

# LEEWARD COMMUNITY COLLEGE

## 2003 – 2004 Faculty Senate

APPROVED Minutes of the March 31, 2004 Meeting

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James Goodman, Chair  
Nancy Buchanan, Vice Chair  
Candace Hochstein, Secretary

**SENATORS PRESENT:** N. Buchanan, J. Chernisky, L. Currivan, R. Flegal, C. Ganne, J. Goodman, K. Hill, C. Hochstein, W. Imada, P. Kennedy, P. Lococo, C. Martin, M. Nakano, S. Palombo, D. Sakai, F. Sherry, L. Yamada

**SENATORS EXCUSED:** R. Pfeiffer, M. Reese, W. Teraoka, S. Wood

**GUESTS:** D.J. Danner (Student Government), J. Espinosa (Student Government), Eli Tsukayama (Student Government), Daniel Chun (Student Government), Steven Boun (Student Government), Kaz Chambers, Leanne Chun, Judy Kappenberg.

**CALL TO ORDER:** The meeting was called to order at 3:22 p.m. with a quorum.

**APPROVAL OF THE MINUTES:** The minutes were approved with minor amendments. It should have included Steven Boun (Student Government) under the Guests section.

### **COMMITTEE REPORTS:**

BUDGET AND PLANNING – No report at this time.

FACULTY COMMITTEE – No report at this time.

ELECTIONS COMMITTEE – No report at this time.

ACADEMIC/INSTITUTIONAL SUPPORT COMMITTEE – No report at this time.

LEGISLATIVE RELATIONS COMMITTEE – No report at this time

STUDENT COMMITTEE – No report at this time

PROGRAM REVIEW COMMITTEE – Senator Hill reported that the Program Review Committee met on Tuesday, March 30, 2004 and approved 13 templates. She will present them to the Senate at the April 21, 2004 meeting as there were a few minor corrections that needed to be made.

CURRICULUM COMMITTEE – No report at this time.

SERVICE COMMITTEE - No report at this time.

### **CHAIR'S REPORT:**

#### Board of Regents

-Chair Goodman reported that the All Community College Faculty Senate Chairs (ACFC) and Board of Regents (BOR) met at Leeward Community College (LCC) on March 19, 2004. The faculty demonstrations which greeted the BOR when they arrived at LCC, and lasted during the breakfast appeared to affect the BOR. The faculty presence during the BOR meeting was also visible. Chair Patricia Lee announced that the BOR would do everything in their power to avert a strike.

-the LCC Progress Report to the ACCJC was submitted to and accepted by the BOR

-The LCC Strategic Plan 2002-2010- and the LCC College Mission Statement was approved by the BOR.

#### All Community College Faculty Senate Chairs (ACFC)

-The ACCFSC proposed and passed the following resolution:

Be it resolved that the ACCFSC:

1. opposes any suggestion that an interim appointee to an administrative position should be made permanent simply on the ground that they have served adequately in their interim capacity; and
2. requests that all non-interim appointments to administrative position be made only after an appropriate search accompanied by adequate consultation (including faculty consultation for academic administrators) has occurred.

-Chair Goodman shared a draft of the new University Council on Articulation (UCA). The draft contains language which reflects the students' desire for participation and reorganization. The ACCFSC recommended that chancellors consult with appropriate faculty governance body regarding membership and that they have a non-voting liaison from the ACCFSC. It was further recommended that there be a three-year appointment for all faculty and that the terms be staggered.

In the proposed UCA, members will be appointed by the Vice President for Academic Affairs in consultation with the Chancellors and CCAO's. The Council will be comprised of four members from the community colleges, one member each from UH Hilo and UH West Oahu, four members from UH Manoa, two members from the CCAO, and two undergraduate members representing the University Student Caucus. Staff from the Office of the Vice President for Academic Affairs shall serve as the Convener for the UCA. The Chancellors are encouraged to identify and recommend members from among faculty and academic administrators. UCA meets a minimum of twice each academic year.

The current UCA is as follows: Members of the UCA are appointed by the President in consultation with senior executives and SAAC. The Council is comprised of two members from the Community Colleges, one member each from UH Hilo and UH West Oahu, and four members from UH Manoa. The UHM academic affairs, UHCC, UHH and UHWO SAAC members are routinely members of the UCA and chair it on a rotating basis. The Unit Senior Vice Presidents are encouraged to identify and recommend as the remaining members faculty/deans/provosts. UCA meets a minimum of twice each academic year.

#### Biennium Budget Initiatives occurring Systemwide

-Chair Goodman next shared a document from David McClain, Vice President for Academic Affairs, regarding the Budget process. This document contained six Biennium Budget Initiatives that are underway:

- “1. October, 2003: Council of Chancellors reviews flow diagram for biennium budget development process that will reflect, inter alia, enrollment considerations.
2. November, 2003, continuing through the present: Linda Johnsrud presents to the Council of Chancellors alternative criteria for considering budget appropriations and allocations, both in external presentations to the Legislature, and in internal decisions about where resources should flow.
3. January, 2004: Testimony to Legislature promising an Integrated Financial Plan for the Biennium Budget (2005-2007) and the four years thereafter, through mid-2011. State informed we will be “checking the ‘workload increase’ box,” so that enrollment is a part of the criteria for funding from the state.
4. February 2004 continuing through April 2004: Chancellors and selected systemwide initiative (e.g., Nursing, Pokua Council) asked to make “stocktaking” presentations to the Council of Chancellors. Such presentations, which align a unit’s strategic plan, its academic plan and its budget plans, ask the unit to answer four questions: What is it doing, and how is that being funded? and What would it like to do, and how does it propose to be funded? Members of ACCFSC and Student Caucus, along with chancellors and CCAOs, invited to observe presentations, ask questions.
5. March 2004: Thanks to the efforts of Linda Johnsrud, UH System receives WICHE grant under the theme of “Changing Direction: Integrating Higher Education Financial Aid and Financing Policies” to participate over the next year with nine other states in determining best practices in developing an Integrated Financial Plan.
6. Next Steps:
  - After the conclusion of Stocktaking April 7, the President’s Council on Programs and Priorities will convene to review (1) the progress made on implementing the strategic plan and (2) the presentations made as part of

the stocktaking process, and to advise on criteria for considering budget appropriations and allocations.

-Council of Chancellors, ACCFSC, Student Caucus each review results of stocktaking budget proposals, and advise on criterion for considering budget appropriations and allocations.

-VPAA, Chief of Staff, on Chancellor from a senior college, one Chancellor from a community college, and the Director of the Budget formulate a draft systemwide biennium budget proposal, conduct further systemwide consultations on the proposal, submit to President for his consideration, and upon approval submit to BOR and post to VPAA website)”

### **NEW BUSINESS:**

-Kaz Chambers, Leanne Chun and Judy Kappenberg represented the Accreditation Implementation Committee (AIC) on Recommendation 5: “The team recommends the college formalize its planning procedures in the areas of technology and informational and learning resources to address needs in the following areas: determining the sufficiency of information and learning resources, providing professionally qualified staff, ensuring sufficient and consistent financial support, forging outside agreements, and evaluating the adequacy and effectiveness of learning and information resources and services.” made the following proposal to the Senate: that the Senate approve the AIC’s recommendation in how to meet this recommendation. The proposal is as follows:

Introduction – The AIC for Strategic Planning and Information/Learning Resources developed an outline of planning procedures for Academic Support in the areas of technology and information and learning resources. The outline maps the procedures for determining the sufficiency of information and learning resources, acquiring and maintaining educational equipment and materials, providing professionally qualified staff, ensuring sufficient and consistent financial support, ensuring accessibility of information and learning resources and forging outside agreements. A timeline for establishing these procedures is also included. Underlying these procedures is a cycle of planning, assessment, and implementation based on the mission and functional statements of each Academic Support unit along with Academic Support as a whole. Each Academic Support unit will independently develop a 3-year plan to project its needs for additional learning resources, equipment and staff. A Council of Academic Support Coordinators will be formed and will collaboratively develop a master 3-year plan for Academic Support. This plan will be tied to the College’s Strategic Plan, and will be updated annually. Currently each unit is undertaking a formal Program Review, and this will be incorporated in the planning process. (Please see hard copy in Senate files for the Outline of Planning Procedures for Information and Learning Resources.)

This recommendation will formalize how Academic Support (Library, Educational Media Center and Computer Services) budget, prioritize and work under the Dean for Academic Support in addressing funding and equipment.

Discussion centered on the fact that Recommendation 5, in addressing “areas of technology and information and learning resources,” was not limited to Academic Support. Technology also existed in divisions, Business Technology, Computer Science, Automotive Technology, Television Production, Food Service, Computer Science, Arts and Humanities, and more. Senator Sakai pointed out that she co-chaired the original Self-Study report addressing this area. The recommendation of the Self-Study was to develop plans for identification and acquisition of information and learning resources including equipment and budget for the entire campus, not just Academic Support.

Understanding this, the AIC representatives for the committee stated that they choose to limit the scope of the committee to Academic Support only, not the entire campus. They did not feel that they could make determinations for the rest of the campus/divisions. That they could only address the area of Academic Support.

**Motion: 04-11(Imada/Buchanan) Move to accept the proposal from the AIC committee as presented.**

**Yes – 7; No – 4; Ab - 4  
Motion Passed**

**ANNOUNCEMENTS:**

Senator Currivan clarified information on the contract proposal before the faculty for ratification. Some of the key points she highlighted were

- A six year contract is legal and enforceable regardless if there is a different governor or Legislature inheriting it.
- President Dobelle was talking about multiple revenue streams to pay for UH’s portion of the salary increases. These multiple revenue streams could be from tuition and/or fund raising. Increased revenues from tuition would amount to approximately \$700 additional for UH Manoa and \$200 additional for community college Students. The president anticipated a 10% tuition increase.
- Faculty will be receiving retroactive pay for 2003-2004. DAGS will be working on a payment schedule in consultation with UHPA.
- The Governor did not want to entertain the proposal of a two year contract because she anticipated that the state could not offer enough to keep faculty off the picket line.
- If the Tentative Agreement were not ratified, then a strike vote would have been taken. It was unclear if UHPA did choose to strike whether there was time left in the legislative session to approve a new agreement.

**ADJOURNMENT:** The meeting was adjourned at 5:12 PM.

**RESPECTFULLY SUBMITTED:** Candace Hochstein, Secretary