

Kapi'olani Community College
Faculty Senate Action Request

Timestamp in Google Doc:	9/4/2014 22:32:28
Submitted By:	Colette Higgins
UH User Name:	chiggins
Academic Unit:	Arts & Humanities
Did you request action from a department head or administrator?	Yes
Did you request action from a union representative?	No
Have you filed a grievance/lawsuit over this matter?	No
Is this a personal matter?	No
Is this a departmental matter?	Yes
Is this a college wide matter?	Yes
Is this a system wide matter?	No
Is there a relevant deadline for action by the Senate?	No
If you answered YES, please indicate the deadline date:	
Please describe the action requested:	I would like to see the current KCC Contract Renewal guidelines updated and revised. The current guidelines from 2003 are outdated (i.e. still referencing "factors" for student evaluations, which haven't been available since we moved to eCAFE), and they have led to very lengthy Contract Renewal dossiers that look more like Tenure & Promotion documents. The guidelines state a maximum of 6 pages, but I've never seen these less than 20 pages in the 3 1/2 years I've served as department chair. They are getting longer each year. Last year I had one that was nearly 40 pages, and this year I have one that is 66 pages (not including the huge appendix binder). The guidelines seem to encourage these lengthy CR dossiers. The suggested page length for each section does not seem realistic based on the prompts. The outline structure and categories in the guidelines are not helping faculty organize their Tenure & Promotion dossiers since it doesn't match the four areas of the T&P (i.e. primary responsibilities, professional development, service and leadership).
Proposed Recommendation:	Solicit honest feedback and recommendations from people who have experienced this process first hand and from different perspectives (i.e. faculty who have written a contract renewal in the last five years, department chairs, Department Personnel Committee members, deans) and from different programs (AA vs. AS) to get input as to what's working and not working. You may want to also reference the pre-2003 guidelines, which actually produced documents which were only 5 pages in length, and refer to the UHCC's Contract Renewal guidelines to learn what is actually required. Consider deleting or simplifying prompts and make the structure correspond to the four areas they will need to be addressing in a future tenure and promotion dossier.
Other:	