

College Council Meeting
VCAA Report
Friday, September 12, 2014

1. Positions in Recruitment for Instruction

- Academic Support C3T Farm Coordinator, APT #79688T – will not hire
- Academic Support DISL/MWIM, APT #777237T -- on hold due to budget
- Academic Support HLS Media, APT #77747T – abolished
- Instructional & Student Support, CULN WH, #77175T – in recruitment
- Academic Support HLS, APT #78748 – in recruitment
- Academic Support HLS Lawai`a, APT #79183T – readvertise
- Office Assistant III, ATE Construction Academy – Rennette Pacheco hired in casual position; looking to reallocate
- Instructor ABRP, #83638 – **Kolby Koreyasu (8/1/2014)**
- Instructor English, Reading and/or Writing, #87109 – **Sharon Dansereau (8/1/2014)**
- Instructor English, Reading and/or Writing, #82609 – **Billie Jones (8/1/2014)**
- Instructor Biological Science, #74775 – **Michelle Phillips (8/1/2014)**
- Instructor HLS Mahiai, #87021 – offer made, declined; pending review by department
- Instructor Math (WH), #86368 – **Toni Cravens (8/1/2014)**
- Instructor Nursing 9 months, #83348 – in recruitment
- Instructor Nursing 11 months, #83741 – changing to 9 mos, **Cheryl Puntil (8/1/2014)**
- Secretary I HOST – on hold due to budget
- Dean for Career & Technical Education, #89456 -- **Joyce Hamasaki**
- Dean for Liberal Arts & Public Services, #89453 -- **Chris Manaseri**
- Soon to be established:
 - Halaulani – Mokaulele Coordinator
 - Halaulani – Fiscal Assistant
 - Halaulani – NH Transfer Counselor

2. Policies

Pending Academic Senate Approval

Fast Track Policy and Fast Track Form (The Ed Policy Committee reported at the last Senate meeting on May 9th that they had serious concerns that people might use the policy to circumvent the CRC process, and did not approve the policy. Policy will be resubmitted for review again.)

~~HAW 5.304 Repeating Courses~~ (May 9th approved by Academic Senate)

HAW Faculty Absence

HAW Lecturer Absence

HAW Lecturer Evaluation

3. CERC

- First meeting held on September 3, 2014
- Reviewed Chancellor's response to CERC's recommendations
- Reviewed and made changes to the Program and Unit Review and Budget Process Timeline
- Reviewed the 3-Year Instructional Program Review Schedule, Revised 9-3-2014
- Reviewed the 3-Year Unit Review Schedule, Revised 9-3-2014
- Reviewed and made changes to the 3-Year Unit Review Report template

- Reviewed and made changes to the 3-Year Instructional Program Review Report template

4. Scheduling for Spring 2015

- DE request forms were due on September 4
- Part-of-Term request sheets were due on September 9
- Scheduling for face-to-face courses will begin soon

5. STARFISH

Christine Quintana and Mari Giel have represented Hawaii CC as “functional leads” on the system implementation team for UHCC MySuccess, the Starfish project. Chris Manasari has been assigned as the administrator on the project for the college. An advisory committee has been formed and held its first meeting on 9/4/14.

The short term implementation plan calls for three surveys to be administered to faculty for fall: a No-Show survey (deployed the week of 9/2-9/5), an Early Alert survey scheduled for week five and a Consider Withdrawing Survey scheduled for week 8. 790 surveys were sent to faculty members on 9/1 and by 9/4 332 had been viewed with 288 completed referring 160 students as No-Shows.

A demonstration of the software was made to The Learning Center tutors and staff on 9/4, and a demo for all Division Chairs is scheduled for their meeting on 9/9. Counseling and Academic Advising assignments have been made for each student, and we are working on bringing various support centers on board as part of our students’ support network. Faculty are encouraged to set up their profile pages and post their office hours so that students may schedule appointments for assistance. Training for staff and students will be scheduled in the coming weeks.

The Hawaii team will continue to work with the system support network on improving the functionality of the product on a monthly basis as the software is implemented across all seven UHCC campuses.

6. Wahi Pana

Ha`akumalae is organizing a Wahi Pana O Hilo on September 20 from 9:00 am to 3:00 pm and has invited new faculty and staff to participate.

Wahi Pana O Hilo aims to orient the individual in relation to our Hilo community as done through a physical journey and experience of mo‘olelo (stories) among our sacred geographies. These sacred geographies, Wahi Pana, are pulsing spaces that share in the rich heritage and stories of a regional area and lend to the cultural, personal and collective development of that community. Participants will be taking this journey alongside faculty, staff, and students from Hawai‘i Community College and the University of Hawai‘i at Hilo.