

Department Chair Notes from April 19, 2011

Present: Marti Wukelic, Elaine Yamashita, Bruce Butler, Diane Meyer, Cyrilla Pascual, David Grooms, Colleen Shishido, Thomas Hussey, Nancy Johnson, Eric Engh, Kate Acks, Kathy Fletcher

WASC Report

David reported on the ARC (Academic Resources Conference) sponsored by WASC and also a webinar held with Ralph Wolff, President of ACSCU (Accrediting Commission for Senior Colleges and Universities). Two concerns that the USDOE (United States Department of Education) are raising are the definition of “credit hour” and state authorization for the University. The credit hours are defined in our system and also printed in our college catalog. The state authorization requires a state agency be established to authorize the university to operate education programs.

A variable credit class syllabus should contain the requirements both in time and assignments for each level of credits the student enrolls in. Online classes should inform students via the syllabus of the time required for completion of the course. This is a guideline.

Perkins Update

We expect to get around \$1.8 million for the community college system for the coming year. On April 29th the CTE deans will gather to allocate the money to the various proposals. UHMC has 11 requests totaling about \$868,834. David G. and Tracie T. will attend and support our proposals.

SOC (Standard Occupational Classification) Codes

Programs have an opportunity to change the SOC code for their program review data on job demand statewide and in Maui County. A chart was distributed to the program coordinators and responses should be sent to Diane or David who will relay back to the system by May 16. The website to access the codes is <http://www.bls.gov/oes/home/htm>

IAEC (Institutional Assessment and Effectiveness Committee)

This group has been formed and will be meeting next week to establish guidelines and work assignments.

Status on faculty hiring

John and Clyde continue to conduct interviews of applicants. Several have been selected and are in various stages of approval. They hope to be done with interviews by the middle of May. We will have 17 new faculty in Fall 2011.

Announcements

The accreditation team for the HOST program will be on campus April 25 – 27.

The accreditation team for the Dental Hygiene program will be on campus April 26- 27.

Transfer and Career Fair in Pilina Multipurpose room on April 27.

John Morton, Vice President for Community Colleges, will be speaking in KAA 105CD on Friday 4/19 at 2:00.

Marti W. at the Lahaina Ed Center is offering to proctor exams for students living on the west side. Contact her or Julie Daliva.

Great Teachers Seminar on Big Island from August 7 – 12. UHMC and Perkins will fund two faculty. UHPA is also funding lecturers (3 across system). Submit application form found in brochure to David Grooms. Spaces are limited so act quickly.

Graduation, May 15, 2011: We have the regent award winners and the valedictorian selected.

Next Meeting: May 3rd with Program Coordinators in KAA 109 at 3:00 pm.

Department Chair and Program Coordinators Meeting Notes from April 5, 2011

Present: Diane Meyer, Jan Moore, Elaine Yamashita, Kate Acks, Cyrilla Pascual, Lorelle Peros, Susan Kinsman, Aaron Ventura, Bruce Butler, David Tamanaha, Colleen Shishido, Kathy Fletcher, Joyce Yamada, Rosie Vierra, Bert Kikuchi, Ryan Daniels, Thomas Hussey, Jennifer Owen, John Mc Kee, Tom Lelli, Kiope Raymond, Nancy Johnson, Lisa Sepa, Eric Engh

Bookstore Updates

AJ reminded of fall 2011 book orders due date of April 1, 2011. He has most of them in. Continuing this fall they will be offering an online textbook rental program. When the student enrolls in a class he gets a notice to go to the bookstore site where information on rentals is available. There will also be in-store rentals on a limited scale. The rental fee is about 35% of the new textbook cost.

Summer books will be put on shelves in early May. Graduation regalia are available for \$32 for gown, cap, and tassel. They also sell items separately. Faculty hoods can be ordered through their university/college of graduation.

Introduction of New Chief Security Officer

David Tamanaha introduced our new Chief Security Officer, Susan Kinsman. She comes to us with extensive security and training experience. Signs will soon identify the refurbished security office located in the front of the Laulima building. The campus is also hiring a new Security Officer.

Faculty Hiring

John reported he is receiving letters of recommendation from hiring committees and he and Clyde will soon start the interviewing process. They hope to have the faculty hired before the end of May. Thanks to all who have worked hard on this hiring process.

Present Science Building (NOI I)

Renovation funding is almost approved to renovate Noi`i once the new science building (Ike Le`a) is completed (estimated Fall 2012). Renovation grant was based upon developing the first floor for the Dental Hygiene program classes and clinic. The three downstairs classrooms will be filled in as the present design is prone to flooding and is not ADA compliant. The Clinic cannot be on the second floor as there are no restrooms so it is being designed to fill in the first floor.

The second floor is under discussion and can be made into large classrooms if that is our need. We stressed solid walls and not folding walls as the folding wall in Ka Lama is not soundproof and affects the two adjoining classrooms. Questions arose about parking, handicapped access, and current use of rooms by community groups.

The campus is asked to be creative in finding classroom spaces. Bruce reported `Ike Le`a will have 12 offices and the large lecture room seats 120 and will accommodate all the Astro, Biol, Micro, Zool classes. Other classes are welcome to use the room. John asked

for a design group to work on the second floor plans. Those volunteered at this time were Kiope (or Craig), Bert, Diane and Ryan.

Bruce announced that the first floor center storage room in Noi`i will be cleaned out this summer so if you have anything of value stored there it must be tagged and site identified for its placement. See Kim Gray for tags.

Institutional Assessment and Improvement Committee

John is working on forming this new group to assist faculty and staff in developing the tools to assess and analyze program outcomes and the assessment process. This group will explore processes within the college to implement a systematic strategy for continual dialog for improvement in student learning. This group's efforts will also aid the liberal arts disciplines in assessment pointing toward resource allocation. Names for members have been suggested and John will take information to the executive committee meeting this Friday.

Announcements

Jan Moore announced the Assessment Reporting gathering on Thursday, April 14, at 4:30 p.m. in Ka Lama 104. Refreshments available. All program coordinators and department chairs should be present to hear the reporting of assessment on the CASLO (formerly CCOWIQ) outcomes.

Kiope announced a UHMC canoe regatta to be held at 10:00 a.m. this Saturday at the Kahului Harbor Hawaiian Canoe Club Hale. All are urged to come and be part of teams, or cheer others on.

Showing of "Get a Job" movie in the student lounge on Thursday, April 28, at 4:30 p.m. for the whole campus.

Meeting adjourned at 4:30 p.m.