

Honolulu Community College
FSEC Meeting Minutes
February 29, 2008

Members Present: Jim Poole, Tech II (Chair); Rob Edmondson, UC; Dave Panisnick, UC; Jery Saviano, UC; Jeannie Shaw, Tech I; Guy Shibuyama, Tech I, Mike Castell, Tech II; Femar Lee, Academic Support, Mellisa Tupa for Kaiulani Akamine, Student Services; Jennifer Asada, Student Rep.; Ramsey Pedersen, Chancellor

Excused: Richard Lightner, Lecturer; Jarren Uyehara, SSEC Representative;

The meeting was called to order by Jim Poole at 11:00AM.

Approval of Minutes:

Chancellor Pedersen commented on the issue of health coverage issue for lecturers. It is an issue that comes up every few years and does not get to the table. It is an issue for collective bargaining between the UH system and UHPA. Jim Poole noted that this was not yet an FSEC action item other than support the concept. UHPA has promised the lecturer reps that they would investigate their support of the issue.

The minutes of February 8, 2008 were approved.

Current Business:

UH System Division Chair Policy. The proposed new policy was tabled by the BOR at the request of UHPA. J. N. Musto has discussed this issue with the faculty representatives to UHPA. Chancellor Pedersen advised that this is an Administration policy submitted for consultation to see if an inequity exists. UHPA may make it an issue for collective bargaining.

New Business:

Assessment and Planning Guide

Jim Poole discussed the draft of the Assessment and Planning Guide. Although in draft form the new guide will be used by the Planning Council (PC) to ensure the proper development of the Strategic Plan. It describes how the Strategic Plan must be based on assessment activities such as the Annual Program Review and the Five Year Program Review. The document has a series of flow diagrams that describe the action and approval process.

A motion was made to accept the DRAFT document for use by the Planning Council. The motion passed unanimously.

Change to PC Charter – all UC Division Chairs are to be members

The Planning Council made a change to their charter and wanted FSEC approval. (Note: PC is not a faculty committee) There was a request to have all UC Division Chairs on the PC rather than just one. Jerry Saviano mentioned that this will increase their duties such as attend both the PC and the CLT. Jim Poole mentioned that there was to be added stipend compensation for Div Chairs but the policy is being held up by UHPA. Chancellor Pedersen advised that new proposed policies for Div Chairs may require future arbitration because it may impinge on the administration's authority.

There was a motion to approve that all three UC Division chairs be members of the PC. Motion passed, 1 against (Jerry Saviano) and 10 for.

Change to PC Charter – Statement of Purpose to include short term planning

Jim Poole stated that the PC must also review short term planning and mid term planning. Jerry Saviano asked what the CLT is charged with. Jim said that they are still in charge of short term planning. Chancellor Pedersen added that the CLT is in charge of short term planning that includes daily operations, scheduling, staffing, budgeting encumbering, and all other related items. The PC is more than short term planning and includes cycles of strategic planning and makes sure it is properly implemented. This keeps us in cycle on what is being implemented. Jerry Saviano asked if there was a danger to the CLT and Chancellor Pedersen replied that there was no danger.

A motion was made to include mid and short term planning as part of the PC charter. It was approved unanimously.

Strategic Plan – Align with UHCC's Strategic Outcomes

Two (2) handouts were provided: The UH System Strategic Outcomes and UHCC Strategic Outcomes (UHCC Office). UHCC outcomes match the System outcomes very closely. Mike Rota stated that the community colleges must match UHCC's outcomes, but they can have additional outcomes. Jim Poole advised that Planning Council was mapping the old strategic planning items to the new outcomes. All outcomes are measurable outcomes that will measure success or failure. Jerry Saviano noted that some figures are missing. Jim Poole clarified that these were still draft documents and exact figures have not been agreed to.

Motion: Jim Poole advised that there is no motion or vote required on this topic.

Marketing Plan From the Administration

Gary Boydell, Tech 2 Dean and a member of the Administration Marketing Team, authored a marketing plan. The Retention and Recruiting Committee is reviewing the plan.

Accreditation Progress Report

Jim Poole said to get outstanding information to Cynthia as soon as possible. It is due next week.

Chancellor's Report

The VCAA screening committee has 4 candidates. There is a good group of candidates and the position should be filled in April 2008.

The Board of Regents will be holding their monthly meeting on the HCC campus on March 13, 2008.

Mele will be an official program. The local industry is involved and everything is moving fast. We have a major donation before it is even a program.

Projects: PCATT – The state Work Force Development is working with Pearl Harbor (PH) and DBEDT. PH is one of our biggest employers. Virginia Class Submarines are coming to PH. There were massive personnel cut backs in the 1990s. Our apprentice program is expanding to meet the new requirements. Jeannie Shaw has the lead in this program. There is a wide range of training required including training for mid level management personnel. PH will use the best apprentices and promote them. Next will be the new Naval Life Cycle Management Software. It is a new program. There will be a pilot program at PH and a software company will donate money. Courses will be held at PH (Life Cycle Management System for Allies). This is a big investment by the Navy.

The US Navy and thus PH is going to transition to IPv6, the next generation protocol for the Internet. We are all running out of IP addresses globally and cannot expand. IPv6 solves this problem. The federal government has mandated the IPv6 must be in place by 2012. PCATT has the only facility capable of teaching IPv6 networking, thanks to David Lasner/UHM.

Our Aviation Program and the Boeing Company have created an alliance for international training. This will bring more foreign students to Hawaii for international training at HonCC.

WASC visit is coming up. No date has been set yet. Expect Barbara Beno to visit. Chancellor Pedersen discussed some of the problems and the appeals process. In the

future, expect federal agencies to perform accreditation. The federal standards will take accreditation out of our (i.e., college) hands.

Carpentry – There was a ground breaking at Kapolei for the new carpentry center. There are 3,500 registered apprentices, 1700 are carpenters. The center in Kapolei will relieve the pressure for classroom space at HonCC. HonCC will still maintain control of the carpentry apprentice program. Some daytime classes for HonCC will be held at Kapolei.

Legislature – The legislature is trying to save money, they are not going to add money to our budget. The money that comes from tuition and services is not legislative money and may be spent at the discretion of UH.

Special Fund – AJCC requires HonCC to have 5% operating reserves. UHM says 3% reserves are required. Our legislature wants any overages to go back to the legislature. Chancellor Pedersen mentioned that Ken Kato did a good job in ensuring adequate reserves.

Planning and Budget for the Biennium will start before the strategic plan is done.

Legislature – The legislature says that the university has enough faculty positions. They want to know which positions we plan to abolish. HonCC has the authority to do this now.

Planning and Design Money – There is \$2.9M for the design of the Science and Technology building. This money has not been released by the governor. When the money is released, then you can commit to build.

\$100M for High School Funding – The funding for the high schools will come from the same fund that supports the colleges. This will affect HonCC funding. The question is: Do you fix the UH locker rooms or put in air conditioning in schools that are next to the freeway (i.e., hot, noisy, fumes)?

Jim Poole adjourned the meeting at 12:03pm.

Minutes submitted by Mike Castell