

COLLEGE COUNCIL MINUTES - April 16, 2021 -- WORKING DRAFT

<p>College Council Meeting Minutes April 16, 2021, 2:00 - 4:00 pm Location: Zoom</p> <p>Meeting Agenda</p>	<p>Chair: Jeff Fujii Vice Chair: Reshela DuPuis</p> <p>Representatives: Kaleo Pilago, Alan Ku, Tennille Kephart, Pamela Scheffler, Christine Quintana, Helen Nishimoto, Beth Sanders, Larissa Leslie, Laurel Gregory, David Tsugawa, Beth Sanders</p> <p>Ex-Officio Members: Jessica Yamamoto, Joni Onishi, Ken Kaleiwahea, Kalei Haleamau-Kam, Dorinna Cortez, Rachel Solemsaas, Melanie Wilson</p> <p>Guest: Kim Stevens-Suguitan, Tagi Qolouvaki, Harold Fujii, Calla Luera, Grace Funai, Daniel Loo, Sheena Mathews, Kristine Kotecki, Nadine Uina, Leanda Mamo Bernabe, Kesha Kubo, Callie, Carrie Mospens, Debbie Weeks, E.K. Flores, Lew Nakamura, Michelle Phillips, Lorianne Fukui-Stoos, Naveen Siriah, April Kualii-Neal</p>
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Topic	Discussion	Action/Person Responsible	Target Date
<p>1. Call to Order: 2:04p</p> <p>By: Jeff Fujii Minutes: Alan Ku</p>	<ul style="list-style-type: none"> ● Meeting will not be recorded. ● Keep video and mic off unless speaking ● Use chat whenever possible 		
<p>2. Ascertain quorum</p>	<ul style="list-style-type: none"> ● Chair Jeff Fujii ascertained quorum. 	Jeff Fujii	
<p>3. Approval of Minutes:</p> <p>March 12, 2021. Draft</p>	<ul style="list-style-type: none"> ● Motion to Approve: <ul style="list-style-type: none"> ○ Motion: Alan Ku ○ Second: Beth Sanders ○ Discussion: None ○ Nay: 0 ○ Abstain: Pamela Scheffler, Helen Nishimoto 	Motion carried with 2 abstentions	

<p>4. Reports A. Chancellor's Update</p>	<p>4. Reports A. Chancellor's Update 1. Social injustice & equity a) Called to action 1 year ago b) Sought council from members of the kauhale (1) Includes: Tagi Qolouvaki, Ryan McCormick, Noel Tagab-Cruz, Jeanne Batallones, Kalei Haleamau-Kam (2) There is a need for this kind of work for us. We build upon these efforts and provide support for social justice and equity (3) Professional opportunities in social justice and equity. If interested, contact Kalei haleamau@hawaii.edu 2. Celebrations and Opportunities a) BOR meeting highlighted HawCC Kauhale contributions b) Chocolates are back ordered because so many are giving mahalo bars and statements of gratitude. Over 350 mahalo messages c) Congratulations to Lew (Nakamura) and Chip (Michels)</p>		
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<p>B. DSA Update - DSA College Council Update 2021-04-16</p>	<ul style="list-style-type: none"> (1) Partnership with Hawaii Rise for a vertical farming grant and mobile container to teach precision agriculture d) Mahalo to Joni, Lew, and many others supporting the Ka'u Dream Project <ul style="list-style-type: none"> (1) Supports Hawaii education to employment pathways with Ka'u Highschool (2) Building on the automech pathway with Kealakehe High school. Those students are graduating this year with a degree e) Project Vision: NSF application due in October. Hui is looking into drone technology f) Construction technology <ul style="list-style-type: none"> (1) expansion into CTE programs at Kohala, Konawaena, Paho (2) Affiliation agreement for tiny model homes with construction tech at the high school level g) Mahalo to everyone for their resiliency <p>B. DSA Updates</p> <ol style="list-style-type: none"> 1. Dorinna: See attached. 2. Up 9.3% in enrollment in headcount 3. Reminder: End of the year celebration. Record number of nominations. May 6, 2021 4. Billy Kenoi named alumni of the year. 		
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<p>C. Committees</p> <p>a. Assessment Committee</p> <p>b. College Effectiveness Review Committee (CERC)</p> <p>c. Committee on Committees (CoC)</p> <p>d. Environmental Sustainability Committee (ES)</p>	<p>C. Committees - Announcement: Jeff will be sending out end of year reports from the committees</p> <p>a. Assessment Committee</p> <ol style="list-style-type: none"> 1) Assessment committee is meeting regularly, currently a small team, hoping for more on the team next year 2) 4 response memos completed, 3 on Monday, 6 more in process hoping to be completed before end of semester <p>b. College Effectiveness Review Committee</p> <ol style="list-style-type: none"> 1) Joni: Meeting weekly. Groups almost done completing response memos <p>c. Committee on Committees</p> <ol style="list-style-type: none"> 1) Joni: Policy Haw3.301 <ol style="list-style-type: none"> (1) pre-reading (2) coming back to it in new business <p>d. Environmental Sustainability Committee</p> <ol style="list-style-type: none"> 1) Debbie: Met last week, most members are involved in Earth Day. 2) Looking for a co-chair 3) Also looking for the following representatives: APT, Palamanui, Student 		
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<p>e. Faculty and Staff Development Committee (FSD)</p> <p>f. Kauhale Analytics and Intelligence Advisory Committee (KAIAC)</p> <p>g. Community Participation Committee</p> <p>D. Task Force updates</p> <p>a. COVID Steering Task Force</p>	<p>e. Faculty and Staff Development Committee</p> <ol style="list-style-type: none"> 1) Michelle: One more event coming. 2) Still unknown if docs are required to be electronic 3) Last event is a kauhale event <ol style="list-style-type: none"> a) Virtual escape room b) Teams of up to 4 4) David: confirming system is staying with electronic document submittal <p>f. Kauhale Analytics and Intelligence Advisory Committee</p> <ol style="list-style-type: none"> 1) None <p>g. Community Participation Committee</p> <ol style="list-style-type: none"> 1) None <p>D. Task Force Updates</p> <p>a. COVID Steering Task Force</p> <ol style="list-style-type: none"> 1. Met in March 2. Building system in Kauli to streamline process 3. CRRSSA <ol style="list-style-type: none"> (1) requests available for summer and fall (2) If funds remain, also Spring 2022 		
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<ul style="list-style-type: none"> b. Leadership Cohort task force c. CoCo Charter Review Task Force - Charter Working Draft i. Proposed Updated Charter 	<p>4. HEERF III - ARPA</p> <p>(1) \$4M total, ½ of which needs to go directly to student aid, other ½ for the institution</p> <p>5. Regarding concerns on CARES and other funding, look to website for more info and transparency.</p> <p>(1) Goes over various funding sources, reports to federal government, people on the committees, expenditures vs encumbrances. General breakdown of budget</p> <p>b. Leadership Cohort Task Force</p> <p>1. No updates</p> <p>c. CoCo Charter Review Task Force</p> <ul style="list-style-type: none"> a) Jeff: See Charter Working Draft developed by task force b) Resh: This is a first reading. Today is for changes and comments to go out to constituents. c) Motion to accept amendments shown in this document <ul style="list-style-type: none"> (1) Motion: Kaleo Pilago (2) Second: Alan Ku 		
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<p>d. QFE - First Year Experience Task Force</p> <p>e. QFE - Integrated Planning Task Force</p>	<p>suggestions from ASU for inclusion in the draft proposal</p> <ul style="list-style-type: none"> (1) Motion: Larissa Leslie (2) Second: Helen Nishimoto (3) Kaleo accepts amendment (4) Discussion: None (5) Nay: None (6) Abstain: Laurel <p>e) Voting on amended motion: Motion for council to accept the suggestions from ASU for inclusion in the draft proposal</p> <ul style="list-style-type: none"> (1) Nay: None (2) Abstain: David Tsugawa <p>d. QFE First Year Experience Task Force</p> <ul style="list-style-type: none"> 1) Joni: been meeting and planning for <ul style="list-style-type: none"> (a) Soft launch in Fall 2021 (b) Hard launch in Spring 2022 <p>e. FYE initiative Fall 2021, some done over summer</p> <ul style="list-style-type: none"> 1. QFE Integrated Planning <ul style="list-style-type: none"> a) Grace: Shared slides. b) Found inefficiencies & trying to improve c) Conversations back in February and March. Report based on recommendations. d) Need more training opportunities and education 		
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<p>5. Old Business</p> <p>A. Policy Updates/Review</p> <p>a. HAW 7.102 Guidelines for Handling a Disruptive Student (current version) 2020-11-24</p> <p>i. HAW 7.102 Handling a Disruptive Student Revision (DRAFT with markup)- CARES team has reviewed and made revisions on this draft PDF version of mark-up: https://drive.google.com/file/d/1_IQnPwgCyu5oOczQ</p>	<p>e) QFE splitting into sub committees</p> <p>(1) Proposal development</p> <p>(2) Education</p> <p>f) 2023 implementation</p> <p>g) Question to council: does council have suggestions to fill vacant spaces in sub committees?</p> <p>(1) Michelle question: are these formal committees or task forces?</p> <p>(2) Grace answer: Task force</p> <p>(3) Resh: This is a college council task force</p> <p>5. Old Business</p> <p>A. Policy Updates/Review</p> <p>f) HAW 7.102 Guidelines for Handling a Disruptive Student</p> <p>g) Resh: this is a second reading, looking to approve or not approve. CARES team has revised this document</p> <p>h) Motion to accept policy</p> <p>(1) Motion: Christine Quintana</p> <p>(2) Second: Melony Wilson</p> <p>(3) Discussion: None</p> <p>(4) Nay: Helen Nishimoto</p> <p>(5) Abstain: None</p>	<p>Motion carried with 1 nay</p>	
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B. Schedule for College Meetings [2021-2022](#)

C. Academic Senate proposal:
Haw 9.209 Emeritus Policy

B. Schedule for College Meetings [2021-2022](#)

- i) See updates in red
- j) Rachel question: change “End of Year Breakfast” to “End of Year Celebration?”
- k) Change April 8 to April 29, swap kauhale day and staff development
- l) Pamela question: is kauhale day also the non-instructional day?
- m) Rachel: no, that is usually in Spring Break
- n) Pamela: First Friday in March usually non-instructional day
- o) Resh: vote next meeting to allow for review
- p) Christine question: is March 4 non-instructional? Maybe a better title is “non-instructional day?”
- q) Jeff: will do research and come back to it next meeting
- r) Larissa: [Academic calendar notice from President Lasner](#). 2022, May 4 is last day of instruction

C.

revision

[haw9-209Emeritus 2020rev](#)

D. Proposal for a new
Standing Committee:
[Accreditation Steering
Committee](#)

5. New Business

A. Nomination for Vice
Chair AY21-22

D. Proposal for Accreditation Steering Committee

- (1) Kalani question: where are we on this process?
- (2) Resh: Second reading, but changes were made. We could vote or extend
- (3) Motion to Accept
 - (a) Motion: Rachel Solemsaas
 - (b) Second: Christine Quintana
 - (c) Discussion: if approved today, will go in the charter in black
 - (d) Nay: none
 - (e) Abstain: none
 - (f) Will be creating the committee

5. New Business

A. Nomination for Vice Chair AY21-22

- 1) Helen nominates Lorianne Fukui-Stoos
 - a) Helen comment: didn't ask Lori, just thought she would be a good fit
- 2) Larissa nominates Christine Quintana
- 3) Christine accepts nomination

Motion carried
unanimously

Nominations
for Lorianne
Fukui-Stoos,
Christine
Quintana

<p>B. Policy update HAW 3.301 College Committee Structure (CoC)</p> <p>a. Current policy</p> <p>b. Proposed Draft with mark-up</p>	<p>4) Lori accepts nomination</p> <p>4:01pm Jeff: can I have a motion to continue our meeting for another 30 minutes?</p> <p>A. Motion to continue for 30 minutes (1) Motion: Christine Quintana (2) Second: Larissa Leslie (3) Discussion: none (4) Nay: none (5) Abstain: none</p> <p>B. Policy update HAW 3.301 College Committee Structure</p> <p>1) See doc 2) Major modifications are to streamline process 3) Highlights deadlines</p> <p>C. Motion: Future college council meetings include written reports from admin in minutes</p> <p>1) Motion: Helen Nishimoto 2) Second David Tsugawa 3) Discussion:</p>	<p>Motion carried unanimously</p> <p>FYI</p> <p>Motion carried unanimously</p>	
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<p>7. Adjournment</p> <p>Next College Council Meeting May 7, 2021 from 2:00p – 4:00p</p>	<ul style="list-style-type: none"> a) Resh: we usually add a link in other reports. Do we want to just add a link? b) Beth: wanted this to try to make minutes accurate c) Rachel question: does this force all admins to provide a report or just who has a report? d) Jeff: Just those who have a report, for accurate reporting 4) Nay: none 5) Abstain: none <p>2. Motion: A budget report be given at least every other month at college council</p> <ul style="list-style-type: none"> a) Motion: Helen Nishimoto b) Second: None c) Motion does not move forward <p>3. Motion to adjourn</p> <ul style="list-style-type: none"> a) Motion: Rachel Solemsaas b) Second: Alan Ku <p>4. Meeting adjourned at 4:33pm</p>	<p>Motion not Seconded</p>	
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