

Deans' Advisory Council minutes

Wednesday April 12, 2000

1:30 p.m.

Kopiko 209

IN ATTENDANCE:

Randall Braman, obraman@hawaii.edu

Alfredo Cabacungan, alfredoc@hawaii.edu

John Cole, jcole@hawaii.edu

Kauka de Silva, des@hawaii.edu

Bob Franco, bfranco@hawaii.edu

Carol Hoshiko, hoshiko@hawaii.edu

Ed Kalinowski, kalinows@hawaii.edu

Bob LeClair, leclair@hawaii.edu

Mona Lee, monal@hawaii.edu

Mary Marko, marko@hawaii.edu

Charles Matsuda, cmatsuda@hawaii.edu

Sanae Moikeha, smoikeha@hawaii.edu

Louise Pagotto, pagotto@hawaii.edu

Susan Pope, spope@hawaii.edu

Leon Richards, lr24@hawaii.edu

Barbara Ross-Pfeiffer, rosspfei@hawaii.edu

Meena Sachdeva, meena@leahi.kcc.hawaii.edu

Mike Tagawa, tagawa@hawaii.edu

Evelyn Takazawa, etakazaw@hawaii.edu

Dennis Vanairsdale, dvanairs@bedrock.kcc.hawaii.edu

GUEST:

James A. Hawkins, jim@Directions-Inc.com

1. Presentation on Managed Distance Training - Jim Hawkins, President, Directions, Inc.

Jim Hawkins spoke to the DAC about ways to increase KCC revenue without increasing the workload on individual faculty members. Discussion followed.

2. New Student Orientation - Mona Lee

Mona distributed sample session timetables for June 27, July 28, and August 8, 2000. Sessions focus on specific types of students such as totally new to college vs. transfer students new to KCC.

3. Voyage 2000 - Mona Lee

Mona distributed Voyage 2000 brochures and a list of the many contributors to Title III year one activities. Also distributed were copies of the draft of the 1st Annual Title III Summer Institute for Holomua Faculty.

4. Final Exam Week - Leon Richards

LR reminded department chairs that:

a. The semester does not end on the last day of classroom instruction; it continues through the examination period.

b. The last day of instruction is not the last day of a class.

c. The official duty period for KCC faculty ends May 12, 2000.

d. Travel before commencement is travel during the duty period.

- e. Students have every right to expect that faculty members will be available throughout the examination period.
- f. Final examinations should not be given during the last week of classes.
- g. Final examinations must be held at the official time given in the schedule of classes. The SOC had a misprint on the days of the week, but the month and dates are correct - Exam week is THURSDAY May 4th through WEDNESDAY May 10, 2000.

5. Update on Panama trip - Carol Hoshiko

Carol Hoshiko reported on her many activities during the recent trip to Panama. Carol was part of a UH group that went to Panama to see if there are potential educational training markets for KCC (and others in the UH system) in Panama and Latin America.

6. Report on "Making Things Better" workshop - Carol Hoshiko
Report was postponed due to lack of time at the meeting.

ANNOUNCEMENTS:

1. Randall Braman was introduced as the new Title III coordinator at KCC.
2. For the 4/26/2000 DAC meeting DAC members should bring a list of issues to be discussed at the DAC retreat. Retreat will probably be sometime in May 2000. Some suggested items for discussion are: the scheduling process, the room assignment process, budget issues, days of the week issues (for example MW vs. MWF), non-credit issues.
At the 4/26/2000 DAC meeting the DAC members will plan what they want to have accomplished by the end of the DAC retreat.