



UNIVERSITY of HAWAII®
KAPI'OLANI
COMMUNITY COLLEGE

memorandum

August 13, 2016

To: Susan Inouye, Chair, Faculty Senate
Lynn Hamada, Vice Chair, Faculty Senate

Subject: MOU re TEs for Members of the Faculty Senate

In response to your 7/1/16 memo explaining the current teaching equivalencies (TEs) for the Faculty Senate Chair, Vice Chair, and Curriculum Committee co-chairs as well as requesting additional TEs for the Faculty Senate Secretary, allow me to provide some of the explanation for the extra three TEs for the Vice Chair and the extra three TEs for the Curriculum Committee.

In Spring 2010, then Chancellor Richards re-instituted the three credits of assigned time for the Faculty Senate Vice Chair for Fall 2010 only. Continued release time was subject to review and pending completion of a series of tasks required to be completed by the Senate. The Chancellor's memo is attached.

In that same Fall 2010 semester, the Curriculum Committee Chair was provided with an additional three credits of assigned time to assist in the implementation of Curriculum Central, which the Chancellor also mentions in the attached 4/28/10 memo. Those additional credits were never rescinded.

As Interim Chancellor, I will commit to maintaining the existing level of teaching equivalencies for the Faculty Senate Chair (six TEs per semester), the Faculty Senate Vice Chair (three TEs per semester), and the Curriculum Committee Co-Chairs (three TEs each per semester). We are again transitioning to a new software platform, which will require additional time to assist faculty.

However, I am mindful of the College's already being out of compliance with the ranges allowed by UHCCP #9.237. At this time, the work of the Faculty Senate Secretary should continue to be considered service to the College and not primary responsibilities to be compensated by non-instructional teaching equivalencies, pending a review of the time commitment for all Faculty Senate appointments, per your memo.

A handwritten signature in black ink, appearing to read "Louise Pagotto".

Louise Pagotto

Attachment: 4/28/10 Memo from Chancellor Richards to Faculty Senate Chair and Co-Chair