


COLLEGE COUNCIL MINUTES - August 25, 2023. Approved by Consensus. 2023-09-08

<p>College Council Meeting Minutes August 25, 2023</p> <p>Location: Zoom Registration link: https://hawaii.zoom.us/meeting/register/tJYkcuusqT4rHNwGbuII0On5Eu3aNLXiTSbV</p> <p>Agenda Aug 25, 2023</p>	<p>Chair: Reshela DuPuis Vice Chair: Brenda Watanabe</p> <p>Representatives: Karen Au (proxy for Laurel Gregory)/Pālamanui, Kate DeSoto/ Student Affairs, Melissa Garcia/ASUH, Meidor Hu/LBRT, Alan Ku/ KōEC, Daniel Loo/ Administrative Services, Estee Nathanson/EDvance, Jana Smith/Academic Senate, Leanne Urasaki (proxy for Sandy Kama)/ASU, Sara Vogel (proxy for Thatcher Moats)/Office of the Chancellor, Lisa Yamanaka/CTE</p> <p>Ex-Officio Members: Susan Kazama, Christine Quintana, Raynette Kalei Haleamau-Kam, Kei-Lin Cerf, Carrie Mospens, E. Kalani Flores</p> <p>Guests: Tiffani Amana, Precious Atendido, Lissandra Baldan Jenkins, Jeanne Batallones, Carrie Butler, Pat Chong, Toni Cravens Howell, Tanya Dean, Kenoalani Dela Cruz, Susie DeSa Dill, Harold Fujii, Lisa Fukumitsu, Grace Funai, Sheldon Higa, Ashlee Kalauli, Robyn Kalauli, Keshia Kubo, Nancy Kunishige, Kanoel Lambert, Larissa Leslie, Tamera Loveday, Callie Martin, Tiffany Naea, Luria Namba, Adam Onishi, Michael Skinner, Jennifer Sims, No’el Tagab-Cruz, Sherise Tiogangco, David Tsugawa, Wailani Walker, Debbie Weeks</p>
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Topic	Discussion	Action/Person Responsible	Target Date
1. Call to Order: 2:04p By: Reshela DuPuis Minutes: Meidor Hu	<ul style="list-style-type: none"> ● Meeting will not be recorded ● Keep video and mic off unless speaking ● Use chat whenever possible 		
2. Ascertain quorum	<ul style="list-style-type: none"> ● Chair ascertained quorum 51 participants at meeting 	Resh DuPuis	

<p>3. Approval of Minutes</p> <p>College Council Minutes May 5, 2023. Draft for Review</p>	<p>Discussion: A proxy can vote.</p> <p>Motion to Approve:</p> <ul style="list-style-type: none"> ○ Motion: Leanne Urasaki ○ Second: Lisa Yamanaka 	<p>Approved by Consensus. 2023-08-25</p> <p>Abstentions: 1</p>	
<p>4. Chair's Update</p>	<p>Welcome Susan Kazama, interim Chancellor</p> <p>Welcome Patrick Chong, new Safety & Security Manager</p> <p>Welcome Steve Capeder, new POM manager</p> <p>Welcome Brenda Watanabe, Council Vice-Chair</p> <p>Reminders:</p> <p> Schedule of College Meetings AY 2023-2024. approv...</p> <p>HISSI will be March 8th. Schedule of College Meetings needs to be revised.</p> <p>Motion to discussion: Leanne Urasaki</p> <p>Second: Sara Volgel</p> <p>New motion by Leanne Urasaki</p> <p>Second: Jana Smith</p> <p>Move that the proposal to switch the March 1 & March 8 meetings to accommodate HISSI being held on March 8 be</p>	<p>Motion approved by consensus.</p> <p>Motion approved by consensus.</p>	

	<p>taken back to constituencies for a vote at the Sept 8 College Council meeting.</p> <p>*Chancellor Kazama confirmed with UHCCVP that HISSI is on March 8, 2024 and the regular non-instructional day will be on March 8, 2024.</p>		
<p>5. Committee Updates/Reports</p> <p>A. Committee on Committees (CoC) - Resh DuPuis</p>	<p>Resh DuPuis: Committee will meet to discuss roles and membership. Will report back to the Council if any changes are proposed.</p>		
<p>B. Assessment Committee (AC) - David Tsugawa</p>	<p>David Tsugawa: The committee reviews the assessment portion of the Programs' and Units' Comprehensive Reviews.</p> <p>Let David know if previous members are stepping down or if any division is adding a new member to the committee.</p>		
<p>C. College Effectiveness Review Committee (CERC) -VCAA Kimberley Collins</p>	<p>Resh DuPuis for VCAA Kimberley Collins: The CERC reviews Programs' and Units' Comprehensive Reviews and writes memos back to the programs for improvements and commendations. VCAA will be calling for new members in the near future. The committee will be continuing discussions about its role and tasks as we look at how to streamline and make peer review more effective.</p>		



<p>D. Environmental Sustainability Committee (ESC) - Debbie Weeks</p>	<p>Debbie Weeks: The ESC was responsible for the EV charging station on Manono campus. Also involved with organizing broad activities such as cardboard shredding, coordinating sustainability service learning and the EV club.</p> <p>Debbie called for new members and more students to be involved.</p>		
<p>E. Faculty and Staff Development Committee (FSDC) - Brenda Watanabe</p>	<p>Brenda Watanabe: The FSDC is responsible for coordinating F&S development activities and for the new lecturer orientation and new employee orientation.</p> <p>Looking for a new chair for Spring 2024.</p>		
<p>F. Community Participation Committee (CPC) - Sara Vogel</p>	<p>Sara Vogel: This is a new committee that organizes and coordinates activities around the community such as the holiday parade, pride month etc, any community-related events. Always looking for new members. Come join the fun!</p>		
<p>G. Accreditation Steering Committee (ASC) - Kalani Flores</p>	<p>Kalani Flores: Kalani is the ALO and our liaison to ACCJC. The committee is currently working on the ISER. Co-chairs are Kanoë Lambert and Kaleo Quintana.</p> <p>ACCJC-Standards teams are done with the writing. Now the team is reading and compiling the report.</p>		

	<p>The committee is planning to release the ISER in sections over the next few months so the Kauhale can review as each part becomes available.</p> <p>The whole ISER document will be ready for full review by the Council and Academic Senate by mid-Spring 2024.</p>		
<p>H. First Year Experience Kauhale Committee (FYE) - No'el Tagab-Cruz and Robyn Kalauli</p>	<p>No'el Tagab-Cruz: The committee is developing more trainings for faculty and staff on the Ka'ao model and AVID strategies for the College.</p> <p>In our second year of First Year Experience programming, there were 253 students enrolled in FY designated classes. Getting really good feedback from students that it is meaningful.</p> <p>Reports are public and can be accessed via the Council's Committee Reports archive site on the Council's website.</p>		
<p>I. COVID Steering Task Force & HEERF Funding - VCAS Jodi Mine</p>	<p>Resh DuPuis for Jodi Mine: This task force has come to its end and been dissolved. VCAS Jodi Mine submitted the End of Year report, see link on the agenda; also available in the Committee Reports archive. The link to the HEERF Funding website is also in the report.</p>		

<p>J. Leadership Cohort Task Force - Sara Vogel</p>	<p>Sara Vogel: This task force also has come to an end and been dissolved.</p> <p>Update: the existing cohort is still in progress and should be finishing up its work this Fall semester.</p>		
<p>K. QFE - IP Budget Allocation Task Force - Grace Funai</p>	<p>Grace Funai: Budget Allocation Task Force (BAT) is in its second year. Kauhale-based discussion and review of the budget are ongoing. BAT will review the upcoming budget requests made by programs and units through the Annual and Comprehensive P/U Reviews.</p> <p>Need someone from Academic Support on the committee.</p>		
<p>6. Old Business</p>	<p>none</p>		
<p>7. New Business</p> <p>A. Policy Review, HAW 7.208 and HAW 7.209</p> <p>i.  HAW 7.208 Transfer ...</p> <p>ii.  HAW 7.209 Transferri...</p> <p>iii.  HAW 7.208 Proposed ...</p> <p>iv.  HAW 7.208 Proposed ...</p>	<p>VCSA Christine Quintana: Student Affair has been reviewing DSA policies.</p> <p>Larissa Leslie: Transfer Credit and Transferring Credit from Outside Institutions are very similar. The committee has determined that 7.209 is redundant. Proposing to abolish 7.209 and revise 7.208.</p> <p>Edits that are crossed out is deleting language and in red is the new content. The posted links are to incomplete versions, the last pages were cut off.</p>		

	<p>Resh DuPuis: Complete versions will be sent out by email to all Council members to distribute to their constituencies for discussion. Vote on the proposed revisions to be held at Council's September meeting.</p> <p>Question, Chancellor Susan Kazama: Why is the student's highest grade not taken as the official GPA grade?</p> <p>Larissa Leslie: We are just following UH System policy. This may be something that our Admin can bring up with UH System Admin to see if this can be amended.</p>		
<p>B. Review of the Hawai'i CC Institutional Guiding Statements: Mission, Vision and Institutional Learning Outcomes (ILOs) Governing documents for this review: College Council Charter HAW 4.202 Assessment Policy ACCJC Standard 1-A-4, ER6: see HawCC 2018 ISER, p. 60</p>	<p>Discussion by ALO Kalani Flores:</p> <p>According to the ACCJC Standards, our Mission and Vision statements should be reviewed every 5 years.</p> <p>We last reviewed it in 2016 and it was approved by BOR 2018. We don't have to revise it but we do need to review it. Kalani also proposed that we review our ILOs and our Kauhale statement. We also need to review the Hawaiian text as well.</p> <p>Kalani noted that it would be best if we can review and approve all these guiding statements by this semester.</p> <p>Discussion: Resh DuPuis: Should a task force be formed? This needs to go out to the Kauhale to review.</p>		

	<p>Toni Cravens-Howell: Forming a task force may take too long given the tight timeline we're under for the ISER.</p> <p>Christine Quintana: Yes, but this should go out to the Kauhale.</p> <p>Kalani Flores: Maybe the task force can start by just looking at the Mission and Vision first. Then ILOs and Kauhale statements can be done later.</p> <p>Resh DuPuis: The Constituency Reps can take this out to their constituents for discussion and we can come back to this at our next meeting in September.</p> <p>Motion: To create a Task Force to review the Mission statement, Vision statement, Kauhale statement and ILOs. Motion: Kalani Flores Second: Christine Quintana</p>	<p>Motion approved by consensus.</p>	
<p>8. Administration Updates A. Chancellor Susan Kazama</p>	<p>Chancellor Susan Kazama:</p> <ul style="list-style-type: none"> ● The CTE Dean position is still in recruitment. Open forum coming up with a possible candidate. ● All CTE inquiries go to VCAA Kimberley Collins and EDvance inquiries go to the Chancellor. ● “Rockne Freitas Way” renaming has been approved by the County and signage is coming for the entrance to Pāalamanui. 		

<p>B. VC Academic Affairs Kimberley Collins</p> <p> VCAA College Council Upd...</p>	<p>VCAA Kimberley Collins is unable to join the meeting today. Please see her written update report at the link in the agenda.</p>		
<p>C. VC Student Affairs Christine Quintana</p> <p>Fall 2023 - DSA Running Update</p>	<p>VCSA Christine Quintana:</p> <ul style="list-style-type: none"> ● Enrollment is up. ● Student life: Malessa Garcia has been elected Student Government (ASUH) president. ● All student employment and SECE issues are now under Christine. 		
<p>D. VC Administrative Services Jodi Mine</p> <p> College Council 2023-2024 ...</p>	<p>interim VCAS Jodi Mine is unable to join the meeting today. Please see her written update report at the link in the agenda.</p> <p>Also, she asked Resh DuPuis to remind everyone to please return old keys, and make sure lecturers and student workers also are informed to return their old keys.</p>		
<p>9. For the Good of the Order</p>	<p>Resh DuPuis: Let's keep Maui in our thoughts. Our Kauhale has "no walls" so please do whatever you can to help our 'ohana on Maui.</p>		
<p>10. Adjournment Time: 3:50</p>	<p>Motion to adjourn: Susan Kazama</p> <p>Second: Jana Smith</p>		

