Minutes of the FSEC Meeting, September 30, 2011

Members present:
UC Representatives: Jerry Saviano, Steve Mandraccia, Jeff Stearns
Tech Representatives: Diane Caulfield, Elliott Higa, Sally Dunan
Academic Support: Ross Egloria
Student Services: Maggie Templeton (for Silvan Chung)
Lecturer: Judy Sokei
SSEC Liaison: Preshess Willets-Vaguilar
Chancellor: Mike Rota
Guests: Rosemary Sumajit, Jim Poole, Ken Kato, Marcia Roberts-Deutsch, Sue Lau, Mike Meyer

Minutes prepared by Jeff Stearns

Building Renovation
Jerry Saviano told Ken Kato about the building renovation issues raised last meeting, particularly about the dust and noise. Ken said that he could not guarantee that the noise problem could be solved but would coordinate with the contractors to limit the noise. He also said that building inside work was planned for the evening, and that the construction might take a year to complete.

Professional and Staff Development
Ken Kato noted that Mike Rota has continued supporting professional and staff development. Diane Caulfield noted that she met with Ken Kato who told her that Mike supported staff development to get funding from general funds instead of foundation accounts as had been done in the past. Jim Poole said he wanted to thank Mike for his effort. Jerry Saviano moved that the FSEC officially note, by putting on record, the faculty’s appreciation for Mike’s support of professional and staff development. The motion was seconded by Steve Mandraccia and approved by the committee.

College Policy
Diane Caulfield motioned that the FSEC endorse the College Policy (HCCP #5.202 dated August 8, 2011), Review of Established Programs, presented to the committee by Mike Rota last meeting. The motion was seconded by Steve Mandraccia and unanimously approved.

System Distance Learning
Diane Caulfield reported that Evelyn Greene had asked her to find two representatives from HCC to sit on a system distance learning committee being organized by Peter Quigley. She asked Lianne Nagano and Cynthia Smith, and both agreed to serve. She also said she consulted Ross Egloria since he co-chairs distance education with Lianne, and Ross was in agreement.

Minutes
The committee approved the September 2nd FSEC minutes.

CODAH
Ross Egloria submitted a proposal to revise the CODAH charter to read that the committee would meet a minimum of two times a semester or as needed from four times a semester. Steve Mandraccia proposed to approve the change, and Maggie Templeton seconded the motion. The committee vote was unanimous.

Campus Reorganization
Diane Caulfield wanted to know if the campus reorganization plan was still in the discussion stage, since the town halls were just completed. She said the timeline established at the general college meeting indicated that the town hall meetings were originally going to take place during the first two weeks in September and the changes and revisions based on the town hall meetings were to happen during the last two weeks in September.

Mike Rota asked if the FSEC had any major issues with the reorganization to bring up. Sally Dunan and Jerry Saviano reported that they had not heard any major philosophical objections. Mike said there would be consultation with each of the unions before the plan would be presented for approval at the president level.

Marcia Roberts-Deutsch raised concern about the academic support from the EMC when the IT services are reorganized, and Mike said he was open to a review of counterproposals. In response to Ross Egloria’s question whether changes could be made before the reorganization is approved, Mike said that operational issues are apart from the reorganization plan and can be changed without prior approval. In fact, he noted that Mike Meyers has been working to improve the IT services, which does not depend upon a reorganization approval.

Mike requested that any tweaking and revising of the plan be completed by the next FSEC meeting. He also said he wanted to thank everyone who contributed to the reorganization plans.

**Chancellor’s Draft Policy on General Education for All Degree Programs**

Jerry Saviano said that Evelyn Green did not have enough information to discuss the policy with her group, and Diane Caulfield reported that the CTE programs did not have the opportunity to go back to discuss the hallmarks.

Mike Rota said that document is a policy statement. The details are in the appendix and can be changed, but this is about moving forward on the policy statement itself. He added that he would like to resolve this before the accreditation committee comes next year.

Jerry Saviano noted concern about allowing students to obtain degrees without writing and computation skills. It provides a path way for student to gain degrees by doing just the minimum. He said that the minimum requirements should be raised.

Marcia Roberts-Deutsch said we are not in compliance for CTE accreditation and suggested we move beyond the fixation of credits. We have created new categories and hallmarks that could be accepted for general education requirements, and it is a matter of content, not credits, she said. The CTE programs want to look at program credits, especially in English and Math, she noted.

Jerry asked that the subcommittee reconvene to finish the task and draft that to add to the policy. It would make it clearer, he noted.

Marcia said that more details do not exist because it is not a one-all-fit program and needs to be on a case-by-case basis.

Sally Dunan noted that it would be necessary for fulfilling accreditation requirements. We don’t have a process for meeting the hallmarks. The policy is fine, but we can’t go forward because there is no implementation policy, she said.

Marcia said that the policy and implementation should be separate. We have a workable process as part of the general education system.

Jerry suggested that implementation should be a separate appendix, and the CTE and Liberal
Arts faculty should review courses to designate categories.

Sally said she wants the hallmarks to come from general education courses and would need to see a list of courses.

Jerry proposed the drafting of an appendix, and Marcia said the CPC would look at this in October. If approved at the CPC and FSEC level in October, the task of reexamining of courses and specifying the language could be done by January at the latest, she said. Time is needed for every program to be in compliance, she added.

Marcia said she would reconvene general education subcommittee and Jerry suggested the writing of the language to implement in the policy be done as soon as possible.

**IT Support**

Mike Meyers reported on work being done for IT support as part of the reorganization. First, he said, the structure of the ITC will be consolidated, correcting the previous method of one small group handling critical support. Francis Wong will be in charge of the help desk. Next, the college will begin voice over IP for all phones, reducing costs. All voice connections would be integrated through the routed network by the end of October. Further, the network is in the process of being converted so users could access it on any UH college system campus and all remote sites, by the end of this year. And fourth, the help desk is being integrated with the help of Vern Takebayashi and Francis Wong.

Mike Meyers also said that soon the IT group would begin providing a newsletter updating everyone on progress.

**FSEC Charter**

Jerry Saviano moved that we approve the changes in the FSEC Charter, including the two proposals suggested by Ron Pine about the FSEC rather than the campus chair deciding whether controversial issues submitted by faculty be on the committee’s agenda and about the FSEC deciding guidelines for campus wide referenda. Diane Caulfield seconded the motion and the motion was approved.

**Community Colleges Policy**

Steve Mandraccia submitted a proposal requiring students to earn a minimum of 12 credit courses for their degrees from that college. Jerry Saviano seconded the motion and the proposal was unanimously approved.

Steve introduced three other issues regarding program credits for Bachelor of Applied Science degrees, about noting UH credits on transcripts, and about including transcript fees in tuition. The committee requested more details on these three issues.

9/30/2011