

Hawai'i Community College
College Council Meeting Minutes
May 2, 2008, Friday
Conference Room 6B (Vid Con)

Members Present: Doug Dykstra, Rockne Freitas, Ola Jenkins, Guy Kimura, Clyde Kojiro, Karen Leialoha, Marilyn Bader (for Liberal Arts), Dorinna Manuel-Cortez, Elizabeth Ojala, Doodie Downs for Marsha Okajima, Ellen Okuma (chair), Joni Onishi, Beth Sanders, Jill Savage, Antoinette Wilson, Noe Noe Wong-Wilson (recorder)

Members Excused: Barbara Arthurs, Shawn Flood, Mike Leialoha, Sara Narimatsu, Noreen Yamane, Trina Nahm-Mijo

1. **Call to Order:** Chair Ellen Okuma called the meeting to order at 2:04pm.
2. **Approval of April 11 minutes** – Minutes of April 11 were approved. (Karen Leialoha/Jill Savage)
3. **Chancellor's Update: Chancellor Freitas**
 - Legislature voted on the budget. HawCC received \$11.2M. Unfortunately did not recapture the \$5M that was taken out of the budget. UHH did not receive funding for two buildings – School of Pharmacy and Hawaiian Studies.
 - Graduation on May 16. Chancellor urges all faculty to attend and participate in this event to honor the students. Everyone invited to attend chorale practice on May 9 and 14 at Noon to participate in Graduation.
 - Campus now meets ACCJC reserve requirements. The budget deficit has been addressed. The budget in all areas has doubles, and the new positions are “north of 70”. Thirty in the process of approval, the remainder in recruitment and will be filled by Fall 2008 Semester.
4. **Academic Affairs Update: Doug Dykstra, VCAA**
 - ACCJC – Will allow one week delay in preparation for the Aug deadline, now asking for Aug 28 deadline to submit report to System Office. Per Ellen, Aug 22 is College Council meeting. Report will include transition plans for WH and Manono campus.
 - Per Chancellor, transition plan includes full speed of renovation of Hale Aloha. Includes transition of UHH people to Upper campus and HawCC will move to Manono. Allied Services Nursing Group will be housed in Hale Aloha. Eventually all HawCC faculty and staff will be moved down to Manono Campus except for shops.
 - The provisional HOST AAS degree program is moving toward permanency in the Aug 31 BOR meeting. Fire Science AA program will go to Curriculum committee and Academic Senate next and hopefully to the BOR next semester. Students can be admitted into provisional program awaiting final approval from the Board.

- Web Master hiring process is not working out. The pool is inadequate for hiring. Looking for a short-term solution. Need technical expertise. ITS will be charging for services so it's imperative to find a solution for this need.
5. **Budget Update:** No budget update
 6. **Finalize Council Charter:** Ellen Okuma
 - Discussion on some changes to the Draft. Explanation of Council membership as appendix to the Charter. The appendix could be changed from time to time without changing the charter itself. Proposed Amendment #2 presented with 18 members.
 - Article IV. Recommendation that designee be allowed to represent.
 - Article VI. Delete Sections 3 and 4.

Move to adopt College Council as amended (Savage/Bader) 3 Opposed, All other members present agreed.

Objections – CTE group is too large for one member to represent when there is no format for meeting or communicating. The same objection exists for APT members. Other groups are also too large for 1 person to represent the entire group.

Prior to the next meeting of the College Council Aug 22, representation must be selected from each group.

Discussion ensued to publish the agenda of each meeting at least one week in advance so that the larger college community can be advised and participate in a meeting.

7. **Committee on Committees**

Committee on Committees: Joni Onishi distributed a chart on Official College Committee Structure and explained the work of the Committee on Committees.

Discussion needs to continue regarding the function of Committee on Committees and the structure of membership.

8. **Future Agenda Items:**

- a. Committee on Committees
- b. ADP, Strategic Planning, Program Review, Institutional Assessment
- c. Guidelines regarding Children on Campus:

9. **Other business:**

Draft College Hour Schedule distributed. Aug 22 meeting include the ACCJC College Progress Report. Guy will need to find out who the representatives are by the end of May. Motion to approve schedule (Savage/Kimura)

Strategic Planning Process – April 18 meeting. New draft has been distributed with revised HawCC action strategies and submitted to Chancellor on Apr 30. May 14, V.P John Morton will be at HawCC Manono to discuss Strategic Plan

10. Announcements:

Recognition Ceremony – UH Campus Center, May 14, Dining Room

Talent Show on May 14 at Manono Cafeteria

Pres. McClain presentation scheduled on May 14

The Good of the order

11. Adjournment at 3:25pm.

Respectfully submitted,

Noe Noe Wong-Wilson