Social Sciences Department
Meeting Minutes
December 4, 2014
2:30 pm Naauao 112

Present: Toshi Ikagawa, Kathleen French, Paul Briggs, Frank Palacat, Falisha Herbic
Guest: Doug Dykstra

1. Acceptance of Notes from Previous Meeting
   a. Minutes approved.

2. Budget Request-Toshi
   a. Infrared device-10 at $17 each for GEOG 101.
   b.

3. Doug Dykstra
   a. Feedback regarding Brian Richardson dismissal, especially from Faculty Senate. What to do with the feedback-gave it to Doug.
   b. FS leadership recommended that Doug go to each of the departments.
      i. Culture of collegiality
      ii. Culture of confidentiality
      iii. Both cultures must be integrated in order to progress on a forward course.
   c. Must take both cultures when looking at evaluation of faculty and administrators.
      i. Faculty-culture of collegiality takes lead
         1. Contract renewals and tenure docs.
         2. DC shows contract renewal and docs to the applicant before it goes to administration. Not only writes an opinion but meets with the applicant.
         3. DPC-culture of confidentiality takes hold-must keep this secret. Only applicant should talk about this.
         4. Administration typically sustains DPC verdict.
      ii. Administration-culture of collegiality does not necessarily take hold.
         1. Culture of collegiality takes hold in the hiring of the administrator (open forum for department and general campus). Front end of the process.
         2. One year renewal contracts-serve at the satisfaction of our supervisors-360 evaluations-uniform throughout the UH system.
            a. Tweak in 360 evaluation-for any low ranking, drop down menu for more detailed explanation for low score, perhaps even a free response area.
            b. High scores not necessary, need to work on the low ranking areas.
         3. Only 30% response rate in the 360 evaluations (UH system)
a. At WCC, the return rates were 50%.

4. While the 360 form is uniform, the implementation does vary campus to campus.
   a. Possibility of cherry picking by administrators.
      i. At WCC, 10 or more peers, minimum of 5-10 subordinates, and all constituents. (used to be just 10 in total-Doug changed this).
         1. All from WCC. Then can pick 10 people from wherever.
         2. Could pick 10 people outside of the division-too pad it a little!
         3. Checks on this from Doug, very strict on this. Not adjuncts though.
         4. Doug-over 100, Kevin-a similar number.
      ii. 360s come out in April, all busy, so possibility of low response rate.
          1. There are reminders however.
   b. All of the 360 reports come to Doug, and then distribute them to the direct reports (administrators).
      i. Then administrator prepares a contract renewal based on the 360 evaluation information.
         1. Strengths, things to work on and goals for the upcoming year.
   c. 360s are contributory, but do not determinate personnel decisions.
      i. Determinants
         1. Topic
         2. Superior
         3. Satisfactory
         4. Unsatisfactory
      ii. Based on adm response, and Doug’s judgement.
         1. Culture of confidentiality takes over, only adm in question can address this. None has ever done this.
         2. We would not do this to you, how dare you do this to us.
         3. If a negative decision is made, it is not announced or published, it is discovered.
            a. Given the personnel action, it is discovered.
5. 50 Direct reports in 3 different campuses in 14 years-
   Doug
   a. He has never dismissed an administrator.
   b. In this case, he felt it was in the best interest of the college that he is serving.
   iii. Doug story about LCC and then toward Hawaii CC.
   iv. One unsatisfactory rating is enough, no remediation is possible.
      1. With this dean, four years of discussion, only one unsatisfactory, but that was enough.
      2. Tried to mentor, maybe these things are still there.
      3. Not talk about the specifics though to the general campus, tell the person and the supervisor.
   d. Administrative post is not an elected office, not a popularity contest.
      i. Supervisor’s judgement is paramount. Culture of confidentiality makes it impossible to explain to FS or Faculty at large.
      ii. Must have complete faith in the adm cabinet.
   e. Appreciated the comments, but an edge had been crossed.
      i. Let’s change the venue to the FS-Libby.
      ii. Vibes about threats to junior faculty. Complaints can be anonymous. Extortion.
         1. Could be well meaning-Kathleen.
         2. Healthy process to discuss this matter.
      iii. Almost 20% of adjuncts made comments, big difference between D1 and D2 faculty-more D1 faculty made comments.
   f. Must take risks-Doug.
   g. Brian-6 months notice.
   h. New Dean will come on board, next BOR meeting, earliest start date Feb. 1, may readvertise.
      i. Will advertise immediately for VCSA position, as Judy Oliveira has left for UH West Oahu.
4. Discussion of Spring meetings
5.
6. Meet with Kathleen and Frank about furniture-after regular meeting.