

College Council End-of-Year Report  
2017-2018

**Membership**

<b>Chair</b>	Deseree Salvador
<b>Vice Chair</b>	Carrie Mospens

<b>Ex-officio</b>	
<b>Chancellor</b>	Rachel Solemsaas
<b>VC Academic Affairs</b>	Joni Onishi
<b>VC Student Affairs</b>	Dorinna Cortez
<b>VC Admin Affairs</b>	Ken Kaleiwahea
<b>Director of Continuing Ed</b>	Jessica Yamamoto
<b>Director W Hawaii</b>	Marty Fletcher
<b>Dean, LibArts</b>	Melanie Wilson
<b>Dean, CTE</b>	<b>VACANT</b>
<b>CONSTITUENCIES</b>	<b>REPRESENTATIVES</b>
Career and Technical Education,	Donna DeSilva
Liberal Arts Department,	Department Chairs on rotation: Trina Nahm-Mijo, Marilyn Bader, Violet Murakami Caroline Naguwa or Pam Scheffler
Academic Support,	Neva Supe-Roque
Student Services	Larissa Leslie
Administrative Affairs	Tennile Kephardt
Continuing Education & Training, Apprenticeship	Richard Cowan
University of Hawai'i Center, West Hawai'i,	Laurel Gregory
Academic Senate Chair,	Sam Giordanengo
ASUH-HawCC President,	Treven Mukai
Ho'olulu Council Chair	Ku'u'ulei Kanahele
Kauhale	Taupouri Tangaro
Office of the Chancellor	Thatcher Moats
Assessment Coordinator	Reshela DuPuis

## Meetings

Generally scheduled for the first Friday of each month, ten meetings were scheduled for the 2017-2018 academic year. After losing quorum halfway through our first meeting, an email vote for vice-chair election needed to be held. At the same time a reconsideration of the onerous ten-member quorum rule was reconsidered. After discussion via email, a proposal to amend the charter for a more realistic, 50%+1 quorum was passed the following month. Thereafter, except for the October meeting, quorum was always achieved. Finally, the October meeting was rescheduled to the 20th due to the tenure and promotion deadlines, while May was cancelled due to earthquakes and a possible tsunami.

## Documentation

All meeting minutes, agendas and corresponding documents can be found in the College Council blog under [archive](#)

## Highlights

- Our first meeting September 8 was notable for finalizing the previous year's unfinished business as there had been no quorum for the last two months. This included minutes, the new-year college hour schedule and updates on a College Climate Survey for employees which had begun the previous year. By the end of the meeting we did not have quorum so were not able to vote on our vice chair appointment. Had email ballot.
- The College Climate Task Force disseminated to all staff, faculty and administration a second year survey, mirroring the first years' questions on work-life. The intent was to gauge change, focusing on those areas which showed the greatest increase or decrease during the ensuing year. A next-steps strategy was proposed, and the Force will continue its work in 2018-19
- The October 20 participants discussed quorum rules so the College Council could be more productive and participatory. The vote was done via email ballot. This meeting also marked the beginning of the Institutional Capacity Assessment Tool (iCAT) discussion from the Chancellor which continued through implementation and analysis. ICAT captured perceptions of the College's ability to serve student success in seven areas.
- Preparing for iCAT and accreditation reporting, Chancellor's "leadership team," met throughout the year to discuss the the institutional planning process as one of the recommendations for QFE. The All-college day in March was spent, in part, addressing our iCAT designated "capacity" issues with the entire College workforce.
- The Budget, College Climate Task Force, and Assessment division kept members up-to-date throughout the year.
- In the April, meeting members discussed various policy modifications and additions, including the Pets on Campus which we were to vote on in our last meeting.

- As the final meeting of the year was cancelled, the policy amendments were approved via email ballot.



