

**Hawaii Community College**  
**College Council Meeting Minutes**  
**March 9, 2012**  
**2:00 – 3:15 p.m.**  
**Conference Room 6A and via poly com to WH**

**Members present:** Noreen Yamane, Jason Cifra, Jim Yoshida, Beth Sanders (polycom), Orlo Steele, Stephen Schulte, Wendy Medeiros (polycom), Nozomi Kanoho, Estee Nathanson, Manai Kalua, David Canning, Dorinna Manuel-Cortez, and Taupouri Tangaro

**Members Excused:** Joni Onishi, Debbie Shigehara, Guy Kimura, Joyce Hamasaki, Monica Burnett, Trina Nahm-Mijo, Tanya Dean (Kohala poly com not working)

**Guests:** James Kiley, Assessment Coordinator

1. **Call to Order:** Dorinna Manuel Cortez called the meeting to order at 2:03 p.m.
2. **Welcomed:** New Council member Wendy Medeiros, Student Services Rep. and guest James Kiley, Assessment Coordinator
3. **Approval of Feb. 10, 2012 Minutes:**
  - No edits needed
  - Noreen moved to approve, David seconded
  - Minutes Approved
4. **Chancellor's Update:** *Chancellor Yamane*
  - Hawaiian Language ILO translated. Posters to be created and distributed campus wide before accreditation visit.
  - Coffee Hour for candidates for Vice Chancellor for Administrative Affairs is next week, March 13 & 14, 3:00-4:00 p.m., Bldg. 379, Room 1 (Kaneikea'o)
  - Ad for Vice Chancellor for Academic Affairs will be in newspapers on Sunday, March 11, on continuous recruitment. If anyone from College Council would like to volunteer to be on the screening committee as the College Council Representative, please see Noreen. Monica will already be on committee as Chair for College Council. Possible start date July 1, 2012. Noreen is sending out some requests for possible inclusion in committee. Committee comprised of 5-8 people.
  - 17 people from HawCC just returned from Achieving the Dream Conference in Dallas, Texas. Total of 47 people attended and represented the UH System from campuses statewide. Tangaro did an exceptional closing. Everyone stood as one group. Tangaro's speech was so moving, audience left speechless when he was done. This was very special for UH System.
  - John Morton to visit HawCC campus on April 19 to bring data from Strategic Outcomes Performance Measures. This is our yearly update on HawCC's progress.
  - M.R.C. Greenwood will visit on May 4<sup>th</sup> in joint meeting with UH-Hilo and HawCC.

7. **Academic Affairs Update:** *Interim Vice Chancellor Joni Onishi (Excused)*
8. **Administrative Affairs Update:** *Interim Vice Chancellor Jim Yoshida*
  - Hale Aloha hasn't received permits yet. But meetings with architect and contractor still ongoing.
  - Security Fencing Project is out to bid. Plans to enclose whole campus in chain link fence.
  - Workshops given on Cleary Act (Federal). Good for everyone to attend, especially those faculty that take students on field trips.
  - \$500,000 planning money in Governors' budget for 2012-2013 year.
  - Campus Beautification: submit work order or facilities modification request.
9. **Students Services Update:** *Vice Chancellor Jason Cifra*
  - Financial Aid Office recruitment closed. Applicants scheduled for interviews. Possible start in late April.
  - Supporting First Year Experience. Planning resources to prepare students for college and not when they start failing. Piloting for Orientation, want to add workshops. Student government looking at policies.
  - Committee formed in Student Services to add activities to enhance orientation.
  - Meeting with UH-Hilo re: Student Conduct. Open communication is key. Letter or decision sent to student will be done jointly so both campuses know.
  - Explore MOA between HawCC & UH-Hilo re: Mental Health Counselor. 50% of services will be to HawCC. UH-Hilo will house and supervise. HawCC will benefit from direct services/resources. Counseling interested in starting support groups.
  - Pilot Consolidation of all Students Services at HawCC and West Hawaii. One plan, accountability and reporting. Integrate everyone.
10. **West Hawaii Update:** *Interim Director Beth Sanders*
  - Sat. March 24, 8:00 am – 1:00 pm, "What's in Your Future-Adults in Transition" event in Waimea at Kanu o ka 'Aina New Century Public Charter School. Targeting 25 years and older to enroll in UH System.
  - Sat. April 14, College for Adults. Funded by University Access Enrichment Program.
  - APT – Student Support position at screening committee
  - Awarded funds for Gear Up (supporting Running Start, COMPASS testing and field trips to campuses)
  - Commencement on May 12 at Hilton.
  - Governor's office called twice. Once was that plans were received. Second was that plans were not submitted. (Noreen & Jim didn't hear anything)
11. **OCET Update:** *Estee Nathanson*
  - C3T grant awarded, \$24.5 million (largest ever). Primarily to address workforce. Using for Agriculture, Energy and Health Care.
  - April 27 is Comprehensive Economic Strategy Conference
  - New OCET schedule is out.

12. **New Business:**
  - (*per Dorinna*) Let constituents know important dates that are upcoming since Council minutes take one month to be approved and distributed.
  
13. **College Council Survey: (*Dorinna*)**
  - Initiate action strategies today.
  - Should this be a part of a task force?
  - Target Areas to focus and improve: 1) Don't know what College Council does?  
2) Information not disseminated well.
  - How do we present information? Website is updated and College Chair monitors blog. Chair to forward link.
  - Facilitate dialogue? Not governed by other bodies of government.
  - Strategies: post agenda earlier, broadcast widely, let staff/faculty know what College Council does.
  - Send out "blurb" on the following Monday after Friday's meeting with small information of what was discussed.
  
14. **Election of Vice Chair: (*Dorinna*)**
  - Call for nominations: Wendy Medeiros named and accepted nomination.
  - Votes: Yes – 12, Nay – 0. Unanimous
  - Wendy Medeiros, Vice Chair for two years.
  
15. **Announcements**
  - Strategy Plan update report: Noreen & Monica to work on update
  - Support graduation – Apply & Pay
  - Next agenda: add HawCC Fundraising. We are on our own as UH Foundation sent out for donation requests and left out HawCC.
  
16. **Next meeting Friday, April 13, 2012, 2-3:15 p.m., CR 6A (Vidcon)**  
**Recorder: Melany Ayudan, Secretary to VC for Student Affairs**
  
17. **Meeting adjourned at 3:17 p.m.**

**Recorded by: Sandy Kama, Secretary, VC for Academic Affairs**