Members Present: Jim Poole, Tech II (Chair); Rob Edmondson, UC; Dave Panisnick, UC; Jerry Saviano, UC; Loreina Gandeza for Jeannie Shaw, Tech I; Femar Lee, Academic Support; Kaiulani Akamine, Student Services; Ramsey Pedersen, Chancellor; Jan Lubin (recorder) SSEC Rep; Mike Castell, Tech II; Judy Sokei, Lecturer Representative

Excused: Noelani Agunoy, Student Representative

The meeting was called to order by Jim Poole at 11:07 a.m.

**Approval of Minutes:**
The minutes from the October 4, 2007, FSEC Meeting was distributed at the meeting via hard copy for the last time. Jim will distribute the Minutes electronically soliciting revisions, and then after corrections are made will ask Todd to post. The October 4, 2007, minutes were unanimously approved.

**Announcements:**
Kaiulani asked if Neolani is supposed to be attending the meetings. Jim said, yes, and Kaiulani will check with Noelani to make sure that she knows that she is supposed to come. This will be important for student issues that come up in the FSEC.

Jim introduced Judy Sokei who will be the Lecturer Representative and Lorreina Gandeza who was sitting in for Jeannie Shaw.

**Faculty Classification Plan:**
Jim sent out the Faculty Classification Plan electronically to all FSEC members for comment. He explained that Vice President for Community Colleges, John Morton, requested that the old Faculty Classification Plan be redone to dovetail with accreditation. JM Musto looked at the new Classification Plan and said that it needed to be rewritten because SLOs should not be tied to faculty evaluation because more goes into SLOs than just teaching. Marcia Roberts-Deutsch was the HCC representative on the Committee.

Jim asked the entire campus for input and received feedback from two people who suggested minor changes. Nobody responded that we should not adopt the new Plan. Rob asked if the new Faculty Classification Plan had been discussed at the All Campus Council. Jim said that Harry Davis, the Faculty Senate Chair of KCC and Chair of the CCCFSC who was a member of the task force that rewrote the Plan assured us that instructor performance, such as described in a dossier for promotion, were not tied to measurement of SLOs. Rob asked if there was tangible discussion on what was written on the bottom of pg. 2 and the top of page 3, “strive for excellence…..design measurable outcomes” section of the document. This section seems to satisfy what Vice President Morton without explicitly mentioning SLOs. There is also a section in the document on
Non-Credit programs, which satisfied concerns Jerry Cerny had raised. The deadline for comments regarding the new document is 4:30 p.m., November 2, 2007.

Ramsey stated that the new Faculty Classification Plan was tied to our accreditation standards, and the request for input was part of the consolatory process. This was actually the fourth draft of the document. The Community Colleges were represented by Clyde Sakamoto and Peggy Cha.

Dave asked whether the System will supply an assessment tool for SLOs? Ramsey asserted that assessment of SLOs should be faculty driven and not dictated by the University administration. Jim mentioned that the document was disseminated to faculty, and UHPA had put a survey on their web site to solicit feedback. Many of the members of the FSEC felt that the new Faculty Classification Plan was still tied too closely to SLOs. Others wanted more time to digest the Plan. The vote was 1 for approval, 3 against approval, and 6 abstentions. Jim stated he would forward the vote to Vice President Morton stating that the HCC faculty felt that the new Faculty Classification Plan was still tied too closely to SLOs, and that there was a lack of communication regarding the specific wording used in the document.

**Distance Education Advisory Council:**

Jan Peterson brought forward documents that would make the Ad Hoc Distance Education Subcommittee of the Planning Council an FSEC committee titled **Distance Education Advisory Council**. The original Ad Hoc Committee was started in Spring 2006 because of accreditation issues. Distance education is taught in all divisions across the campus and through SOCAD. Numbers have grown tremendously in recent years, and there has been problems coordinating all units. This committee has worked well in trying to coordinate distance education efforts. Therefore, a decision was made to formalize it into an FSEC Committee. Although she is the Distant Learning Coordinator, Jan Peterson prefers not to be the permanent chair of the Committee, and mentioned that Jon Blumhardt was chair for the first year and Cynthia Smith was chair for the second year. Rob requested that on the elected/appointed area of one of the documents that faculty be allowed to be elected rather than appointed. Jim stated that the Committee on Committees asks for volunteers from all faculty on campus to all committees, and then appoints faculty to the committees based on their responses. If we only want to have faculty who teach distance education on the committee we need to make that clear to what we want in the Committee on Committees request. The Distance Education Review Board is different from the Distance Education Advisory Committee. The Distance Education Review Board is under the CPC and reviews the DE courses for approval into the HCC curriculum. The Distance Education Advisory Council is for infrastructure support; it will ensure proper faculty development and new technology is reviewed. Jerry thought that an Assessment should be done to see which committees at HCC are viable. The FSEC voted to establish the Distance Education Advisory Council as an FSEC committee.
HAP Focus:
The HCC HAP Focus Group is a subcommittee of the General Education Board. This subcommittee is recommending that a Multi-Campus Foundations Agreement similar to what WI and Foundations be accepted for HAP courses. Manoa, KCC, and HCC campus focus groups have voted to adopt the agreement. Jan Peterson wanted to notify the FSEC that this has occurred, and now will go to the General Education Board, and then to the CPC, with the hope that the agreement will be applicable to the Fall 2008 HAP courses. The FSEC members voted unanimously to approve the Agreement. Jim stated he would obtain approval of the Agreement from the chairs of the General Education Council, the CPC, and from the UCA representative.

Achieving the Dream:
Jan Peterson reported that a campus team has been formed and that Erika Lacro and Charles Miller are co-chairs. Data will be forthcoming.

Chancellor’s Announcements:
The Senate Committee Workforce recommendations have gone to the legislature. The Governor has asked for $4.8 million for MELE. $3.4 million of which will be used toward turning the Machine Shop into an Acoustic Studio. Brian and Ramsey will be establishing campus priorities over the next month. They will push for the new Technology Building, which has already been allocated $2.9 million for planning. Another $750,000 was allocated to MELE for the building through Title III. There will be four new MELE courses in the Spring. Now there is a 2-way distance education link, and $50K in sound equipment which has been paid for by DBEDT. There is going to be a Foundation push for fund development for MELE and major donors, like Mike Curb, will be contacted so that infrastructure improvements can be made.

Around $3.8 million to $5 million may be allocated to the Community Colleges to start STEM Academies.

The Norman H. Loui Conference Room dedication will be some time next month.

Pearl Harbor is pushing to become a 21st Century Shipyard, by changing its engineering processes and wants HCC to be involved. They have given HCC a laundry list and are going to the legislature to request $250,000 to create new programs.

Saudi Arabia wants an Apprenticeship Program similar to the one at Pearl Harbor. Saudi officers are here now discussing the possibility.

HCC received $3.2 million to fix the hanger roof at Kalaeloa. The College of Engineering and SOEST will move out there soon and will pay there own way, which will help cover overhead costs.
AMERON Airports Division and DEBDT will offer joint training with Boeing. $750,000 will be used to reposition the IT GMX program to provide skills assessment to medical facilities and the military.

Polynesian Voyaging Society – Nainoa Thompson wants to expand the presence at MARR. There will be around the world voyages with 18 crews of 188 people. They want to use MARR for training. UH Manoa may or may not be in the mix. This will merge the new scientific ship building methods of MARR as taught by Bob Perkins, and the Polynesian navigating techniques taught by Nainoa Thompson. The Marine Center was also featured in Roy Disney’s movie about TRANSPACT. A second movie may be in the offering.

The reorganization of the College is tied to accreditation recommendations to streamline operations. It will be easier since the Board is delegating the authority of minor reorganizations to the President, who has delegated the authority to the Vice president of Community Colleges.

A new marketing team has been formed by the Chancellor composed of Brian Furuto, Ralph Kam and Gary Boydell, and the stress of the newly formed team will be recruitment and retention. (See Planning Council minutes of November 2 for more details).

**Chair Announcements**

Jim as Acting ALO, brought forward the Planning Agenda drafted by the AOC, and asked members for input regarding the FSEC’s role in some of the agenda items. He feels that the Planning Council is evolving into what it was intended to be and cited MELE as an example. He stressed the need for an Assessment and Planning Guide (See November 2 Planning Council Minutes)

Jim also reported that Jan Peterson came to the Planning Council to discuss the transition of distance education classes from WEBCT to Sakai. The transition for this group of faculty should be easy. However, there was concern about the transition of faculty who had their courses on the HCC server. If the courses were supported by ITC on the server, they will continue to support them and are not required to transition to Sakai.

Jim also will send out messages summarizing other pertinent discussions to FSEC members.

Meeting adjourned: 12:05 p.m.
Respectfully Submitted by:  Jan Lubin