

College Council Meeting  
VCAA Report  
Friday, December 5, 2014

1. The following list shows status of Academic Affairs Positions

Academic Affairs Positions in Recruitment

- Technology Manager – To be created
- Academic Support C3T Farm Coordinator, APT #79688T – will not hire
- Educational/Academic Support Specialist, CULN WH, #77175T – in recruitment
- Instructor Culinary Arts EH, #83973 – **Brian Hirata**, 10-1-2014
- Secretary I HOST Division – SF-1 Submitted 8/14/2013
- Academic Support HLS Media, APT #77747T – offer made, declined, abolishing position
- Academic Support HLS, APT #78748 – in recruitment
- Academic Support HLS, APT #78751 – pending recruitment
- Academic Support HLS Lawaia, APT #79183T, Kulukulua year 5 – in recruitment
- Instructor HLS Mahiai, #87021 – offer made, selectee declined, position swept, request return of position
- Instructor/Coordinator Kulukulua 11 months, #836569T – (?)
- Office Assistant III, ATE Construction Academy, #900375 – Renette Pacheco hired in casual position; potential redescribe and reallocate
- Instructor Construction Academy 1.0 FTE, #74776 – (?)
- Instructor Construction Academy .5 FTE, #74777 – position to be abolished and combined with #86934 for 1.0 FTE
- Instructor ABRP, #83638 – **Colby Koreyasu**
- Academic Support Agriculture 9 months, #77777T – **Andrea Buskirk**, 12-1-2014
- Academic Support DISL/MWIM, APT #77237T -- on hold due to budget
- Instructor Electronics, #83030 – pending recruitment (?)
- Instructor English, Reading and/or Writing, #87109 – **Sharon Dansereau**
- Instructor English, Reading and/or Writing, #82609 – **Billie Jones**
- Instructor English .5 FTE, #86934 – position to be abolished and combined with #74777
- Instructor English, Reading and/or Writing, #86934 – pending recruitment
- Instructor Biological Science, #74775 – **Michelle Phillips**
- Instructor Biological Science, #86985 – pending recruitment
- Instructor Math (WH), #86368 – **Toni Cravens**
- Instructor Nursing 9 months (non-tenure track), #83348 – on hold
- Instructor Nursing 11 months, #83741 – changing to 9 mos, **Cheryl Puntil**
- Instructor (WH NLRC Coordinator) 11 months, #74862 – pending recruitment (?)
- Instructor Nursing 9 months, #86571 – **Cindy Griswold**, 01-01-2015
- Instructor Nursing 9 months, #74809 – pending recruitment (?)
- Secretary II Nursing, #26806 – Karla Sibayan TA, pending recruitment (?)
- Instructor (Institutional Assessment Coordinator) 11 months, #84622 – edit PD
- Instructor (Librarian) 9 months, #87075 – potential reallocation
- Dean for Career & Technical Education, #89456 -- **Joyce Hamasaki**
- Dean for Liberal Arts & Public Services, #89453 -- **Chris Manaseri**
- Instructor Accounting 9 months, #84647 – in recruitment
- Secretary II CTE Dean's Office, #900558 – converted to temporary since Luane has return rights -- in recruitment
- Associate Professor, (Director of Nursing), 11-months, #84777 – in recruitment
- Science Lab Coordinator WH, #77365T – convert to 1.0 fte
- Instructor/Counselor, 11 months, Halaulani Activity 1, #86814T – pending recruitment

- Student Services Specialist, 11 months, Halaulani Activity 1, #77544T – pending recruitment
  - Soon to be established: Halaulani – Mokaulele Coordinator
2. Policies
- EPC is currently reviewing the following policies
- HAW 7.505 Class Attendance, Disappearer and No Show Policies
  - HAW 7.521 Academic Renewal Policy
  - UHCCP 5.208 Residency for Graduation with further suggestion that the policy clearly define which **TYPES** of PLA will be considered as institutional credit. For example, it could be argued that portfolio assessment should be considered institutional credit, but transfer credits and national, standardized exam should definitely not.
  - HAW 5.503 Credit/No Credit Policy
  - HAW 5.701 Application for Graduation and HAW 5.702 Graduation Requirements
- FPC and Academic Senate approved Lecturer Evaluation policy.
3. eCafe
- eCafe surveys are ready for faculty to turn “ON”.
  - Students will be able to access the surveys, November 24 to December 11
  - To ensure that your students participate, we encourage you to send them an email alerting them to look for a message from the eCAFE administrator.
4. Program-Unit Reviews
- ARPD received and posted in Web Submission.
  - Still missing budget piece.
  - Shawn Flood has scheduled training as follows:
    - CTE Training -- December 1, Monday, 3:30p-5:30p, PB3-103/B3-CR
    - CTE Training – December 2, Tuesday, 11:00a-1:00p, 6A/B3-CR
    - Unit Training – December 9, Tuesday, 9:00a-11:00a, 6B/B4R3-CR
    - LBRT Training – December 12, Friday, 1:00p-3:00p, PB3-103/B3-CR
  - Training sessions to input reviews into PATH will be scheduled soon.
  - All programs and academic units will followup and implement action strategies described in AMP.
  - Submittal deadline has been extended to March 2, 2015
5. Assessment
- November 30th is the deadline to submit Assessment Plans into PATH. According to the Five-Year Assessment Schedules submitted by you, the attached is a list of courses that are scheduled to be assessed this academic year. If you need help inputting into PATH please solicit help from Mitchell Okuma, mokuma@hawaii.edu.
  - The ad hoc Assessment Committee made up of DCs, Admin Team, Grace Funai (College Council Chair) and Joel Peralto (Academic Senate Chair) met twice to review and revise the PD for the Assessment Coordinator.
6. General Education for the AA Degrees. Effective Fall 2015 only those courses that have been designated for GE by GECTT (AY 2012) and ad hoc GEC (AY 2013/2014) will count as GE for the AA degrees. For example, if the requirement for Quantitative Reasoning will be Math 100 or higher, all the Math 100/+ courses need to apply for QR designation. Science will require six credits from two areas; only BIOL 101 and BOT 101 (both biological sciences) have been designated thus far; no physical science or labs have applied

for designation. In addition, if AA-HWST would like to continue with HWST 100 and 103 as meeting the Humanities requirements, those two courses will need to apply for designation. Please note: Regardless what the outcome of the revised AA-LBRT Program proposal is, the General Education courses for the AA degrees will be ONLY those courses that have received the designations. The attached is a list of GE designated courses thus far. I encourage you to work with your DCs and colleagues and submit courses for designation.

7. TAAACT Grants

- Round 4 – HawaiiCC supported for Vet Counselor, Cyber Security, Health Aide initiatives
- Round 1
  - How Fo` Write English: A crash course in preparation for the COMPASS placement writing test with Sage Takehiro. December 5,12,19 (Fridays) from 12:30p-3:30p; December 6,13,20 (Saturdays) from 9:30-12:30
  - “Strengthen your math foundation before next semester starts: Free math workshop to help identify gaps in knowledge. November 22,29/December 6,13,20 from 9:00a-12:00noon. WH included if facility is available.

8. Data

- Shawn will be presenting the results from the National Community College Benchmark (NCCB) project to the Admin Team on December 8. At some point this should be shared with College Council as well as Student Success Committee.
- Shawn has agreed to present to the College Council at its January meeting CCSSE data. This data should also be shared with Student Success Committee.

9. Upcoming Events

- Assessment Plans Due November 30, 2014
- CTE PR Training December 1, Monday, 3:30p-5:30p, PB3-103/B3-CR
- CTE PR Training December 2, Tuesday, 11:00a-1:00p, 6A/B3-CR
- Unit Review Training December 9, Tuesday, 9:00a-11:00a, 6B/B4R3-CR
- LBRT PR Training December 12, Friday, 1:00p-3:00p, PB3-103/B3-CR
- P-U Reviews Due March 2, 2015