, 2008. To date, we have received some
responses and in reviewing them, they can be clarified with more information and
increased understanding. Given this, and the fact that we are following
established university procedure, I will not suspend the process. However, I
remain committed to providing all members of our Kapi'olani community the
opportunity to provide feedback and comments concerning the proposal
documents. Toward this end, as you may be aware, two general meetings are
planned for October 22, 2008, 2:00 p.m. to 4:00 p.m., in Kopiko 127/128 and
October 23, 2008, 5:00 p.m. to 7:00 p.m. in the cafeteria for this expressed
purpose. In addition, a special PPAC meeting is set for October 28, 2008, 2:30
p.m. to 4:30 p.m., Kopiko 209 A&B.

As Eileen Torigoe, Human Resources personnel officer explained in the
aforementioned PPAC meeting, the first phase of our present reorganization
process was the "Campus Level Activity – Preparation, Discussions, Formatting."
This phase occurred approximately between October 2006 and July 2007; and
faculty, staff and students had the opportunity to provide suggestions, concerns
and input relating to the reorganization through campus-wide discussion
sessions, meetings, and an open invitation to submit input via email. The second
phase was the “Submission to the Office of the Vice President for Community Colleges for system level review.” The proposal was submitted on July 17, 2007. The reorganization documents were accompanied by a letter that requested “approval of the attached reorganization proposal;” the letter being signed by the chancellor, the chairpersons of the Faculty Senate, Staff Council, and Kalualani (Malama Hawai‘i), as well as the president of the Student Congress. This phase included reviews for proposal format, policy issues, and assistance in audit of the organization charts by the system office.

The third phase included the return of the documents to the campus to address corrections and the resubmission of the documents with corrections. On the narrative side, this involved reformattting the proposal twice; this task ended on April 23, 2008. However, phase three continued for some time due to problems with reconciling the position numbers and position counts listed in the different data bases. With all position counts reconciled, and the narrative revised as appropriate, the proposal documents were sent to the vice president for Community Colleges.

In the fourth phase the vice president coordinates the approval process for the reorganization including submitting it to the unions for consultation. The unions seek comments from their members. We are presently in the consultation stage of this phase.

I believe it is important to continue our dialogue on campus during this stage of the reorganization process, as we can clarify misperceptions, misunderstandings, and concerns that are, although important, essentially not parts of the reorganization; this will ensure that the consultation process is not overburdened with items that are not components of the reorganization proposal. Thus, if faculty or staff have questions about the reorganization proposal, especially after they have had the publicized opportunities to obtain information from our Human Resources personnel officer, they should communicate these issues to the appropriate union. In addition, the campus community can always direct their questions to Eileen Torjoe, Human Resources personnel officer.

The final phase of the process occurs upon completion of the consultation with the collective bargaining representatives, whereby the approving authority, with consultation records and recommended modifications that may result, reviews and approves the reorganization according to policy.
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Finally, allow me to address the statements made in your resolution that purports that items have been added to the current documents. Specifically, the resolution refers to the reorganization documents posted on Quill and sent to the unions as “this last iteration” and that there is need to review “recently included items.” Please let us be absolutely clear: (1) there are no “recently included items; and (2) the current documents are not an “iteration” of the submitted reorganization documents in any sense of a substantive change. These documents, as posted, are a revised format of the documents the college submitted to the Vice President’s Office; they were rewritten according to the format prescribed by the official reorganization process and according to the procedures regulating that process. This work was done by the CC Human Resources Office and our Human Resources Office. The Faculty Senate resolution characterizes these documents in such a manner as to imply that the administration has changed elements in the reorganization proposal without faculty knowledge and input. There is no truth to this allegation. The reorganization proposal is a product of a collaborative process, as stated in the submission letter of July 17, 2007. I am sure we can all agree that many people have worked long and hard to get us this far. I thank all who took part in this process and look forward to increasing participation in the college’s governance. I would like to encourage everyone to be open to genuine information exchange, as I am more than willing to provide whatever information is necessary to build the sense of collegiality and trust needed for frank, open, and constructive communication.

I continue to be receptive to your ideas, suggestions, and concerns. I thank you for this opportunity to clarify matters.

LR:SL:fm