

Hawai'i Community College - College Council Meeting
MINUTES – Approved 12/4/15
Friday, November 6, 2015
2:00-3:45 p.m.
Bldg. 388, Room 101(Hilo) & D-183 (Pāalamanui)

Members present: Noreen Yamane, Grace Funai, Tiana Koga, Kenneth Fletcher, Kathleen Kotecki, Pearlā Haalilio, Reshela DuPuis, & Jeff Newsome (at Pāalamanui)
James Yoshida, Joni Onishi, Caroline Naguwa, Claudia Wilcox-Boucher & Mari Giel (at Hilo)

Guests present: Joel Peralto, Randi-ann Tokeshi, Andrea Rice

Members excused: Taupouri Tangaro, Jason Cifra, Joyce Hamasaki, Chris Manaseri, Debbie Shigehara

Members absent: Monica Burnett, Trina Nahm-Mijo, James Shumaker

1. **Call to Order:** Meeting called to order at 2:05 p.m. by Chair Grace Funai

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

3. **Corrections & Approval of October 9, 2015 Minutes:**

- Kathy Kotecki listed twice; she was 'present' so will be removed from 'excused'.
- Dupuis on #3, 4th bullet misspelled; should be spelled with capital 'P'
- Motion made to approve Minutes as amended by Reshela DuPuis. Seconded by Kathleen Kotecki.

4. **Updates from Administration:**

Chancellor – Noreen Yamane

- See Attachment 1: "*Chancellor's Report to the College Council, November 2015*"
- Developmental Education (Dev Ed) Initiative
 - Chancellors unanimously voted to accept the Initiative with revisions that address students who are placed in the lowest level Math 1 and English 18/19 and also address students in CTE programs.
 - Students placed one level below Eng 100 or Math 100 will have one semester to complete the remedial course and the 100 level course.
 - Students placed in more than one level below, will have one year to complete the remedial course(s) and the 100 level course.
 - Policy will be adopted and implemented effective Fall 2016.
 - Campuses who are not compliant with initiative will not receive Performance Based Funds. Funds withheld from non-compliant campuses will be redistributed to campuses that implement the policy.
 - Estimated amount that Hawai'i CC receives of Performance Based Funds is \$700K.
 - The next step is to plan it out—see what resources we have and what the college's need are to implement the policy.
 - Faculty representatives on the Council requested to meet with VP Morton regarding policy.

Vice Chancellor for Academic Affairs – Joni Onishi

- See Attachment 2: *College Council Meeting, VCAA Report, Friday November 6, 2015*
- See Attachment 3: *Change to Curriculum and Catalog Deadlines*
Curriculum changes for both the 2016-2017 catalog and the 2017-2018 catalog will take place in spring 2016.

Vice Chancellor for Administrative Affairs – Jim Yoshida

No report

Vice Chancellor for Student Affairs – Jason Cifra

No report

Director, West Hawaii – Marty Fletcher

- Pālanui Updates:
 - took possession and operation of the kitchens on November 06, 2015
 - cabinets installed in the laboratories
 - purchases for science equipment going through at OPPRM
 - currently working to obtain temporary lab space at the NELHA facility
 - parking lot is almost done

OCET – Debbie Shigehara

No report

Dean, Liberal Arts – Chris Manaseri

- See Attachment 4: *LAPs Dean Report to College Council – November 2015 meeting*

Dean, CTE – Joyce Hamasaki

No report

5. Committee Updates

- Committee on Committees
See Attachment 2, VCAA Report, Item #5
- Faculty/Staff Development Committee
See Attachment 2, VCAA Report, Item #6
- Assessment Committee – *Reshela*
Two more training sessions scheduled next week

6. Unfinished Business

a. College Council Charter Revisions – Grace Funai

- So far task force committee members are: Reshela DuPuis, Tiana Koga, Brian Hirata, Darrell Miyashiro, Jessica Lerma, Luane Ishii, Monica Burnett, and Joyce Hamasaki.
- Still looking a representative from Pālanui, another representative from Liberal Arts, and a representative from Admin. Affairs. If you know anyone who wants to volunteer or if you want to volunteer, please contact Grace.
- First meeting will be scheduled within a few weeks.

b. Strategic Directions 2015-2021 update – Noreen Yamane

- See Attachment 5: *Hawai'i CC Strategic Directions 2015-2021 DRAFT dated 11-2-15*
- Ho'olulu Council (via email submitted by NoeNoe Wong-Wilson to the Council) has requested more time to review the Draft.

- Reshela DuPuis motioned to table endorsement to the next College Council meeting on December 4, 2015. Kathleen Kotecki seconded the motion.
- Ho‘olulu Council will be notified that feedback is due to Noreen by November 20.
- Council Chair Grace Funai will send an announcement on the List Serve that Draft #2 is available and any comments or feedback is due on the Google Drive doc by November 20.
- Draft #3 will be available for endorsement by Academic Senate when they meet on November 25.

c. Blue Zones

- VC Jason Cifra has volunteered to coordinate our campus group meeting and has sent an email to schedule next meeting.

d. ILO Change Procedures

- No comments/feedback/concerns from Council members regarding proposed procedures to review/change ILOs.
- Reshela DuPuis motioned to approve the ILO Procedures document as presented to the College Council. Tiana Koga seconded the motion. Council voted: Unanimously passed.
- Following the proposed timeline, the next step is College Council will host wala‘au sessions to discuss suggested revisions to the mission, vision, ILOs and IUOs by the larger campus community.

e. Campus Concerns?? (Constituencies)

- No comments noted from College Council reps

7. New Business

- Instead of a holiday activity, a college activity tabled for early spring agenda.

8. Announcements

- Next meeting Friday, December 4 @ 2:00 p.m.

9. Meeting adjourned at 3:45 p.m.

Minutes recorded by Luane Ishii