

**Hawai'i Community College - College Council Meeting**  
**MINUTES - DRAFT**  
**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 Wright

**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, 4<sup>th</sup> 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 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**

- Pālanuui 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 Pālanuui, 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*