

**COLLEGE COUNCIL MINUTES - Feb 11, 2022**

<p><b>College Council Meeting Minutes February 11, 2022</b> 12:00 - 2:00 pm</p> <p>Location: via Zoom <a href="#">Zoom registration link</a></p> <p><a href="#">AGENDA Feb 11, 2022</a></p>	<p><b>Officers</b> Chair: Resh DuPuis Vice Chair: Neva Supe-Roque Previous Chair: Jeff Fujii</p> <p><b>Representatives</b> Laurel Gregory, Meidor Hu, Ākea Kiyuna, Alan Ku, Larissa Leslie, Daniel Loo, Thatcher Moats, Esther Nathanson, Kim Stevens-Suguitan (ASUH proxy), David Tsugawa</p> <p><b>Ex Officio</b> Rachel Solemsaas, Ken Kaleiwahea, Melanie Wilson, Christine Quintana, Kalei Haleamau-Kam, Kei-Lin Cerf, Jessica Yamamoto, Kalani Flores, Taupouri Tangaro</p> <p><b>Guests</b> Lissandra Baldan Jenkins, Monica Burnett, Anne Chung, Toni Cravens Howell, Tanya Dean, Daniel Fernandez, Harold Fujii, Grace Funai, Pearla Haalilio. Ian Hirakawa. Robyn Kalauli, Kristine Kotecki, Kesha Kubo, Nancy Kunishige, Glenn-Dee Kuwaye, Kanoe Lambert, Calla Luera, Aimee Maclennan, Callie Martin. Carrie Mospens, Tiffany Naea, Kawehi Nguyen, Jesna Nissam, Michelle Phillips, Noel Tagab-Cruz, Sherise Tiogangco, Nadine Uina, Sara Vogel, Brenda Watanabe, Debbie Weeks, Claudia Wilcox-Boucher, Jessica Yeung</p>
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Topic	Discussion	Action/Person Responsible	Target Date
1. <b>Call to Order:</b> 12:06 p.m. By: Reshela DuPuis	<ul style="list-style-type: none"> <li>● Meeting will not be recorded</li> <li>● Please keep video and mic off unless speaking</li> </ul>		

Minutes: Ākea Kiyuna	<ul style="list-style-type: none"> <li>● Use chat whenever possible</li> </ul>		
<b>2. Ascertain quorum</b>	<ul style="list-style-type: none"> <li>● Chair ascertained quorum</li> </ul>	Resh DuPuis	
<b>3. Approval of Minutes</b> <ul style="list-style-type: none"> <li>● <a href="#">College Council MINUTES, Jan 14, 2022 DRAFT</a></li> </ul>	<b>Motion to Approve:</b> <ul style="list-style-type: none"> <li>○ Motion: Chancellor Rachel Solemsaas</li> <li>○ Second: Esther Nathanson</li> </ul> <b>Discussion:</b> <ul style="list-style-type: none"> <li>● No discussion</li> </ul>	<b>Vote</b> Unanimously adopted	
<b>4. Chair's Update</b>	<ul style="list-style-type: none"> <li>● Vote coming up for Vice-Chair position <ul style="list-style-type: none"> <li>○ Orlo Steele will not be able to be in attendance today</li> </ul> </li> <li>● ASUH President, Jeff Yamauchi, unable to be here today <ul style="list-style-type: none"> <li>○ Proxy: Kimberley Stevens-Suguitan</li> </ul> </li> <li>● Welcome Christine Quintana in her new role as a voting member of College Council (Interim VCSA) <ul style="list-style-type: none"> <li>○ Volunteered to continue helping in this meeting, so she will be monitoring the chat and member roster.</li> </ul> </li> </ul>		
<b>5. Administration Reports</b> A. Chancellor's Update Rachel Solemsaas  <a href="#">Chancellor's Update Feb 11, 2022</a>	<u>Understanding our Working Adults, USDOE College Scorecard</u> <ul style="list-style-type: none"> <li>○ Working Adults</li> <li>■ Mahalo to Jason Santos who has been working with Hawai'i Data Collaborative</li> </ul>		

	<ul style="list-style-type: none"><li>■ Analysis and simulated analysis</li><li>■ Based on 2020 Census Data</li><li>■ Provide a different lens on how we look at our working adults</li><li>■ Population aged 18-44 that have no college experience (i.e. HS diploma or less)<ul style="list-style-type: none"><li>● Breakdown by district on Hawai'i Island</li><li>● More males than females</li><li>● Household compositions<ul style="list-style-type: none"><li>○ Single head of household vs Married head of household</li><li>○ Dependents</li></ul></li><li>● Labor Force Participation<ul style="list-style-type: none"><li>○ Unemployed, employed, out of labor force</li><li>○ Higher rate are employed</li></ul></li><li>● Where are they employed<ul style="list-style-type: none"><li>○ Top industries in which they are employed</li></ul></li><li>● Socio-Economic Status<ul style="list-style-type: none"><li>○ Poverty and ALICE (Asset Limited Income Constrained Employed Status)<ul style="list-style-type: none"><li>○ Almost 60% are ALICE + poverty</li></ul></li></ul></li><li>● Housing Security<ul style="list-style-type: none"><li>○ Percent rent burdened</li></ul></li><li>● Ethnicity or Race<ul style="list-style-type: none"><li>○ Native Hawaiian, Pacific Islander, Filipino</li></ul></li></ul></li><li>■ Able to see their employment and ALICE status</li></ul>		
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**QUESTION:** Where does this data live so that we can go back and look at it?

**ANSWER:** Link is in the Chancellor's Update Google Doc

- Also linked in the College Council Agenda
- USDOE College Scorecard
- Average Annual Cost → \$11,430

**QUESTION:** Why is it higher for us than other CCs

**ANSWER:** Function of both cost of living (higher on neighboring islands) and student distribution by living arrangement

Telework Update

- FAQs (link in the Chancellor's Update Google doc)
- VP Erika Lacro tasked Chancellors of Community Colleges with outlining their campus philosophy
- We are always adapting and evolving.
- Learn through experience to balance the continuity and operations that we support publicly and virtually.
- How we mālama and care for members of our Kauhale

- Administrators are asked to consider requests for Spring semester and give us a chance to see how we're managing in this semester.
- Let's open again for Summer and assess in May
- Those who are part of a unit, we want to see the unit plan in terms of continuity of service
- Consider 1-2 days of telework for now
- So that we can see the impact on services
- If there are pandemic reasons (i.e. tested positive for COVID), due to CDC guidelines and continuity of services, you can telework
- No forms are needed, but you need to use COVID telework
- Seek medical accommodations for non-covid related medical conditions (acute vs chronic)
- Need to complete forms and provide a work plan

#### PELL FOR ALL

- PELL has been available for justice involved students
- Trump administration lifted the ban for justice involved students after the passing of CRRSSA
- Will start by Fall 2023
- Opportunity to apply to be the last cohort
- Sent in a letter of interest to see if HawCC can be an experimental site
- If so, we need to submit a 10-page application of what that would look like by March
- Equitable Need-Based Aid (Hosted by UHCC)

- Hawai'i's Landscape → how much do we prioritize need-based aid
- Investments are among the lowest in the nation
- Strategy Labs
- Key Questions asked
- Process and Research
- Recommendations

**HEERF**

- Mahalo to the COVID-19 Steering Committee
- Received about \$11mil
- Technical error in COVID funding
- Opportunity to possibly receive \$2mil more in funding
- First 2 allocations will be expiring this semester unless a No-Cost Extension is given
- Operating like we will not be given an NCE
- Expend all funds so that funds do not need to be returned
- New guidelines have been provided by the Feds for the use of HEERF funding
  - Guidelines are listed in the Chancellor's Update
  - COVID Mitigation
  - Student Basic Needs
  - Enrollment and Re-enrollment
  - Forgiving institutional debt

- Expanding programs that lead to in-demand high-quality jobs
- US DOE Best Practice Clearinghouse
- How other states and institutions are utilizing HEERF funding

**QUESTION:** Labs for STEM are behind in terms of equipment and resources. Hoping to eventually introduce more science relevant type classes (i.e. Oceanography, Sustainability, etc). Can HEERF funding be used to purchase equipment and lab needs?

**ANSWER:** Yes. Work closely with your DC. DOE said that anything that you can articulate and justify as affected by COVID, please request it.

**QUESTION:** Could funds be used to support students for summer school? Maybe credit “make up” since many students have failed or withdrawn from classes.

**ANSWER:** Yes, the new guideline #3 for enrollment and re-enrollment. The DOE does not differentiate between terms, such as Summer. So, it does fit that requirement.

**QUESTION:** FYE when does funding need to be expended by?

	<p><b>ANSWER:</b> For CARES and CRSSA, it will end June 2022. Will try for an NCE, which will extend it for another year. ARP, under the Biden administration, will expire this year but we have not done an NCE before, so that has a higher likelihood of being extended and will potentially have until Fall 2023 to expend those funds.</p>		
<p>B. Interim VCSA Update Christine Quintana</p>	<ul style="list-style-type: none"> <li>● Mahalo to Dorinna and DSA for helping with transition into new role.</li> <li>● Next week, there will be an equity campaign to support students with their needs. <ul style="list-style-type: none"> <li>○ Application process</li> <li>○ Will be sent to students</li> <li>○ Quick way to get funding to our students</li> <li>○ The campaign will run every week, so please have our students check their emails so they can apply for this funding</li> </ul> </li> <li>● Urgent Student Relief Fund <ul style="list-style-type: none"> <li>○ Available and application is open</li> <li>○ Committee reviews applications</li> <li>○ Another option for students to get support due to their studies being impacted by COVID</li> </ul> </li> <li>● Master outreach calendar <ul style="list-style-type: none"> <li>○ Will be prepared and disseminated so we can see where outreach is happening islandwide.</li> </ul> </li> </ul>		



	<ul style="list-style-type: none"> <li>○ If any faculty or staff want to jump on to the outreach opportunities, you'll know when outreach is happening</li> <li>● New counselor will start at Pāalamanui, on February 14. Her name is Precious Precious Mae Atendido.</li> </ul>		
<p>C. VCAS Update Ken Kaleiwahea</p>	<p><u>Travel Policy Update</u></p> <ul style="list-style-type: none"> <li>○ Technical information about employee inter-island, out of state travel</li> <li>○ Travel freeze is still in effect</li> <li>■ Out-of-state travel</li> <li>● Submit request to Chancellor</li> <li>● Request will be forwarded to VPCC Erika Lacro for approval</li> <li>● If approved, then it will go to President Lassner for the exception to travel out of state</li> <li>■ Interisland Travel</li> <li>● Restriction using tuition and fees as well as general funds</li> <li>● Chancellor can approve inter island travel, but the request still needs to be forwarded to President Lassner to use the funds</li> <li>■ Extramural projects (i.e. grants)</li> <li>● Not impacted by the travel freeze</li> <li>○ Put requests in early and in a timely manner so that it can move through all of the levels of approval</li> </ul>		

	<ul style="list-style-type: none"> <li>■ If you do have any travel coming up, plan and get the requests in before starting your procurement</li> </ul> <p><b>QUESTION:</b> Does all travel still need approval from VPCC Lacro?</p> <p><b>ANSWER:</b> Yes, all travel. VPCC Lacro still wants to approve interisland travel as well.</p>		
<p>D. VCAA Update Melanie Wilson <a href="#">Remote Online Proctored Testing Guidelines</a></p>	<p>Please see linked document.</p> <p>Further information for instructional faculty and instructors:</p> <ul style="list-style-type: none"> <li>○ Asynchronous online courses are not allowed to have any in-person, face-to-face contact, at all, including tests</li> <li>■ If you require this, then your modality needs to be listed as hybrid</li> <li>■ Came up when students on other islands or states taking our asynchronous courses had this requirement to come to campus for an exam</li> <li>○ Questions came up because we do not have clear guidelines on this</li> <li>○ If, in the Fall, you have a 100% asynchronous course with no meetings, but you wish to have a face-to-face requirement, you need to list the class as a hybrid class.</li> </ul>		

- It will be programmed into Banner that way so that students know what to expect
  - Asynchronous courses that require synchronous meetings
- Sometimes, instructors will require a Zoom, remotely proctored exam. Individually scheduled exam with the testing center.
- This type of class needs to be listed as a blended class
  - We do not have a special Banner code for blended.
  - Blended → Instructor is teaching part of the class in meetings every week on Zoom and the rest of the class is done asynchronously. Everything is scheduled so that the student knows when they will be meeting.
  - Individual tests, or individual regular meetings with the students → It needs to be listed in the notes or comments in the course

**QUESTION:** Do we know yet what it's going to look like on the schedule of classes to be able to differentiate between the hybrid, blended and asynchronous?

**ANSWER:** Hybrid is a separate code.

**QUESTION:** So does part of the course show as WWW and then also having scheduled meeting times?

**ANSWER:** This is BLENDED; for any asynchronous class that requires students to come on to campus and have some sort of blended meetings, it needs to be put in the notes or comments.

**QUESTION:** Students were free to schedule their proctored exam for my asynchronous course over several days. If they were unable to complete it during testing center hours, they could schedule with the instructor (Debbie Weeks). Does this still need to be more complicated by adding more banner codes? Can we just all have an awareness.

**ANSWER:** These are System guidelines about what an asynchronous course is. So we will be following System guidelines.

**COMMENT,** Brenda Watanabe: Experience this semester is that my course is asynchronous, but I do have one meeting a month. It was put in the notes for the courses. On different Wednesdays for all three classes. What happened in banner is that it blocked off all Wednesdays in the student's schedule, which showed a time conflict with other classes. If one day is put in, then it could block off all days.

**VCAA:** Going forward, we will not put in proctored exam dates. Instead, it will be listed in the notes section of the course.

	<ul style="list-style-type: none"><li>● Remotely Proctored Testing Guidelines<ul style="list-style-type: none"><li>○ Working on this since last November with the Testing Center folks, DCs. Has been through a lot of editing and vetting</li><li>○ Needed something like this because of the different types of tests that instructors were trying to have remotely proctored</li><li>■ The testing centers were not able to accommodate</li><li>■ As a result of COVID, the number of proctored tests being requested increased exponentially (1400% increase)</li><li>○ We are the only college in the UH system that is still offering the full range of testing services</li><li>■ Also offering services to students from all UH institutions</li><li>○ Changes being implemented at a number of UHCC testing centers:<ul style="list-style-type: none"><li>■ Limiting services and hours</li><li>■ Restrictions to services</li></ul></li></ul></li></ul> <p><b>QUESTION:</b> How does the UH policy of forbidding required video consultations/office hours and limiting proctored tests align with federal requirements about student ID authentication for asynchronous classes?</p> <p><b>ANSWER:</b> UH Policy does not require proctored exams. Student authentication via Lulima.</p>		
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	<p><b>VCAA:</b> Some things to keep in mind for remotely proctored exams:</p> <ul style="list-style-type: none"> <li>■ Testing times are not guaranteed to be available. It is recommended that you have flexible open periods for your exams.</li> <li>● Students inevitably choose the last day and last time of the open exam period set for them by their instructors. <ul style="list-style-type: none"> <li>○ Look through the document and look through the chart to see what is allowed and not allowed.</li> </ul> </li> <li>■ Linked in the agenda</li> </ul> <p><b>COMMENT:</b> Alan Ku: A lot of students are also working professionals, so they really appreciate longer and open period to complete exams.</p>		
<p>E. Committee Updates/Overviews</p> <p>a. Environmental Sustainability Committee (ESC)</p> <p><a href="#">Environmental Sustainability Committee Report Spring22</a></p>	<ul style="list-style-type: none"> <li>● ESC Met has met a few times tis semester, usually first Thursdays.</li> <li>● Have been working on getting a solar electric vehicle charger on Manono campus <ul style="list-style-type: none"> <li>○ Contract is in the works and hopefully we'll have the charge in a few months → Expected to be installed in April</li> </ul> </li> <li>● Cardboard Shredding on campus <ul style="list-style-type: none"> <li>○ The College currently pays for this service, but we are evaluating to see how we can get this going before that contract comes up for renewal again.</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"><li>■ Hoping that we can do our own cardboard shredding to use for mulch (AG program) and get rid of this expense.</li><li>● Campus recycling<ul style="list-style-type: none"><li>○ Trying to see if we can get the students more involved</li></ul></li><li>● Sustainability website redesign<ul style="list-style-type: none"><li>○ It would be nice to have a more dynamic site to help get the word out about different events and groups</li></ul></li><li>● Lā Honua Earth Day Fair is this April 2022</li><li>● Food Security Fair<ul style="list-style-type: none"><li>○ Hope other faculty, staff and students have more interest in this</li><li>○ Have a fair where master gardeners and campus partners who have expertise who can help people in the community have their own gardens</li></ul></li><li>● Campus Garden<ul style="list-style-type: none"><li>○ Want to bring this back</li><li>○ For continuity, we need commitment from faculty and staff to ensure that it doesn't go to weeds and get ignored</li></ul></li><li>● Community Garden<ul style="list-style-type: none"><li>○ Utilizing Ag properties</li><li>○ Those who do not have the space to have their own garden can have access to this</li></ul></li></ul>		
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**F. Task Force updates**

a. QFE - Integrated Planning Task Force - Grace Funai

[QFE-IP Shared Governance in the Budget Allocation Process](#)

- Looking at institutional effectiveness and budget allocation process
- Plan to redesign the process for our campus
- Through Kauhale discussions we found that we do not need to completely overhaul our current system, but refine/strengthen it
  - With the help from the Kauhale, we identified pukas and are working on solutions to make the process more efficient and transparent
- Hope to have changes to propose at the March Council meeting, including proposal for a Kauhale Budget Allocation Committee
  - composed of faculty and staff
  - for review and prioritization of “one-time” budget asks
- QFE committee will conclude this year, but this budget allocation committee can become the task force in the coming year
  - Proposing for next AY
  - Identify interested task force members by the end of this year
- Holding another talk-story session
  - To hear comments, concerns, suggestions moving forward with the strategic plan
  - Friday, 18 February 2022, 9am - 10:30am
  - Grace will send out an email announcement for this



	<ul style="list-style-type: none"> <li>■ Google Document will be made available to share comments and suggestions if you are unable to attend this talk-story session</li> <li>● Please take the plan out to your constituents</li> <li>○ Council members will be asked to vote on the proposal in the next couple of months</li> </ul>		
<p><b>6. Old Business</b></p> <p>A. Selection of Vice-Chair to replace Christine Quintana for remainder of Spring 2022.</p> <p>Nominees are Orlo Steele and Neva Supe-Roque.</p>	<ul style="list-style-type: none"> <li>● <b>Motion:</b> Laurel Gregory</li> <li>● <b>Second:</b> Christine Quintana</li> <li>● <b>Discussion</b></li> </ul> <p><b>QUESTION:</b> ASU Rep just texted VCAA Wilson to ask her to vote on the Rep's behalf as her proxy, is this allowed?</p> <p><b>ANSWER:</b> The Charter states that Reps need to inform the Chair before the start of the meeting with the name of their proxy; also, the VCAA already has her own vote as an ex officio. So, Wilson cannot vote on behalf of the ASU division.</p> <p>Votes sent by private chat to former Vice-Chair Quintana.</p> <p><b>Vote Result:</b> Neva Supe-Roque will be the College Council Vice-Chair for the remainder of AY 2021-2022.</p>	<p><b><u>Vote</u></b></p> <p>7 - Neva Supe-Roque 5 - Orlo Steele 1 - Abstain</p>	
<p>B. Open motion (deferred from Jan 14, 2022): "To help with the transition to a new</p>	<ul style="list-style-type: none"> <li>● <b>Motion:</b> Esther Nathanson</li> <li>● <b>Second:</b> Melanie Wilson</li> </ul>	<p><b><u>Vote</u></b></p> <p>11 - Yay 2 - Nay</p>	

<p>College Council Chair, motion to extend the current College Council Chair's term for one year during AY 2022-2023 to help new Vice Chair to start in AY 2023-2024." (Tsugawa/Solemsaas)</p>	<ul style="list-style-type: none"> <li>● <b>Discussion</b></li> </ul> <p><b>QUESTION, Alan Ku:</b> Resh, are you willing and able to lead the College Council for another year?</p> <p><b>ANSWER, Resh DuPuis:</b> Yes, I'm willing to serve another year. I'm concerned that it will take more than just a couple of months for the new Vice-Chair to get acquainted with this position and all the duties and responsibilities involved. However, I remind the members that the Charter assumes chairs will serve for one year only. This is a special situation and Representatives should vote as their constituents prefer.</p> <p><b>Vote Result:</b> Reshela DuPuis will serve a second term as College Council Chair.</p>	<p>Motion carries</p>	
<p>C. Proposal re-opened (tabled/deferred from Dec 3, 2021):  <a href="#">Request for College Council meetings to be recorded</a> -  ASU Rep Sandy Kama</p>	<ul style="list-style-type: none"> <li>● <b>Motion:</b> Ākea Kiyuna</li> <li>● <b>Second:</b> Larissa Leslie</li> <li>● <b>Discussion</b></li> </ul> <p><b>QUESTION:</b> What we're voting is not to open the proposal, but to decide on whether the meetings will be recorded or not?</p> <p><b>ANSWER, Chair:</b> Yes. We need to go forward with consideration of this proposal. A vote of Yes, means</p>	<p><b>Vote</b>  3 - Yay  6 - Nay  2 - Abstain</p> <p>Motion does not carry.</p>	

that we will record future meetings. A vote of No, means that we will not record future meetings.

**COMMENT**, Christine Quintana: Does this need to go to secret ballot or is this something that is a simple yay or nay vote? In the past, we would vote publicly, so should we vote out loud?

**COMMENT**, Toni Cravens: Since this proposal keeps being revisited, but doesn't seem like the original proposer has been able to attend when the discussions are happening, maybe we should allow the proposer to be able to be at College Council when this is being voted on so that she can argue her side.

**RESPONSE**, Chair: That's a good point. If someone wants to amend the motion on the floor, then we could do that.

**COMMENT**, Christine Quintana: I feel the same way, that any proposal that comes to the floor, the proposer needs to be present. It may not be appropriate to vote on this at this time. Does table mean end discussion?

**RESPONSE**, Chair: Table means that you are tabling it without a future meeting being identified. Defer means we move it to a specific meeting date.

**QUESTION**: If the motion is stated to defer, request that the proposer be informed of that decision so that

	<p>she can attend the meeting and give the council more information.</p> <p>Chair asked for any amendment(s) to the original motion. No amendment to the motion was offered. Motion stands for vote as originally stated (see above):</p> <p><b>Vote Result:</b> Moving forward for the rest of this year, the College Council meetings will not be recorded.</p>		
<p>7. New Business</p> <p>a. ACCJC 2022 Mid-term Report, Draft - Kalani Flores <a href="#">2022 Midterm Draft1 - Hawai'i CC</a></p>	<p><u>ACCJC 2022 Mid-term Report</u> is due this year – this report falls between the two major institutional evaluation reports (2018 and 2025)</p> <ul style="list-style-type: none"> <li>○ The report is linked in the agenda</li> <li>○ It's an update on where we are at from the last report and what we have been doing in addressing recommendations in that report</li> <li>■ Anything that is highlighted in yellow are things that need to be checked for accuracy and further reviewed in the midterm report</li> <li>■ Hyperlinks to be checked are in turquoise</li> <li>■ Red are the required parts that need to be addressed</li> <li>● Missing certain data that needs to be inputted from our College as well as the system</li> <li>● Overall review of the report: <ul style="list-style-type: none"> <li>○ Commendations</li> <li>○ Plans arising from self-evaluation report</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"><li>■ Identified in 2018 report of things that were still in progress or still needed to be done</li><li>● Things that the college identified through the process of the 2018 report</li><li>● Timeline was set up</li><li>■ Still need to show evidence<ul style="list-style-type: none"><li>○ Institutional reporting on quality improvements</li></ul></li><li>■ Things that college has to report on in response to the self-evaluation team's recommendations</li><li>■ Fortunately, our college had no compliance requirements</li><li>● In the 2012 report, we had certain compliance requirements and we had to do reports every year up until the 2018 report</li><li>■ Two recommendations<ul style="list-style-type: none"><li>● To help improve our institutional effectiveness:</li><li>● Strengthen the link between assessment data and resulting analysis in order to support student learning and student achievement</li><li>● Monitor the completion rate of evaluations for Civil Service and APT employees by evaluating all personnel systematically in stated intervals</li></ul></li><li>■ Some work has been done and some data still needs to be inputted into the report<ul style="list-style-type: none"><li>○ System recommendation</li></ul></li><li>■ Received the system's response and it has been inputted in the report</li><li>○ Reflection on Student Learning Outcomes and Institutional Set Standards (ISS)</li></ul>		
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	<ul style="list-style-type: none"> <li>■ System has a UHCC policy 4.203</li> <li>● Identifies 8 standards that each CC is going to be evaluated by</li> <li>● Attachment 1 Standard Definitions and Targets</li> <li>○ Each CC identified with certain goals as well as baseline goals for each item</li> <li>● Example: Course Completion</li> <li>○ System set a baseline for HawCC Course Completion of 70%</li> <li>○ Aspirational value (2018-2019) was set at 75%</li> <li>○ Actual performance (2018-2019) was actually 77%</li> <li>■ Coincides with report that needs to be submitted to ACCJC annually</li> <li>● Annual Report and Fiscal Report</li> <li>● Some of that data will also be included in the mid-term report</li> <li>■ Suggestion: Section in the policy where each campus is responsible for reviewing the annual results and using the results in program planning and resource allocation as appropriate, as well as disseminating the results within the campus and make the results available to the general public.</li> <li>● Proposing that there should be a formalized review period of the standards, maybe by College Council</li> <li>○ Scheduled time for these to be reviewed</li> <li>○ Set up plan on how we're going to improve it, if we need to</li> </ul>		
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	<ul style="list-style-type: none"><li>○ College Council is in a place to do so</li><li>○ QFEs is the last part of the report</li><li>● Proposing</li><li>○ On the March 11 and April 8 agendas, that we have an accreditation steering committee report</li><li>■ Have all data by March meeting, approve by April meeting</li><li>○ College Council look at formalizing or scheduling a review of these reports, especially the ISS</li><li>○ For QFEs, we need to accelerate the process</li><li>■ COVID put a delay on things, but we only have 3 years to complete the report</li><li>■ We need to be in implementation mode by next AY so that we can evaluate it in 2024.</li><li>■ <b>COMMENT:</b> What Grace presented in the QFE-IP report, that seems to be what they are proposing. We are moving on them and just need to make sure we have our reporting in order.</li><li>● If anyone has any comments on the mid-term report, please make comments in the mid-term report</li></ul> <p><b>Comment, Chair:</b> Ask accreditation steering committee to have a written proposal for the formalizing/scheduling of these reports, so Council can consider and vote at a future meeting.</p>		
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	<p><b>QUESTION:</b> Will our campus review of Policy 4.203 have any effect on how UHCC creates the new policy moving forward?</p> <p><b>ANSWER, Kalani:</b> Question was posed to UHCC as to where it is at. The policy ended in 2021, so now the system needs to re-do and revise the policy, which would mean creating new benchmarks.</p> <p><b>ANSWER, Rachel:</b> It is the timing of when we will all be updating our strategic plan. We are kind of in limbo because we are in that phase. Will check with VPCC Erika Lacro on the timing of this and where we are at. Once the ISS are updated it will be embedded in the strategic plan.</p> <ul style="list-style-type: none"> <li>■ Once the data is shared in the Fall 2022 we can make a plan and create action for the Spring 2023.</li> </ul>		
<p>b. Enrollment Summit, Feb 25th - Chancellor Solemsaas <a href="#">Enrollment Spring 2022</a></p>	<p><u>We need to come up with enrollment solutions</u></p> <ul style="list-style-type: none"> <li>● We need to demonstrate that we are meeting the educational needs of our island</li> <li>○ The Spring numbers does not look like we are <ul style="list-style-type: none"> <li>■ Down 369 students compared to Spring 2021</li> <li>■ It is a phenomenon for the neighboring islands, but we had the largest decline in enrollment</li> </ul> </li> </ul>		



	<ul style="list-style-type: none"><li>● Participate in the conversations and meetings to come up with solutions in your areas and cross-collaboratively</li><li>○ Enrollment summit</li><li>■ Come up with a campus plan that we are going to commit to so that we can turn it around by Fall 2022</li><li>○ 2 types of solutions</li><li>■ Immediate action</li><li>■ Impactful, strategic and effective solutions</li><li>○ 4 areas</li><li>■ College and Career</li><li>● We have demand</li><li>● College Going Rates have been low, even pre-pandemic</li><li>○ Most of our high schools are below the state average</li><li>● Dual Credit College Going Rates</li><li>○ Could be an enrollment solution</li><li>● Returning Adults</li><li>○ Those who got an incentive to come back to us left us once again</li><li>○ Only a few of them made it to completion</li><li>● Working Adults</li><li>○ We can reach out to those in ALICE + poverty</li><li>● Continuing Students</li><li>○ System data</li><li>○ Cross-registration</li><li>● Persistence</li></ul>		
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- Student success impacting persistence
  - In Fall 2021, 422 failed at least one class and 50% did not return in the Spring
  - Looking into application conversions
  - Financial Aid, FAFSA and affordability
  - Need to focus enrollment solutions on our kuleana to serve our island to meet the educational demand
- These kinds of numbers could also impose unintended consequence in terms of one neighbor island UH
- We are the resource for our community, we know our community, so we need to step up to the plate
- All hands on deck to pivot this number and demonstrate that we are here as an educational resource for Hawai'i Island

**QUESTION:** As we're looking to try and grow enrollment, we're going to want to look at what our competitive advantage is. Do you have an idea of what we do best that we can push to the forefront? Where should we be trying to better ourselves? What are some of the ideas that you've had so far as examples of what you are looking for?

**ANSWER:** The Kauhale is leading this discussion. We need to think not just of what we have been providing, but where Hawai'i County is going post-pandemic and reimagine our programs to meet that. County is

	<p>pushing the agricultural cluster, so those programs are going to be extremely relevant, along with culinary. Health is another one (i.e. Nursing) and this is the time to partner with Kapi'olani CC. We need to understand Hawai'i Island students beyond Hawai'i CC students. Education is still big and we have a shortage of educators.</p> <p>So, what can we do to prepare our students to step into those roles? Technology, as well as business and construction. We have the right program but it is also about reimagining and outreaching.</p> <p>How do we let our community know that HawCC is here and ready to get you prepared for future opportunities.</p>		
8. For the Good of the Order	<p><b><u>Food Drives</u></b></p> <p>Contact Claudia Wilcox-Boucher for ongoing needs and dates of distribution.</p>		
9. Adjournment	<p><b>Motion to Adjourn</b></p> <ul style="list-style-type: none"> <li>○ Motion: Esther Nathanson</li> <li>○ Second: Chancellor Rachel Solemsaas</li> </ul> <p><b>Adjourned at 2:30pm</b></p>		