

Hawai'i Community College - College Council Meeting
Bldg. 388, Room 101(Manono Campus)
Palamanui – Site D-183
Friday, January 15, 2016
2:00-4:00 p.m.

MINUTES-Approved 2/12/16

Members present: Joni Onishi, Grace Funai, Joyce Hamasaki, Debbie Shigeoka, James Yoshida, Reshela DuPuis, Taupouri Tangaro, Claudia Wilcox-Boucher, Jeff Newsome, Mari Giel, Tiana Hirota, Jason Cifra, Noe Noe Wong-Wilson, Marty Fletcher (Palamanui), Kate Sims (Palamanui), Pearla Haalilio (Palamanui)

Guest present: Helen Nishimoto, Dave Loeding, Donna Madrid, Joel Peralto

Members absent: Violet Murakami, Monica Burnett, Caroline Naguwa, Trina Nahm-Mijo, James Schumaker, Kathleen Kotecki (Palamanui)

1. **Call to Order** Meeting called to order at 2:11p.m. by Chair Grace Funai

2. **Roll Call (sign-in sheet)**

3. **Approval of Minutes: December 4, 2015**

- Correction - Tangaro on Sabbatical not absent
- Motion made to approve minutes as amended made by Jeff Newsome, seconded by Reshela DuPuis

4. **Updates from Administration**

Interim Chancellor – Joni Onishi -See Report

- Shawn Flood will be involved in SSC and preparing data we need.
- SSH down 8.7%, students taking fewer credits lowers revenue from tuition and fee funds.
- We need a strategic enrollment plan that will align all other master plans.
- Students are not taking enough credits; scheduling, work, family is a challenge
- CERC will resume soon by Joyce
- Will be investing in a software for analyzing scheduling
- Grace Funai will be Coordinator for STAR registration
- Tangaro will be serving both HawaiiCC and UH-Hilo as Director of Protocols and overseeing implementation of Hawaii Papa O Keao.

Interim Vice Chancellor for Academic Affairs – Joyce Hamasaki

- See Report-CTE Deans report and combination with VCAA report

Vice Chancellor for Administrative Affairs – Jim Yoshida

- Shared Power Point presentation at the All College Meeting
- Tuition and fees based on last year's enrollment, SSH down 8%
- Budget based on projections

Vice Chancellor for Student Affairs – Jason Cifra

- Sue Dunwoody is the Veteran's Program Specialist. She will help with outreach, community partnership, training on veteran's issues and awareness.
- Movement on program focusing on Free College

Director, West Hawaii – Marty Fletcher

- More balanced enrollment on Mon/Wed and Tues/Thurs
- Working with involved parties; contractors, county.... fixing problem in kitchen to serve food to the public
- Rachael, Jim, Lisa Kaluna, safety, science teachers, and with systems help, Science classes started on Wednesday
- Working on getting a Casual Coordinator half time position
- Had a lot of visitors from the community, foundation, UH foundation, VP of development and John Morton, to meet with potential donors
- Hawaii Island Association has good idea on landscape. Will talk to Beth Sanders for programs in landscaping
- Feb 26 will have Palamanui campus dedication from 3:30pm by invitation and for students and staff.
- Feb 27 is open house to the public from 9:00am-2:00pm.
- Contacted by legislator and refer to systems, will ask about planning money for Phase II
- Waiting from systems office to have funds to fly over people from UH Manoa and UH West Oahu
- OCET will also be present at the open house. Make the community aware of what classes we have on the non-credit side

OCET – Debbie Shigehara

- Contacted by the transportation industry to prepare training for the shortage of CDL Drivers. Looking at a non-credit program modeling Leeward CC CDL program. Working on a grant to get a type A truck driving simulator to see if we can get funded. Grant is due in March.

Dean, Liberal Arts – Interim Caroline Naguwa

- In Dev Math Meeting

Dean, CTE – Interim Beth Sanders

- On Oahu

5. **Committee Updates (Joni)**

- Committee on Committees-No Report
- Faculty/Staff Development Committee-No Report from Leanne
- Assessment Committee-See Report from Resh
 - Looking for people to review various Assessment Management Systems (AMS).
 - Big Puka in receiving reports from the Units; Admin Services, Student Affairs.
 - Also looking for couple more people for Assessment Committee.
 - Assessment committee also reviews policies on assessment, annuals, comps, 20% COR Articulation. If anyone wants to join the committee to look at the policies, contact Resh.

6. **Unfinished Business**

- a. College Council Charter Revisions – Task Force meeting on Jan. 22.
 - Any revisions, suggestions, additions let your representative know. Grace will send out reminder who the representatives are. Hopefully by Feb. 12 the draft of proposed changes to bring forth to College Council.
- b. Blue Zones
 - Everybody walking on the small quadrangle. Back property was overgrown with weeds and POM mowed the lawn.
 - Halaulani has salad bar on Wednesdays
- c. ILO Change Procedures-ongoing-comments/proposals due Friday, January 15th
 - Shared on Google Doc
 - Committee needs to convene
 - Mission & Vision is also being revised
- d. Campus Concerns?? (Constituencies)
 - 2 HLS Title III grant positions had issues on filling the positions servicing native Hawaiians. Application for employment process is very long. Call Dean's office for status
 - Noe Noe expressed concern about losing permanent positions to other areas of the campus. Particularly positions listed on the personnel list distributed by Vice Chancellor Hamasaki. She will continue to meet with Chancellor Onishi and the Admin Team to address these concerns..

7. **New Business**

- a. Palamanui College Council meeting for Spring will be April 8, 2016

b. Initiatives from Mid-Term Accreditation Report

- We need to align all the different initiatives to one master plan

8. Announcements

- VP Morton created a council of Native Hawaiians. Council chair of 7 campuses to make decisions. Brings feedback to campuses. VPCC pays for travel. Will try to make this permanent.
- Merrie Monarch Parade on April 2. Will may have a float and a walking unit. After parade, a 75th campus Kauhale potluck at Wailoa State Park, family style.
- Also HawCC hosting Maui performing group from Merrie Monarch. Also in parade.
- HawCC new website will launch on January 25th.
- Next Meeting: Friday, February 12 @ 12:00pm in 388-101/Palamanui TBD

9. Meeting adjourned at 4:11p.m.

Recorded by: Lori Medeiros