

College Council Meeting Minutes – APPROVED

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| <p>Date: September 11, 2020 Time: 12:00 noon - 2:00p Location: Zoom</p> | <p>Representative Members Present: Jeff Fujii - Chair, Reshela DuPuis - Vice Chair, Laurel Gregory, Tennille Kephart, Akeamakamae Kiyuna, Alan Ku, Larissa Leslie, Trina Nahm-Mijo, Helen Nishimoto, Christine Quintana, Beth Sanders, David Tsugawa</p> <p>Ex-officio Members present: Rachel Solemsaas, Kei-Lin Cerf, Dorinna Cortez, Kenneth Kaleiwahea, Joni Onishi, Melanie Wilson, Jessica Yamamoto</p> |
| <p>Call to Order: 12:07p By: Jeff Fujii, Chair Minutes: Tennille Kephart, Larissa Leslie</p> | <p>Guests: Anne Chung, Cade Jameson, Calla Luera, Callie Villanueva, Carrie Kuwada Phipps, Carrie Mospens, Chip Michels, Claudia Wilcox-Boucher, Craig Mitchell, Daniel Loo, Darryl Vierra, Debbie Weeks, Donna Madrid, Glenn-Dee Kuwaye, Harold Fujii, Ian Shortridge, Jeanne Batallones, Jennifer Sims, Jesna Nissam, Jessica Justo, Josh McDaniel, Kalehua Kukahiko, Kaleopono Quintana, Kanoe Lambert, Kapena Landgraf, Karen Crowell, Kate De Soto, Kenoa Dela Cruz, Kesha Kubo, Kimberley Stevens-Suguitan, Kristine Kotecki, Kulia Salavea, Laura Hall, Leanne Urasaki, Lew Nakamura, Lisa Fukumitsu, Lissandra Baldan Jenkins, Lorianne Fukui-Stoos, Luria Namba, Luzviminda Miguel, Mari Giel, Mary Washington, Meidor Hu, Melany Ayudan, Michelle Phillips, Monica Burnette, Nancy Kunishige, Nate Roberts, Naveen Siriah, Noel Tagab-Cruz, Sam Giordanengo, Sandra Claveria, Sara Vogel, Shannon Burke, Shawn Sumiki, Sheena Mathews, Sherise Tiogangco, Stephen Schulte, Tanya Dean, Tiana Hirota, Toni Cravens Howell, Tori Hiro, Vivian Chin, Wailani Walker</p> |

| Topic | Discussion | Action/Person Responsible | Target Date |
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| 1. Call to Order | Meeting called to order at 12:07p | | |

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| 2. Ascertain Quorum | Quorum met (10) | No action required | |
| 3. Chancellor's Update (Rachel Solemsaas) | <p>a. Deepest gratitude for being engaged and actively participating with Budget Zoom meetings/google forms and department meeting. Thanks to Mary and KAIAC for compiling feedback.</p> <p>Workforce For Water. Working with Maui College and Kaua'i CC in pursuing a Department of Labor grant. Hawai'i Budget and Policy Center: hibudget.org/blog/infrastructure-projects-stimulus-recession-hawaii</p> <p>UHCC Strategic Planning Council includes Rachel Solemsaas, Helen Nishimoto, and David Tsugawa. Strategic Planning Council presentation: https://drive.google.com/file/d/1k6gkROKhcN5gNWPKTLt8fq_aSwzv1Snc/view</p> | | |
| 4. Budget discussions (Vice Chair DuPuis) | <p>a. KAIAC compiled the 600+ comments received during the budget discussions and on the budget form. Three categories: Reducing Expenses, Increasing Revenue, and Innovation/Other Ideas. Comments specific to a person or program were not included.</p> <p>Summary Memo: https://docs.google.com/document/d/1hJLtM9eBv80myVwnltI4-fuQ-mxvEsGFdyHSn6hllz8/edit?usp=sharing</p> <p>VP UHCC Erika Lacro has left it up to the campuses to decide what they provide to her; they are looking for collaborative and forward thinking ideas. VP Lacro is expecting the report today.</p> <p>Motion to move this forward as it is. (H. Nishimoto / D. Tsugawa)</p> <p>A suggestion was made to put a disclaimer that "Because of the short turnaround time to put the doc together, there are small errors and inaccuracies which will be corrected when the doc is revised. But the main ideas are valid." (or something like that)</p> <p>Call for the question. (C. Quintana)</p> | <p>Motion carried Aye - 13 (Solemsaas, Onishi, Kaleiwahea, Cortez,</p> | |

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| | <p>Vice Chair DuPuis: There is some discussion in the chat.</p> <p>Kō was specifically mentioned in the memo due to the number of comments that referenced the Kō campus.</p> <p>Chancellor Solemsaas reported that she will share her cover memo with the Kauhale. She also stated that UH Officers / Administrators are looking for big ideas from the campus discussions. VP Lacro will probably bring it to the Strategic Planning Council and Chancellors. Chancellor Solemsaas will bring it to the College Council, Academic Senate, ASUH.</p> <p>Point of Order. (H. Nishimoto) When C. Quintana called for the question, a vote should have been taken to vote on the motion or to continue discussion.</p> | <p>Yamamoto, Wilson, Sanders, Nahm-Mijo, leslie, Kephart, Gregory, Nishimoto, Kiyuna) Nay - 2 (Quintana, Ku) Abstain - 2 (Cerf, Tsugawa)</p> | |
| <p>5. Approval of the minutes – May 01, 2020 - att. x</p> | <p><u>Motion to approve the May 01, 2020 minutes.</u> (A. Ku / H. Nishimoto) Motion carried unanimously by voice vote.</p> | <p>Motion carried</p> | |
| <p>6. Approval of the minutes – August 28, 2020 - att. x</p> | <p><u>Motion to approve the August 28, 2020 minutes.</u> (D. Tsugawa / C. Quintana) Motion carried unanimously by voice vote.</p> | <p>Motion carried</p> | |
| <p>7. Committee Reports</p> | <p>a. Assessment Committee (L. Namba) No report. Looking for new members from CTE, Student Affairs, GSSS.</p> <p>b. College Effectiveness Review Committee (CERC) (J. Onishi) Soliciting memberships from different areas.</p> <p>c. Committee on Committees (CoC) (J. Onishi / M. Phillips) Trying to convene, waiting on a vote from DSA.</p> <p>d. Faculty and Staff Development Committee (M. Phillips) Annual Report shared. Thank you to Leanne for her hard work with the shirt and logo</p> | | |

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| | <p>wear order, members that helped with PD funding requests and new employee orientation events.</p> <p>e. Kauahale Analytics and Intelligence Advisory Committee (KAIAC) (M. Washington) Budget discussion, working on campus climate, data dictionary, updates on the KAIAC website.</p> | | |
| 8. Old Business | <p>a. Update from Financial Aid (D. Cortez) Report shared for Financial Aid and DSA: https://drive.google.com/file/d/1HIBKDjcNicK_qZ2dWSpXoX2yOoFceLf7/view?usp=sharing</p> | | |
| 9. New Business | <p>a. 2020 faculty and staff College Climate Survey (M. Washington) KAIAC is a volunteer advisory committee that discusses areas of interest and data management. Works with the office of KAI in the development and enhancement of various data tools, including the future data dictionary. Review and analyze data surveys, assist in the maintenance of data quality. 10 committee members, Mary Washington - Chair / Jason Santos co-chair. College Climate Survey - Identify strengths / areas of improvements, measures year to year progress.</p> <p>Proposal to College Council:</p> <ol style="list-style-type: none"> 1. Would College Council agree to implement a 2020 Faculty & Staff College Climate Survey? 2. If yes, would College Council refer the survey to KAIAC for action? <p>M. Washington will follow up with H. Nishimoto regarding the inclusion of students.</p> <p>b. COVID Update (VCAS Ken Kaleiwahea / VCSA Dorinna Cortez) Thank everyone for what they (Cortez and Kaleiwahea) have experienced while being COVID point of contacts. Faculty members are being very diligent with response to students that have been exposed or show symptoms related to COVID. Check-in app is a valuable tool.</p> | <p>Representatives: Get feedback from constituents</p> | |

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| | <p>Any questions/ concerns email: hawcccovid@hawaii.edu. Kaleiwahea and Cortez are monitoring the email and will respond as soon as possible.</p> <p>COVID website: https://hawaii.hawaii.edu/covid-19/phased-reopening#reporting Kaleiwahea discussed How to report a case or potential exposure. By reporting to designated campus contacts it allows them to do proper case management per cdc guidelines. Allows them to identify those in close contact (those within 6 feet of those that tested positive for longer than 15 minutes). Protocol to isolate, get tested while in isolation and monitor symptoms. Process is highly confidential, and respect everyone’s individual privacy, please report concerns you may have, and they will help you work through the process.</p> <p>c. Steering Committee - Discussion of the transition of the steering committee functions (Chair Fujii / Chancellor Solemsaas) Composition of Steering Committee: College Council Chair and Vice Chair, Academic Senate Chair and Vice Chair, ASUH-HawCC President and Vice Presidents (Manono and Palamanui), Ho’olulu Council Chair, Vice Chancellors, and Chancellor. Focused on 2 areas: 1. Support different workgroups that had to address logistics for reopening. 2. Vetting and sounding board for CARES funding requests. CARES 1 is for students, CARES 2 is for institutional support >\$1, CARES 3 is for NH serving and AANAPISI institutions.</p> <p>Proposal to College Council: Requesting feedback on whether to continue with the current setup or change. Going forward, will continue to focus on 2 areas: 1. Continuity with COVID planning - continuing adjustments for fall, still getting directions from System, and planning for spring. 2. CARES funding must be spent by May. The Steering Committee started to meet more than once per month.</p> | <p>Representatives: Get feedback from constituents</p> | |
| <p>10. For the Good of</p> | <p>a. C. Quintana requested that the College Council Charter be reviewed. For instance,</p> | | |

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| <p>the Order</p> | <p>according to the charter, the agenda should be sent five working days prior to meeting.</p> <p>b. C. Quintana: Virtual Career Fair - September 17, 2020 https://uhccjco.wixsite.com/careerfair</p> <p>c. R. Solemsaas: Kauhale moment of silence in honor of Associate Professor James Schumaker, Math Faculty.</p> | | |
| <p>11. Adjourn</p> | <p>Motion to adjourn. (C. Quintana / A. Ku) Meeting adjourned at 2:07p.</p> | | |