

Combined Meeting: VCAA Academic Council and Council of Deans and Directors
February 3, 2004, Tuesday
8:30 AM
Chancellor's Conference Room
Minutes of Meeting

Present: Chris Lu, Don Hemmes, April Komenaka, Marcia Sakai, Kenith Simmons, Margaret Haig, Michael Bitter, Karlen Suga, Jim Mellon, Youngki Hahn, Linda Golian-Lui, Yu Yok Pearing, Cathy Zenz, Lynn Stamoulis, Jack Fujii, Alton Okinaka, Dan Brown, Jim Juvik, Jerry Calton, Herbert Pitts, Bill Chen

AGENDA:

1) Cyber Advising - Dianne Higgins, Michael Bitter, Jim Mellon, Karlen Suga
Summarized pilot program. This program will be used as an advising and marketing tool with the end result of this pilot project being the student's contact with an advisor. Target group is the off-island/out-of-state first-time freshmen. Resources will eventually be needed, but there is no cost for the pilot program. Pilot program will go online live on July 1, 2004. VCAA Academic Council and Council of Deans and Directors support this program. However, resources for full implementation of this following the initial pilot program will have to be discussed further.

2) Diversity - Herbert Pitts
Handouts distributed. Recommendation: Synchronize composite ads for positions via Academic Marketplace and Higher Ed.com. Total cost is \$1,900. Commitment: VCAA will support \$950 toward Higher Ed .com; Human Resources will support \$950 toward cost. Native Americans, African Americans, Hispanics are minority groups. The academic groups will work toward standardized deadlines for advertisements.

3) MOA: UHH and UYM Management Pte, Ltd. - Youngki Hahn, Yu Yok Pearing
MOA is awaiting Chancellor's signature. VC Lu asked for a vote for those in favor of UHH signing the MOU/letter of intent/commitment of institution? 5 yes; 4 no; 2 abstain. There is a serious credibility issue -people are being asked to do more w/less. International programs cost more than domestic programs. A committee structure to decide on concerns relative to this is needed and should include discussion on the benefits for UHH; treating this agreement as a business; quality assurances.

4) WASC Site Team Visit - March 16-18, 2004 - April Komenaka
Site visit - Mar 17-19. Linda GL
Nina in charge of student work.

- 5) Retention - Lynn Stamoulis
Deferred to next meeting.

- 6) VCAA Announcements
 - EIF: deadline Feb 17;
 - Teaching excellence awards: we need to promote and encourage more nominations.
 - Budget hearing will be conducted presuming 0 growth. Unit heads were asked to prepare needs for next fiscal year. VC Lu & Interim VC Chen will develop a schedule. The process will start after the WASC visit. VC Chen will meet individually with unit heads and will look at A budgets. Overall needs have increased; therefore, we cannot shrink budget; we need to maintain.
 - Faculty meeting is scheduled for Friday, February 6, and all faculty are encouraged to attend.

- 7) Unit Updates/Announcements
 - Graduate Council - Jim Juvik
 - Counseling Psychology will not start this fall because there is no director and the department elected not to offer the program this year. The program will be offered in Fall 2005.
 - Conservation Biology will start in Fall 2004.
 - China-US Studies was planned to launch in Fall 2004; however, issues still need to be addressed.
 - The Graduate Council is continuing to develop relationships with various campus groups .

Submitted by:

BJ Saito