



Title

Participation in College Decision-Making Policy

Header

Policy Number: HCCP 1.201
Effective Date: May 11, 2024
Prior Dates Amended: April 29, 2011
Review Date: October 10, 2027

I. Purpose

To maintain the high-quality standard of education the institution provides, Honolulu Community College (“College”) supports shared governance structures and processes through which students, faculty, staff, and administration collaboratively participate in the development of policies, procedures, and decisions that affect the institution.

Accordingly, faculty, staff, and students can participate in academic decision-making and policy development through formally established and recognized institutional governance councils. The decision-making structures and processes of these governance councils are regularly evaluated for the purpose of improvement.

II. Related Policies, Procedures, and Guidelines

- [Board of Regents Policy, RP 1.210, Faculty Involvement in Academic Decision-Making and Academic Policy Development](#)
- [UH Executive Policy, EP 1.101, Implementation and Maintenance of Regents Policy on Faculty Participation in Academic Decision-Making and Academic Policy Development](#)
- [UH Executive Policy, EP 1.201, Faculty Involvement in Academic Policy](#)
- [UHCC Guidelines, Process for New or Changes to UHCC Academic Policies Flowchart](#)

III. Policy

It is the policy of the College to promote shared governance by allowing all appropriate governance councils to review and advise the administration on matters impacting and/or relating to the development and maintenance of academic policies, procedures, and standards that impact how high-quality education is provided, preserved, and improved.

Through recognized governance councils, the College seeks to provide organized faculty, staff, and student involvement in the development and maintenance of general academic decision-making and academic policy development.

The recognized governance councils are:

- Faculty Senate Executive Council
- Staff Senate Executive Council
- Kupu Ka Wai Council
- Student Government
- Planning and Institutional Effectiveness Council

IV. Responsibilities

It is the responsibility of program administrators and supervisors to provide individuals under their supervision with sufficient time away from their primary work assignment to allow for participation as a member of one of the governance councils covered by this policy.

In addition to governance councils, with the approval of the Chancellor, other organizations may be formally established as needed to support the College. These other organizations include but are not limited to committees, working groups, and task forces.

The Chancellor reviews and approves all proposed and/or revised organizational charters, constitutions, and bylaws of governance councils and other approved committees.

V. Approval

Chancellor Approval Date: May 11, 2024