

Kapi'olani Community College
Faculty Senate Action Request – AR #1415018

Did you request action from a union representative?	If YES, please contact your department or campus union representative.
Is this a personal matter?	If YES, please consider discussing the matter with your supervisor or union representative.
Have you filed a grievance/lawsuit over this matter?	If YES, please allow the grievance process to be completed before the matter is brought to Faculty Senate.
Timestamp in Google Doc:	11/18/2014 11:25:08
Submitted By:	Will Jonen
UH User Name:	jonen
Academic Unit:	Math & Sciences
Did you request action from a department head or administrator?	Yes
Is this a departmental matter?	No
Is this a college wide matter?	Yes
Is this a system wide matter?	No
Does this matter align with the responsibilities of a Faculty Senate Committee? If YES, which one?	Curriculum
Does this matter align with the College's Strategic Plan? If YES, which one?	KapCC Mission: "uses human, physical, technological and financial resources effectively and efficiently to achieve ambitious educational goals and generate a solid return on the public's investment for a sustainable future." STRATEGIC OUTCOME F: RESOURCES AND STEWARDSHIP: "Acquire, allocate, and manage public and private revenues and exercise exemplary stewardship over all of the University's resource for a sustainable future."
Does this matter align with the UH System Strategic Directions? If YES, which one?	Collegewide Strategy #6: "Increase financial, technological, and physical resources and faculty and staff expertise." UH Manoa 2011-2015 Strategic Goal #4 - Facilitating Excellence. "• Implement sustainable management practices in the use of energy, water, paper and other resources. • Improve facilities management systems to foster community engagement and student learning."
Is there a relevant deadline for action by the Senate? If you answered YES, please indicate the deadline date:	
Please describe the action requested:	The Curriculum Committee requests that the Faculty Senate make a recommendation to the Chancellor for additional Systems Administrators of KapCC Curriculum Management Systems.

Proposed Recommendation:	The Curriculum Committee recommends that additional personnel be assigned or hired to serve as Systems Administrators for the current curriculum management system ("Curriculum Central") and for any curriculum management systems that the College may switch to in the future.
Other:	Currently, KapCC has one person serving as the Systems Administrator for Curriculum Central. The Systems Administrator is solely responsible for processing all requests for minor edits to course proposals, reassigning of archive of course proposals among the faculty, and maintaining the archive of course proposals within Curriculum Central. The co-chairs of the Curriculum Committee previously requested expanded access to Curriculum Central so that the efficiency of the course proposal review process could be increased. That request was denied citing a significant security risk that would accompany the granting of such access. Having only one person with the requisite training and security clearance to administer the KapCC curriculum management system poses added risk to the College and overburdens the single person responsible for a curriculum management system at the largest community college in the state. Smaller community colleges in the UH system employ more than one person with the training and access necessary to administer their curriculum management system. Having more than one Systems Administrator will spread out the workload, increase course review efficiency, and reduce the risk that the College will be left without curriculum management system administration should one administrator be unavailable due to illness, injury, or scheduled leave (e.g. vacation).

Faculty Senate Use Only	
Action Taken:	Date:
Outcome:	Date: