I. Call to Order/Approval of Minutes

The meeting was called to order by Chair Conred Maddox at 9:03 am. Cynthia Smith motioned to approve the minutes of the last meeting held on November 6, 2015. Shidong Kan seconded. The minutes were approved as distributed.

II. New Business

A. Developmental Education Update

To accommodate our guests, Chair Maddox moved this item up on the agenda. Jeff Stearns reported on the various activities since the last update. To recap, the goal of the developmental education curriculum committees is to achieve the following:

- 75% of students testing at 1 level below college ready will successfully complete their college-level English and/or math course within 1 semester
- 70% of students testing 2 or more levels below college ready will successfully complete their college-level English or math course within 1 year

Jeff indicated three things would be happening as a result of the work by the various ad hoc developmental education committees and the Student Success Council (SSC):

- The math and English curriculum development co-requisite committees would be recommending models for English/math to John Morton
- The Student Success Council finalized its recommendations for placement information based on high school GPA, ACT/SAT scores, etc. The specifics were previously sent out to the campus via email by Jeff.
- Any campus that does not go along with the recommended system model would not receive any innovation monies. This affects Honolulu and Hawaii Community Colleges for math.

Considerable concern over the restriction of innovation monies for math were expressed by several FSEC members. Some of the specific concerns were:
- Problematic nature of punishing campuses with the system acting in an authoritarian manner
- HCC math faculty were encouraged by John Morton to apply for innovation fund monies when they presented their accelerated sections model to him previously
- Use of monies to dictate academic policy; noncompliance not efficacy of model as the basis for determining who gets innovation monies

When questioned, Jeff noted that the decision to restrict funding was made by the Student Success Council at their November 24 meeting. Jeff and Jerry were asked to bring FSEC’s concerns over the restriction of innovation funds back to the SSC. Diane was asked to question John Morton about the restriction at the next CCCFSC meeting.

Jeff continued his report by sharing the next steps:
- Non-cognitive issues that affect student learning will need to be explored. Interested persons wanting to serve on a committee examining this can contact Katy or Jeff.
- Banner issues such as high school scores data dump need to be discussed.
- Common language for course/program modifications is needed for the catalog (e.g., completion of a course or placement in the next level course; currently both are used inconsistently). Once common language is determined the changes will be presented to CPC as a package.
- Rob Jeff from Ivy Tech Community College in Indianapolis will be presenting a successful co-requisite model on the same day as the general college meeting.
- Placement rules for competing information (e.g., SAT score vs high school GPA) on a prospective student will need to be determined.
- Models will need to be reviewed and adjusted over time.

III. FSEC Member Reports

A. System Chair

Diane shared the PowerPoint presentation on the BOR’s deep dive topic-Athletics for both UHM and UHH. The UHM presentation includes a plan to achieve a balanced budget. The system strategic measures model was also shared and UHCC was presented in summary form instead of each individual campus. Another interesting item from the BOR meeting was the approval for the President to set summer tuition rates. It was noted that this past summer, the resident tuition rate was higher than the nonresident before this was adjusted by the BOR. Last, the CC administrative evaluation policy and the Proposed Revisions to Research-Related Regents’ Policies were mentioned. All information will be distributed to faculty via email.
B. Chancellor

Marcia reported that at the last talk story session, Erika shared that AdAstra was reviewing course offerings and facilities. Their review does not include DE courses. The AdAstra PowerPoint outlined some patterns in scheduling. Suggestions such as adding course sections may occur as a result of their examination of our offerings over several years. Their research will help to complete the pathway to student success.

It was noted that Erika also mentioned that for the science building, City and County still has some concerns over sewage issues but in the meantime, the infrastructure bid will be going out soon. Two additional items were the use of performance based funding system-wide and that Title IX online training is complete.

At the DDC meeting, Marcia noted that the Division Chair Selection Process was discussed. The group will be reviewing the 2005 memo as well as the UHPA contract. Those divisions whose chairs’ terms of service are ending will need to begin the selection process in spring. The information on the process will be shared with FSEC.

IV. New Business (continued)

B. HONAD email/Office 365/Sharepoint

Mike Meyer shared a brief history on Sharepoint at HCC. In the interest of education, he implemented the system four years ago. To use the system, everyone will need to change their log in via HONAD. Three major groups are affected: faculty/staff/students. The difference between Sharepoint and the intranet is that the intranet is public while Sharepoint is private. Sharepoint allows campus committees the ability to collaborate and discuss issues. There are also multiple tools such as task and schedule timelines, project management systems, communicative and visualization tools, and banner links. Another feature is the ability to run any video for classroom use while simultaneously reformattting to a particular device. Using YouTube, a person can imbed a video from another site.

The system does not replace Laulima and is considered by Mike to be better than Google drive which allows some similar features such as the ability to post announcements and share/edit documents. There is a survey tool feature as well as the ability to build subsites in Sharepoint. The system can also populate emails instead of manually inputting each person’s email account and it can update lists against UH system list instantaneously.

Some concerns are the need to use PCs instead of Macs and students who received “I” grades and their access to the system if they are not HCC home based students.
Mike indicated that Sharepoint/Office 365 can sync with any machine. Incomplete grade students from other campuses can be accommodated.

V. Other Issues

Cynthia requested that all representatives remind their divisions to provide feedback on the lecturer documents by early January. FSEC can then discuss the feedback received at our next meeting.

VI. Adjournment

The meeting was adjourned by Chair Maddox at 10:38 am.