

**President's Response
Campus Issue 18-19-05**

Committee or Individual: Carl Sjovold

Date submitted: 01/18/2019

Issue/Concern: The lack of permanent and dedicated office space for adjunct instructors

Summary of Issue:

Currently there is not enough office space dedicated for use by adjunct instructors. Some full-time instructors might be willing to share their offices with adjunct instructors, but his arrangement is unsatisfactory. If a room is vacated, it is quickly colonized by one program or another, leaving adjunct instructors without a place for student consultation.

Action Taken:

- 02/04/19: The campus issue was presented to the Executive Council. After discussion, the issue was referred to the Vice President's Review Team to provide recommendations for response.
- 03/26/19: VPA Carrie Bray responded to the campus issue, stating that the VP Review Team had decided in late February that the Instruction Office would get more information in an upcoming Dean's Council meeting. Additionally, Bray suggested that this issue may have a long-range solution, as campus space is very limited at this time. VPI Albert Garcia emailed instructional deans about their needs for adjunct office space. Deadline to submit responses about division needs for adjunct office space was March 29, 2019.
- 09/04/19: VPI Garcia updated Executive Council on division needs for adjunct office space, including the March 2019 email survey results. Executive Council discussed options for adjunct space. Several suggestions were made, and the Council will continue to discuss Issue. Current space on campus will be looked at while reconfigurations are occurring and decisions are being made.
- 09/05/19: Issuer updated via email by Malissa Kekahu.
- 05/03/21: Executive Council determined that all open campus issues would be discussed when Council meetings resume in fall 2021.
- 10/07/21: Executive Council reviewed open campus issues.
- 11/04/21: VPI Garcia updated Executive Council that the Vice Presidents Review Team (VPRT) is reviewing adjunct space requests and are actively working on CI 18-19-05.
- 02/03/22: Executive Council requested that M. Kekahu reach out to VPRT and ask for an update—to be provided at Council's March meeting.

- 02/09/22: M. Kekahu reached out to the VPRT via email and requested an update to be provided to Council's March meeting.
- 02/15/22: The VPRT team provided an update via email to M. Kekahu. VPI Garcia stated that the VPRT has tentatively identified space for adjunct offices and currently beginning preparations for how to furnish space for that purpose. Interim VPA Stephanie Smith concurred with VPI Garcia's update, and included that Operations is reviewing the set-up and furnishings of space due to the changes to—removal of—the space originally designated to the Office of Philanthropy.
- 03/03/22: Executive Council reviewed open campus issues. Update will be provided by M. Kekahu at April 07, 2022 meeting.
- 04/07/22: Executive Council was updated on VPI Garcia's email. Further clarification and details requested. VPI Garcia will be invited to May 5, 2022 meeting to discuss. Campus issue will be moved to an action item in May, pending VPI Garcia's update.
- 05/05/22: VPI Garcia updated council on progress, including that new spaces have been identified based on the following reasons: (1) A majority of need is for Behavioral and Social Sciences (BSS) adjunct space based on survey results from March 2019 (as discussed above), (2) due to the District centralizing foundation efforts, the Office of Philanthropy was closed, and (3) the Planning, Research, and Institutional Effectiveness Office (PRIE) has sought a larger space due to number of employees.

The VPRT has discussed and identified the following locations: (1) the PRIE Office will be moved to the old Office of Philanthropy (RHN 222), (2) Vicky Austin from the Office of Philanthropy will be provided a space to meet with donors on the third floor of the Learning Resources Center (LRC), and (3) the current PRIE Office (RHN 221) will be used as adjunct office space.

Executive Council recommends that the campus issue be closed with the following suggestion: Discuss 3rd floor location idea with Vicky Austin. Campus Issue 18-19-05 closed.

President's Response to Executive Council:

I have heard the discussion on Campus Issue 18-19-05.

To follow-up on this campus issue the following actions are directed in accordance with the Executive Council's recommendation: In coordination with the VPRT, Adjunct office space will be provided in Rodda Hall North (RHN) 221.



Michael Gutierrez, President

05/05/2022

Date