

COLLEGE COUNCIL MINUTES - JANUARY 12, 2024. Approved by Consensus, February 9, 2024


<p>College Council Meeting Minutes Date & time. January 12, 2024. 12:00pm Location: Zoom</p> <p>Meeting Agenda: College Council AGENDA . January ...</p>	<p>Chair: Brenda Watanabe Vice Chair: Vacant; Assisting the Chair: Resh DuPuis</p> <p>Representatives: Lisa Yamanaka, Kate De Soto, Patrick Chong, Esther Nathanson, Laurel Gregory, Adam Onishi, Jana Smith</p> <p>Ex-Officio Members: Susan Kazama, Kimberley Collins, Christine Quintana, Jodi Mine, Anne Chung, Carrie Mospens</p> <p>Kauhale: Tiffani Amana, Lissandra Baldan Jenkins, Calvin Black, Carrie Butler, Vivian Chin, Shae Clark, Tanya Dean, Kenoalani Dela Cruz, Susie DeSa Dill, Harold Fujii, Grace Funai, Pearla Haalilio, Eri Hall, Sheldon Higa, Ian Hirakawa, Tori Hiro, Tiana Hirota, Ashlee Kalauli, Kanoe Lambert, Rachel Louis, Tamera Loveday, Luz Miguel, Tiffany Naea, Luria Namba, Anjeannette Oberg, Deseree Salvador, Stephen Schulte, Michael Skinner, Shawn Sumiki, Sherise Tiogangco, Randiann Tokeshi, Nadine Uina, Philton Velasco, Wailani Walker</p>
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Topic	Discussion	Action/Person Responsible	Target Date
1. Call to Order: 12:06 pm By: Brenda Watanabe Minutes: Laurel Gregory	<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 	Brenda Watanabe	
3. Approval of Minutes <ul style="list-style-type: none"> ● November 17, 2023 ● December 8, 2023 	<p>Discussion: No changes to either set of minutes. November 17, 2003 Meeting Minutes Motion to Approve:</p> <ul style="list-style-type: none"> ○ Motion: Janet Smith ○ Second: Kate De Soto <p>Approved by Consensus</p>	Motion Approved by Consensus	

	<p>December 8, 2023 Meeting Minutes</p> <p>Motion to Approve:</p> <ul style="list-style-type: none"> ○ Motion: Kate De Soto ○ Second: Susan Kazama <p>Approved by Consensus</p>	Motion Approved by Consensus	
4. Chair's Update	Welcome new BEaT Division Co-Chairs - Carrie Butler, Business, and Donala Kawa'auhau, Hospitality & Culinary.		
5. Old Business	Rachel Louis, Facility Coordinator for Pālamanui nominated herself.		
<p>A. Nominations for Council Vice Chair for Spring 2024, floor is open for nominations.</p> <p>B. Policy revision proposal, HAW 7.520_Satisfactory Academic Progress</p> <p>i. HAW 7.520_Satisfactory Academic Progress_current</p> <p>ii. HAW 7.520_Satisfactory Academic Progress_proposed_red_line</p> <p>iii. HAW 7.520_Satisfactory Academic Progress_proposed_clear</p>	<p>Kenoa Dela Cruz provided an update on the progress of this revision. She explained the differences between the old policy and the new revision, which adds another level to the process. See the flowchart for details. She clarified that the GPA referred to is the cumulative GPA, and that this policy is different from the policy that addresses repeating a course.</p> <p>Question: How does this policy align with policies at the other UH community colleges?</p> <p>Answer: They are all similar but not identical, since there is no System-wide policy at this time.</p>		

<p>iv. HAW 7.520 Satisfactory Academic Progress Flowchart Second reading. Discussant: Kenoalani Dela Cruz</p>	<ul style="list-style-type: none"> ● No vote was taken, since more feedback is still being accepted. Send your feedback to Kenoa. ● This will be put on the February agenda for an third reading. ● Chancellor will archive the old policy and put the revised policy on the website when it is finalized and approved.. 		
<p>6. New Business</p> <p>A. Proposal: Change College Council Meeting on May 10, 2024 to May 3, 2024, Interim Chancellor Susan Kazama</p> <p>a. Schedule of College Meetings AY 2023-2024</p>	<p>Chancellor Susan Kazama:</p> <p>Our calendar has the College Council meeting scheduled on May 10, 2024. Since this also is Commencement Day for the Manono campus, Chancellor Kazama has requested that we change the meeting to Friday May 3, 2024.</p> <p>Motion to Approve:</p> <ul style="list-style-type: none"> ○ Motion: Janet Smith ○ Second: Christine Quintana <p>Discussion: Proposal needs to be discussed with members' constituents, as Division/Department meetings are also scheduled for May 3rd.</p> <p>This will be brought back for second reading and a vote at the Feb meeting.</p>		<p>1.</p>

<p>B. Ka'ao Ka'ika'i Strategic Plan: Update and proposal for Task Force, Interim Chancellor Susan Kazama.</p> <p>a. Ka'ao Ka'ika'i Fall 2023 College Council Update Slide Presentation</p>	<p>B. The Chancellor reported that very good work was done by the initial task force that was organized under the previous Chancellor, and now we need a fresh task force to complete and finalize the Plan. Upon approval the Plan will become publicly posted on our website. Time is of the essence, since a completed Plan is essential for our program review and accreditation process.</p> <p>Motion: A task force will be formed to complete the strategic plan process.</p> <p>Motion: Susan Kazama</p> <p>Second: Christine Quintana</p> <p>Discussion: Reviewing and approving the College's strategic plan is among the primary tasks of the Council as required by our charter.</p> <p>Reshela Du Puis volunteered to take the lead on the new task force. Dr.Taupōuri Tangarō and Ākea Kiyuna, key members of the original task force, will continue to support and assist. Contact Resh if you are willing to serve.</p> <p>Motion approved by consensus.</p>	<p>Motion approved by consensus.</p>	
<p>8. Administration Updates</p> <p>A. Chancellor's Update Chancellor Updates</p>	<p>January 12, 2024</p> <ol style="list-style-type: none"> 1. Personnel Update: Anne Chung, interim CTE Dean effective 1/19 2. Office hours via Zoom, Tuesday, 1:30-2:30 pm 		

	<p>Join Zoom Meeting https://hawaii.zoom.us/j/98252428773 Meeting ID: 982 5242 8773 Passcode: HawccCO_OH</p> <p>3. UH Administrative update: Erica Lacro has returned to serve as the Vice President for the UH Community Colleges Della Teraoka has resumed her position as Associate Vice President for Academic Affairs</p>		
<p>B. VCAA Update Kimberley Collins  VCAA College Council Update</p>	<ol style="list-style-type: none"> 1. The College will administer the CCSES (Community College Survey of Student Engagement) this Spring, with the survey to open on Wednesday April 24 and close on Friday April 26, 2024. 2. There will be a new schedule for the 2024 Catalog, It will be published to the web. Designated reviewers, please be on the lookout for emails and instructions in support of your February 2024 deadline for feedback. 3. Hawai'i P20- shared their 2023 Annual Report to further highlight the accomplishments and outcomes of their efforts, including but not limited to the development of a new statewide goal, a pilot teacher pathway project, aligning programs between education and the workforce, and the expansion of work-based learning across the state. <p>Other items, please contact Kimberley for more details:</p> <ul style="list-style-type: none"> ● Please review the proposed policy on program names and CIP codes. 		

	<ul style="list-style-type: none"> ● Executive policy on micro-credential is available for review. ● System is starting an Artificial Intelligence Strategy Council. Kauhale members may self-nominate. 		
<p>C. VCSA Update VCSA Updates</p>	<ol style="list-style-type: none"> 1. Spring 2024 overall enrollment is up from Spring 2023 to 2223, which is an 8.1 % increase! 2. For other announcements and reminds, refer to the VCSA Updates Link provided VCSA Updates 		
<p>D. VCAS Update  College Council 2023-...</p>	<ol style="list-style-type: none"> 1. BUSINESS OFFICE: Tennille Kephart's last day at the College is Wednesday, January 10, 2024. She transfers to UH Hilo. We wish her all the best. 2. SAFETY AND SECURITY: Gate numbers have been placed on Manono campus gates. Gate numbers were also made for Palamanui campus gates and those should be up soon. The signs will make the entrances identifiable. <p>Discussion and question: Safety policies and uncertainty about procedures caused confusion during a recent incident on the UHH and HawCC campuses. Is anything being done about that?</p> <p>Response: Patrick Chong, Campus Safety and Security Manager, is reviewing all procedures and addressing improvements that should be made.</p> <ol style="list-style-type: none"> 3. HUMAN RESOURCES: Lisa Kobayashi transferred to the County of Hawai'i as of the beginning of 		

	<p>January. We wish her all the best. As a result, HR is currently down to one permanent staff and temporary help. The HR positions are in the recruitment process. We hope to get those filled sooner than later so that we can get back to focusing on the recruitment for position vacancies.</p> <p>4. POM/AUXILIARY Reminder: Any cleaning/repair/maintenance requests should be submitted using AIM. However, submitting the same requests on a daily basis/ weekly basis is not helpful. POM personnel are working to fulfill the requests. However, as with other departments, POM is experiencing personnel vacancies / issues that may delay the fulfillment of the requests. Please be patient.</p> <p>5. FACILITIES: In January 2024, it is anticipated that the restrooms in buildings 3380, 3390 and 3391 are going to be brought offline.</p>		
9. For the Good of the Order	Next Meeting is February 9, 2024, 12pm to 2pm.		
10. Adjournment 1:13 pm:			