

**Hawaii Community College
College Council Meeting Minutes
September 12, 2008
12:00 to 12:45 p.m.
Conference Room 6B**

Members present: Douglas Dykstra, Barbara Arthurs, Mike Leialoha, Sara Narimatsu, Joni Onishi, Guy Kimura, Jim Yoshida, John Cole (Rotation for Liberal Arts DC's), Steve Schulte, Bob Duley, Donna Madrid, Willow Aureala (vidcon), Ellen Okuma, Georgialyn Morisako and guest Ashleigh Kahala-Giron (Student Government VP), Dorinna Manuel-Cortez for Noe Noe Wong-Wilson

Members Excused: Rockne Freitas, Noreen Yamane

Members Absent: Beth Sanders, Bill Affonso

1. **Call to Order:** Chair, Guy Kimura called the meeting to order at 12:00 noon.
2. **Approval of the August 22, 2008, minutes:** There were several corrections: Item #5. Budget Update: Mike Leialoha – HawCC's legislative budget reduction is \$75,416 and the Governor's restriction is \$83,179; Item #4. Academic Affairs Update: Douglas Dykstra – change the number to 450 to 475 instead of 400 to 475. Also revise statement to read "The college is working on a commitment to a five-semester, long-term scheduling plan for the night time AA program offerings for the college." A motion to approve the minutes as corrected was made by Barbara Arthurs and seconded by Ellen Okuma. Motion passed.
3. **Chancellor's Update:** *Chancellor Freitas*

Excused – no report
4. **Academic Affairs Update:** *Vice Chancellor Doug Dykstra*
 - Doug met with Bret Yaeger, Hawaii Tribune Herald regarding the enrollment increase. Leading the UH Community Colleges with 14% was HawCC. Our SSH increased 15.7% which equals 9.4 credits per student. The closest in SSH was Maui CC with 13.3%.
 - At the Deans of Instruction meeting on Oahu on September 11, John Morton informed the deans that the system will organize the Program Review for remedial/developmental courses for implementation in Fall 2009.
 - The Board of Regents will be meeting at HawCC on September 19. Listed as #8 on the agenda is HawCC's Follow-Up (Progress) Report. If there are any recommended changes, Doug will work on those changes.

5. **Budget Update:** *Vice Chancellor Mike Leialoha*

- The Governor indicated projections for the State is not good. President McClain issued limited budget freeze:
 - General-funded Positions:
 - Freeze does not apply to instructional positions
 - Affects 10 to 15 non-instructional positions not currently under recruitment.
 - 15 non-instructional positions that are currently under recruitment will continue until the positions are filled.
 - May impact g-funded casual hires, 89-day civil service hires, and student employment. ***Mike will check for further clarification.***
 - Will have no impact on out-of-state travel, equipment purchases and vehicles.

This mandate is for the current month and will be reviewed monthly. We may anticipate cuts, depending on State revenues.

6. **West Hawaii Update:** *Beth Sanders*

No report

7. **Committee on Committees report:** *Joni Onishi*

The summary of the list of volunteers for the various committees has been submitted to the Chancellor's Office.

Barbara Arthurs mentioned that some of the committees require membership of faculty nominated by the Faculty Senate.

Joni Onishi will provide the Chancellor's Office with the Committee on Committee Handbook for an accurate description of the membership of the various committees.

8. **New Business**

a. Strategic Plan Assessment (Douglas Dykstra)

Doug reported that we are in the preliminary stage of the campus Strategic Plan. The SP has yet to be completed and approved. The Financing Plan has not been explained as to how each activity will be financed. We need to identify which activities will be budgeted within or through the Biennial Budget Request process. The SP also has to be reviewed by the HawCC Administration, College Council, Academic Senate, and Student Government.

Ellen Okuma also added that any changes to the UHCC system SP will impact the campus SP.

John Morton will be visiting HawCC sometime in October.

It was decided that the task force is not needed until the SP draft is reviewed for evaluating and reporting of college progress.

b. Guidelines for Handling a Disruptive Student (Barbara Arthurs)

Barbara announced that after receiving input from West Hawaii, she is requesting for a postponement on College Council approval. Recommendations were received to include the West Hawaii and satellite sites. DOSS will post the changes on the faculty/staff listserv before voting.

A motion was made to place the Guidelines for Handling a Disruptive Student on the agenda for next month's meeting. Moved by Barbara Arthurs, seconded by Bob Duley. Motion was passed to defer this item to next month's agenda.

9. Future Agenda Items

a. Guidelines for Handling a Disruptive Student (Barbara Arthurs)

10. Announcements

- a. Barbara shared the draft of the HawCC Guidelines Regarding Children of Our Students. She received input from the General Counsel. Recommendations were made to change "Outside of Rooms on Campus," Item #4. Skateboarding....not limited to minors." Another recommendation was to change "Inter-generational Activities – Exceptions" to "Extra Curricular Activities."
- b. Filipino Heritage Month – October. Barbara announced that the event kick-off is scheduled for October 1 with a special lunch menu of Filipino cuisine offered at the HawCC Manono Cafeteria. Activities are planned during the month of October that includes displays, entertainment, speakers and a film. A recognition dinner to recognize employees of Filipino ancestry will be sponsored by UH Hilo at the end of October.
- c. John Cole reported that UHPA submitted the new contract proposal in May. Employer in late August responded to UHPA's May 23 contract proposal with a counterproposal. Highlights of the employer's counter-proposal include NO CHANGE in salary, and a "reasonable suspicion" drug-testing policy, et al.
- d. Georgialyn Morisako, Student Government President, announced that the Mayoral Forum was a success and will be aired on Channels 51-55. Upcoming events include the campaign for donations for West Hawaii.

**11. Next meeting Friday, October 10, 12-1:15, CR 6B (Vidcon)
Recorder: Cathy Arita, Secretary, OCET**

12. Meeting adjourned at 12:45 p.m.

Recorded by: Doris Chang, Secretary, Office of the Chancellor