

The first Fall 2001 meeting of the DAC was held on October 10, 2001, 1:30-3:00 p.m., in Kopiko 209.

In attendance were,

Name	Dept/Unit
Joyce Di Cesare	Hospitality Dept.
Bob Franco	OPIR
Shel Hershinow	Humanities
Carol Hoshiko	Bus, Hosp and Comm & College Rel
Ann Ishida-Ho	Workforce Dev. Office
Ed Kalinowski	EMS
Dennis Kawaharada	Language Arts
Bert Kimura	IMTS
Bob LeClair	Legal Education
Mona Lee	Holomua/Student Services
Mary Marko	Library
Charles Matsuda	Math and Sciences
Neghin Modavi	Faculty Senate
Sanae Moikeha	Health Sciences
Susan Murata	Library
Louise Pagotto	ISO
Trude Pang	Workforce Dev. Office
Susan Pope	ISO
Leon Richards	ISO
Barbara Ross-Pfeiffer	Social Sciences
Mike Tagawa	Health Ed, Legal Ed, & Acad Support
Evelyn Takazawa	Nursing
Dennis Vanairsdale	Business Education

1. Enrollment - Mona Lee shared enrollment data from Fall 1984 - Fall 2001. Mona also distributed charts and graphs of enrollment growth patterns by campus, by gender, and by age for Fall 2001. The key performance indicators were based on the priorities chosen by the DAC last year. table of effect of cost per unit on credit load.

2. Name changes - Carol Hoshiko. The name change proposed is from Kapi'olani Community College to University of Hawai'i - Kapi'olani. The issue will go before the Board of Regents in November. Carol is on the committee for the "branding" campaign.

3. 4-year degree - HCC and MCC are going to be allowed to create 4-year degrees in specific areas. A steering committee will report to President Dobbelle the pros and cons of offering 2-year as well as 4-year degrees in UH community colleges. The committee will identify the issues to be researched (such topics as what the implications are to resources, faculty MQs, workload, and accreditation) and will identify possible directions to take.

Another topic to be looked at is how 4-year degrees might impact the missions of the community colleges.

4. Workforce Development Office - Carol Hoshiko introduced Trude Pang and Ann Ishida-Ho to the DAC and announced that Trude and Ann have been reassigned to the Workforce Development Office which is a unit in the Community and College Relations Office.

5. Credit tuition waivers - Mona Lee announced that the Board of Regents will be discussing possible Spring 2002 credit tuition waivers for those students laid off, furloughed, or who had reduced work hours due to the tragic events of September 11th. Faculty may send students to the Financial Aid office for more information.

6. Response team - Carol Hoshiko announced the formation of a team to address issues related to the tragic events of September 11th. The team will be holding focus group sessions with merchants as well as employers in the hotel and restaurant industry.

7. Small class report - Susan Pope distributed the first draft of the small class report to department chairs. Chairpersons should list the reason for each class with an enrollment lower than 10 students. Chairpersons should also list the action to be taken in the future. Reasons and actions are due at ISO by October 23rd. After the information is input into the small class database the next draft of the report will be given to the deans on October 25th for review and approval. A final version will be forwarded to the Community College Chancellor's office on October 29th.

8. Office of Planning and Institutional Research - Bob Franco announced plans for STRATEGIC PLANNING 2002-2007. Through an interactive process involving former and current Faculty Senate Chairs and campus administrators over the last few months the following ISSUES have been tentatively put forward for consideration:

- a) Develop a Supportive Infrastructure (resources, budgets, student information system, building maintenance...)
- b) Teaching and Learning for Student Success (improve success rates, student recruitment, tuition waivers, international ed, special needs students, First Year Experience, online- and service-learning, wac/tre, general education/liberal arts, Native Hawaiian students and programs, vocational/technical...)
- c) Functioning as a seamless system (DOE to CCs to 4 year degree campuses, inter-campus resource sharing...)
- d) Promoting Economic and Workforce Development (meet needs and emerging opportunities)
- e) Human Resources, recruitment, retention, renewal (salary equity, reduce teaching load to 12, increased faculty professional development)

OPIR is expecting to have one faculty and one non-faculty convener on each of the five topics (a-e) listed above.

9. Future DAC meetings for AY 2001/2002 - DAC Meetings will be held once per month on the second Wednesday of the month, 1:30-3:00 p.m., in Kopiko 209A&B. Additional meetings may be called on other Wednesdays at 1:30-3:00 p.m. as needed. The next meetings for this semester are Nov. 14, 2001 and Dec. 12, 2001. Meetings for Spring 2002 are Jan. 9, Feb. 13, Mar. 13, Apr. 10, May 8 and June 12.