

**HAWAI'I COMMUNITY COLLEGE**  
**College Council**  
**Conference Room 6A, West Hawai'i /CISCO Lab (polycom)**  
**May 6, 2011**  
**2:00PM - 3:15 PM**  
**Recorder – Dorinna Manuel-Cortez**

**Minutes**

**Members Present:** Noreen Yamane, Joni Onishi, Mike Leialoha, Debbie Shigehara, Jim Yoshida (polycom), Dorinna Manuel-Cortez (chair), Gwen Kimura, Bill Affonso, Monica Burnett (vice-chair), Beth Sanders (polycom)

**Members Excused:** Christine Quintana, Bobby Yamane, Steve Cline, Guy Kimura, Ellen Okuma, Taupouri Tangaro

**Members Absent:** LBRT DC, Wilt Watanabe, Kanoe Case

- 1. Call to Order – Chair Dorinna Manuel-Cortez called the meeting to order at 2:06 PM.**
- 2. Welcome – Chair Dorinna Manuel-Cortez welcomed members to the meeting and thanked them for their attendance.**
- 3. The Minutes from April 8, 2011 were approved.**
- 4. Closing the Loop updates**
  - a. The council discussed and provided feedback regarding how units/programs have implemented various action strategies for Strategic Outcomes Goal E. See attached Excel spreadsheet for a compilation of feedback received regarding action strategies for all Strategic Outcomes Goals.**
  - b. Beth suggested that the college record and track its environmental footprint via a footprint calculator. Mike said he would look into it.**
  - c. The Grape Ape stands for Awareness, Personal Involvement, Encouragement, and Enthusiasm**
  - d. Evaluation of the ILOs has and the formation of a sub-committee to do so has been tabled until the 2011-2012 academic year**
  - e. Tangaro proposed a survey re: ILOs to distribute to graduates prior to commencement. The proposed survey was approved by acclamation as there was not quorum for a vote. It was suggested that pencils be provided and an edit**

be made to Your primary campus: \_\_\_\_HawCC to Your primary campus:  
\_\_\_\_Manono

- f. The Four College goals were discussed and discovered on the Hawaii CC website. Click on Assessment, then Resources, then scroll down to HawCC Campus Goals -  
[http://hawaii.hawaii.edu/assessment/Resources/resource\\_page.htm](http://hawaii.hawaii.edu/assessment/Resources/resource_page.htm)
  - g. Chancellor Noreen shared a list of the groups that have met in wala‘au sessions, including Remedial/Developmental, Grants, all units and programs. Remedial/Developmental and AtD want to continue to meet. She has not met, yet, with the student groups due to internal issues or with the College Council and Academic Senate chairs due to scheduling challenges. There were no further suggestions for wala‘au sessions for the academic year.
5. Chancellor’s update – *Interim Chancellor Noreen Yamane*
  6. Academic Affairs update/Committee on Committees – *Interim Vice Chancellor Joni Onishi*
    - a. Assessment Committee request training and support for Units, so bringing in Terri Manning, tentatively June 22-24
  7. Administrative Affairs update – *Vice Chancellor Mike Leialoha*
    - a. Most of the budget picture continues to look the same as presented by John Morton.
    - b. There is still no word as to how UH will deal with the contract administrative leave days
  8. Student Services update – *Interim Vice Chancellor Jim Yoshida*
  9. West Hawai‘i update – *Interim Director Beth Sanders*
  10. Kauhale update – *Taupouri Tangaro*
  11. Staff Development report – *Staff Development Coordinator, Monica Burnett*
    - a. There will be two workshops on May 9<sup>th</sup>, “Teaching via Video Conference” presented by Catherine Kawada from ITS, Academic Technologies from 8:30 to 11:30am in Conference Room 6B and “Kihei Printing Workshop” from 1:30 to 5:00pm in the Cafeteria.
    - b. Staff Development is working to schedule “Contract Renewal and Tenure & Promotion” workshop with Sandra Uyeno, HR Director UHCC System before the semester ends.
  12. Unfinished business
    - a. College Hour – The College Hour Schedule was distributed at a previous meeting;
    - c. Recorders for 2011-2012

13. **New Business**  
*None*
14. **Future Agenda items**  
*Please submit a Proposed Agenda Items Form to the Chair at least two weeks prior to the date of the College Council meeting at which you would like the item discussed.*
15. **Announcements**
  - a. **Lehua Lei O Hilo**
16. **Next meeting, Friday, August 26, 2011, 2:00 PM to 3:15 PM, Location CR 6A**  
**Recorder: TBA**
17. **Adjourn**