

**Hawaii Community College**  
**College Council Meeting Minutes**  
**May 7, 2010**  
**2 – 3:15 p.m.**  
**Conference Room 6A**

**Members present:**

Rockne Freitas, Noreen Yamane, Barbara Arthurs, Mike Leialoha, Beth Sanders (vidcon), Joni Onishi, Dorinna Manuel-Cortez (Chair), Jim Yoshida (vidcon), Bill Affonso

**Members Excused:** Debbie Shigehara, Christine Quintana, Steve Cline, Ellen Okuma, Doodie Downs, Guy Kimura, Gwen Kimura, Wendy Wai

**Members Absent:** Liberal Arts division chair, Dana Kuamoo

1. **Call to Order:** Chair, Dorinna Manuel-Cortez called the meeting to order at 2:10 p.m.
2. **Approval of minutes** – With nine members present, *quorum* was not met. Approval of April 9, 2010 minutes postponed to next meeting
3. **Chancellor's Update:** *Chancellor Rockne Freitas*
  - Design for Hale Aloha in-process towards completion
  - Initial LRDP for Hilo, everyone will have opportunity to give input; target late-August, early-September
  - Palamanui rapidly approaching MOA for building, road and site; Palamanui wanted to charge for movement of grading material, Chancellor countered with a proposal to stockpile; ready to go out for bid for road, expecting cost ~\$4M (w/ pipe in the middle)
  - Mahalo to all members for participation on College Council
4. **Academic Affairs Update:** *Interim Vice Chancellor Noreen Yamane*
  - Web Developer – Daniel Fernandez hired, on-board 5/3/2010. He will be surveying different areas and come up with a design schemes, have related discussions across campus. Daniel will update our web page policy, with involvement from Lassner. For security purposes we are still tied to Mānoa.
  - IT Programmer – Tony Kitchen to start 5/10/2010
  - IAC – PD done, need to do final paperwork and go out to ad; hiring over the summer
  - Institutional Technology Developer – to follow
  - FS Faculty – MQs have been cleared with UH System, MA related to natural sciences and 3 years in fire/rescue OR BA related to natural sciences and 5 years in fire/rescue OR 15 college credits and 7 years in fire-rescue
  - 0.5 Math and 0.5 Eng WH – interviewing
  - EIMT FT - interviewing
5. **Budget Update:** *Vice Chancellor Mike Leialoha*
  - At the pre-bid conference in Kona 7-8 contractors (including Isemoto and other big names) showed interest; good chance of getting a good price

- BUDGET – we now know our total allocations and collections for FY09-10 and we took in at least what were planning to take in; B-budgets not as bad as thought and have been able to operate as planned without big cuts other than personnel
- Discussion regarding snap-backs – Mike has 5-year projection assuming other bargaining units will want snap-back, too
- Discussion regarding off-set from enrollment increase
- Discussion regarding release of 10% to Instruction and divisions were instructed to look at program reviews and asks to determine distribution

6. **Student Services Update:** *Vice Chancellor for Student Affairs Barbara Arthurs*

- Mel is on maternity leave ~6 weeks. Tricia Lewis is covering.
- Larissa on maternity leave ~16 weeks – Melissa Yamanaka and Kaleo Quintana covering duties
- Hui Makamae – last group meeting was 5/5/2010; 19 out of 20 still there, 1 received financial aid then disappeared; students expressed great appreciation to Jeanne, Sandy, Kaleo, and Christine; looking at continuation of group through Keep In Touch (KIT) and math tutors; students and instructors positively impacted; Kaleo and Christine sat-in on Jeanne’s class and lots of collaboration between instructors
- Mandatory New Student Orientation (MNSO) – June launch; 700+ Kama‘āina applicants, groups of 50 to cover; WH conducted by Pearla and Kalei
- 48.8% increase in registration
- 38.9% increase in applications

7. **West Hawaii Update:** *Interim Director, Beth Sanders*

- Graduation – about the same numbers graduating, 36 AA, 7 NURS, 2 CULN, 4 ECED. Increase from 10 to 27 from the UH Center
- Educational Talent Search (ETC) – submitting \$8.2 M Innovations III grant, DOE federal grant; puts program into DOE HS to do learning academies to help students who have potential to get them to rise in level; all academic focused – already happening in CA, TX, FL; software programs involved; Barbara asked for more information, Beth will send
- Construction Academy – new drafting class and very pleased with results from carpentry

8. **Committee on Committees report** – *Joni Onishi, Staff Development Coordinator*

- Transportation classes full, ABRP has a couple of seats; looking into running 2 classes for AMT, but constrained by need to keep engines out and lack of space
- Discussion regarding HawCC response to increased enrollment - Rockne asked what other campuses are doing to accommodate increased numbers, Dorinna to follow-up with colleagues; Casual APT A positions for Admissions & Records and Financial Aid

9. **Old Business:**

None

10. **New Business:**

None

11. **Future Agenda Items:**

12. **Announcements:**

Dorinna - Mahalo nui loa to everyone who has served on the College Council.

13. **Last meeting of AY 2009-2010. College Council will reconvene August 27, 2010, 2:00 PM, Conference Room 6A.**

14. **Meeting adjourned at 2:50 p.m.**

**Recorded by: Dorinna Manuel-Cortez, College Council Chair**