

**Hawaii Community College
College Council Meeting Minutes
April 3, 2009
2 – 3:15 p.m.
Conference Room 6a**

Members present:

Guy Kimura (Chair), Rockne Freitas, Doug Dykstra, Mike Leialoha, Sara Narimatsu, Beth Sanders (vidcon), Noreen Yamane, John Cole (Lib Arts DC's rotation), Bob Duley, Marsha Okajima, Willow Aureala (vidcon), Mesepa Faauae (Student Gov't), Willow Aureala (vidcon)

Members Excused: Ellen Okuma, Joni Onishi, Jim Yoshida, Barbara Arthurs, Stephen Schulte,

Members Absent: Bill Affonso, Doodie Downs

1. **Call to Order:** Quorum established. Chair, Guy Kimura called the meeting to order at 2:05 p.m.
2. **Approval of minutes** – Minutes of the March 13, 2009, meeting was approved with one correction by Doug Dykstra. Item #4A. Colorado State currently will accept 27 credits from our Fire Science program with a possibility of 33, instead of 36. A motion to approve the minutes as corrected was made by Doug Dykstra and seconded by Sara Narimatsu. Motion passed unanimously.
3. **Chancellor's Update: Chancellor Freitas**
 - A. CIP update:
 - Hawaii CC: Senate has \$10 million: \$5 million for East Hawaii and \$5 million for West Hawaii. The House is zero. West Hawaii projects will depend on external funding.
 - Keaukaha School: \$8 million for new cafeteria.Need to watch for what the CIP ceiling will be and what items can be included in that ceiling.
 - B. Alternative Work Week options:
 - Proposal from HGEA. Four days work week, 10 hours a day. Reschedule staff on Monday and Friday.
 - Four-Nine-Four work week. Work 4 days, 9 hours a day, and 4 hours the last day. The campus will shut down early on Friday. The shortened work week can save money for the university. This is a very preliminary option.VC Leialoha added that the HGEA already has an approved Memorandum of Agreement for bargaining units 03 and 08.
 - C. IRS ruling:
 - Eliminate the possibility for someone who is retiring to come back to work as a part-timer. It is not certain for what period of time they

cannot come back to work. Waiting for more information. Effective date: January 1, 2010.

- D. Beth Sanders will serve on a committee for a system wide review of stimulus money. Her focus area will be in “green” programs.
- E. UXO Training:
 - Hawaii CC has been certified by the Federal government to do Unexploded Ordinance (UXO) training. This project is coordinated by Joni Onishi. The first class may begin in late June, with 20 students. It is five weeks for UXO training and one week for Haz Mat training. We are currently working on scholarship money. There are Technician I, II and III levels.
- F. There is a Senate concurrent resolution that will instruct the legislative auditor to do a study on a creation of another system and make recommendations to the Legislature. One system is for the community colleges and the other is for baccalaureate campuses. Institutions of similar missions will be grouped in their own system. It has crossed over to the House.

4. Academic Affairs Update: Doug Dykstra, VC for Academic Affairs

- A. Hawaii CC has a phone conference call on April 17, 2009, with ACCJC to present a substantive change request to recognize that Hawaii CC is offering more than 50% of courses in the AA degree via distance.
- B. At the last meeting of the Council Chief Academic Officers, a suggestion was made to go ahead on a proposal for Maui CC for a provisional Bachelor of Science degree in Electronics Engineering. The council requested that Maui CC work out an articulation agreement with Hawaii CC and Kauai CC that have electronics programs also. They will need to show the Board of Regents that there will be a smooth path from our A.S. degree to a Bachelors degree. The program will have selective admissions for students with an Electronic A.S. degree from Hawaii CC, Kauai CC and Maui CC.
- C. Lisa Hunter from UC Center Groups, Akamai program thru the Center for Adaptive Optics will be working with Sara Narimatsu and staff to establish a series of non-credit workshops for programs like Early Childhood Education. It would take courses and chunk it into non-credit workshops and then it can be put together with an exit assignment for students to take in order to show that they have achieved the student learning outcomes to receive credit for the course.
- D. Hawaii CC has asked the system institutional research office to identify more appropriate peer institution Hopefully all colleges will be working on new peer groups of comparison institutions that are taken by the UH Institutional Research Office as peer institutions that we compare Hawaii CC against. For example, if you want to look at graduation percentage rates, you can look at the statistics of your peers. However, the current Hawaii CC peer group is 11 years old and the information is not accurate. The peer group is also used for

a national comparative report called IPEDS. This is the foundational report that is used in the country to compare colleges.

5. Budget Update: Mike Leialoha, VC for Administrative Affairs

- A. Officially, the community colleges have not received any new reductions. The House did propose a reduction of \$25 million for UH Manoa only. Hawaii CC is safe this fiscal year, but will have to deal with it next year.

6. West Hawaii Update: Beth Sanders

West Hawaii is doing good.

7. Committee and Committee report: Joni Onishi

Joni Onishi said there is no report.

8. New Business:

A. College Hour Schedule for 2009-2010

There were no changes to the Schedule for College Hour Meetings. Chair, Guy Kimura sought a motion to approve the College Hour Schedule for 2009-2010. Motion made by John Cole, seconded by Sara Narimatsu. Approval unanimous.

B. Call for nomination for Council Chair for 2009-2010

The nomination for Council Chair is open from now till April 27, 2009. Joni Onishi will collect the names of nominees via e-mail. Please be sure the nominees have consented to the nomination.

Chair, Guy Kimura has volunteered to serve as Council chair for next year if elected. The Charter states that the Council chair serves for one year but can be reelected for a second term.

Elections will be on the next College Council meeting on May 1, 2009. The recommendation will be sent to Chancellor Freitas.

9. Old Business:

A. College Council Evaluation Summary

There were no changes to the College Council Summary of Evaluation Results, draft of 3/31/09. Chair, Guy Kimura sought a motion to approve the summary, Sara Narimatsu moved to accept, seconded by Mike Leialoha. Approval unanimous.

B. Campus Governance draft policy

Chair, Guy Kimura reviewed the changes made to Campus Governance draft policy. The changes proposed by the Academic Senate were minor changes that did not change the content of the charters and bylaws. A motion was made to accept the policy with the Academic Senate changes. Motion made by John Cole, seconded by Bob Duley. Approval unanimous.

C. College Learning Outcomes (CLO) Survey Results

The CLO survey results showed Models #1 and #3 were very close. The Assessment Committee propose to have a subgroup look at Models #1 and #3, and see how it can redo the model and better integrate the imperatives. The committee will present it to the college community and may present it to the College Council at the May meeting.

10. Future Agenda Items:

- A. Elections of Council Chair
- B. Faculty Staff Handbook (tentative)

11. Announcements:

- A. Chair, Guy Kimura was notified by VC Dykstra that a CERC meeting is scheduled for April 17 & 24, 2009. The committee will evaluate program reviews to make recommendations to the Chancellor. The College Council Chair or designee is on the committee roster. Chair, Guy Kimura will attend.
- B. John Cole announced that J.N. Musto from UHPA will have an Informational meeting on April 28, 2009 at 11:30 a.m. to 1 p.m. at UH Hilo in UCB 127.
- C. Sara Narimatsu announced two free workshops:
 - 1. NELHA and HELCO are presenting energy efficiency workshops at several locations around the island. The workshop at Hawaii CC will be on May 30, 2009. It is free for faculty, staff and general public.
 - 2. Apple Institute will be having computer training workshop at Hawaii CC for DOE and Community College's faculty and staff on May 21st and May 22nd. First come, first serve. See the PCATT website.

Information for both free workshops will be in the Chancellor's newsletter.

12. Next meeting is on Friday, May 1, 2009, 2-3:15 p.m., CR 6b (vidcon)
Recorder: Sandy Kama, Secretary, VC for Administrative Affairs

13. Meeting adjourned at 3 p.m.

Recorded by: Janice Watanabe