

Hawai'i Community College Institutional Assessment Office



PROPOSAL

April 2, 2018

To: Assessment Committee Members

Fr: Reshela DuPuis, Assessment Committee Chair

Subject: Proposal to Revise Assessment Committee Chair Designation and Selection

Process

Whereas, the Assessment Committee is a standing committee of the College Council, a key cogovernance body of the College, and the Committee's voting membership, like that of the Council, is based on constituency representation of all Kauhale members;

Whereas, the Committee is dedicated to supporting continuous improvement in learning by sponsoring assessment activities, encouraging meaningful assessment practices and experiences, and promulgating discovery based on results of the assessment process;

Whereas, the chair of the Committee currently is determined by *HawCC Policy 5.202: Assessment* and is permanently held by the "Assessment Coordinator" (i.e., understood functionally to be the Institutional Assessment Coordinator, hereafter "IAC") (see HawCC 5.202: http://hawaii.hawaii.edu/sites/default/files/assets/ovcadmin/admin-manual/haw5-202.pdf);

Whereas, a proposal for revisions to the Haw5.202 Assessment Policy has been submitted to the College Council, including a revision of the duties of the IAC to "serve on" the Assessment Committee without specifying that the IAC will chair the Assessment Committee;

Whereas, the IAC is the only chair of any College committee appointed based solely on job title and is the only chair appointed to serve for the indefinite term of employment in that job;

Whereas, chairs of all other College Council committees are chosen by members of those committees in a selection process appropriate to the committee;

Whereas, the IAC personally is represented on the Committee through the regularly-elected GSSS Department representative, thus the IAC's position as a voting member of the Committee functionally mandates double representation of this single College employee on the Committee;



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Whereas, the current status of the IAC as permanent chair of the Committee cannot be reasonably justified as a proper operational or functional necessity to ensure good co-governance by the College Council or its Standing Committee;

Whereas, as a Standing Committee of the College Council, the Assessment Committee's cogovernance responsibilities include helping to develop College-wide assessment goals and annual action plans to accomplish the Committee's mission;

Whereas, the Committee can best accomplish its mission by working collaboratively with the IAC under the direction of an independently elected chair,

THEREFORE, the IAC proposes that the chair of the Assessment Committee be chosen through a regular selection process determined by the members of the Committee, with each chair serving a two-year term;

FURTHER, it is proposed that the IAC serve as co-chair for one year in order to mentor and support the incoming chair;

FURTHER, it is proposed that the IAC thereafter shall permanently serve on the Committee as Ex-Officio;

FURTHER, the IAC assures the Committee that, if this proposal is accepted, the IAC will remain available to the Committee as needed to provide professional expertise, consultation and advice during the Committee's discussions and deliberations on issues related to assessment, program and unit review, and any other College matters about which the Committee may ask the IAC to provide professional expertise.

Mahalo for your consideration of this proposal.

Reshela DuPuis, Ph.D. Institutional Assessment Coordinator Hawai'i Community College