

College Council Meeting Minutes

<p>Date: August 28, 2020 Time: 2:00p-4:00p Location: Zoom (recorded)</p>	<p><b>Ex-Officio Members:</b> Rachel Solemsaas, Joni Onishi, Ken Kaleiwahea, Dorinna Cortez, Jessica Yamamoto, Kei-Lin Cerf, Kalei Haleamau-Kam, Tapouri Tangaro</p> <p><b>Members Present:</b> Jeff Fujii - Chair, Reshela DuPuis - Vice Chair, Beth Sanders, Pamela Scheffler, Kaleo Pilago, Larissa Leslie, Tennille Kephart, Christine Quintana, David Tsugawa, Helen Nishimoto, Alan Ku, Akea Kiyuna, Thatcher Moats</p>
<p>Call to Order: 2:05 pm By: Jeff Fujii Minutes: Jeff Fujii and Reshela DuPuis</p>	<p>Guests: Adam Onishi, Aimee MacLennan, Alma Cremer, Anne Chung, April Kualii-Neal, Calla Luera, Callie Villanueva, Carnille Hernandez, Caroline Naguwa, Carrie Butler, Carrie Kuwada-Phipps, Carrie Mospens, Cheryl Pavel, Chip Michels, Chris Midel, Claudia Wilcox-Boucher, Craig Mitchell, Daniel Loo, Darryl Vierra, Debbie Weeks, Donna Madrid, Drew Kapp, Emily Zappeto, Estee Nathanson, Frank Montoya, George Paleudis, Grace Funai, Grant Kaaua, Harold Fujii, Ian Shortridge, Jana Smith, Jeanne Batalones, Jennifer Sims, Jesna Nissam, Jodi Mine, Josh McDaniel, Kaleo Quintana, Kanoe Lambert, Kapena Landgraf, Kate Soto, Katherine Nguyen, Kenoa Dela Cruz, Kent Grace, Kesha Kubo, Kim Stevens-Suguitan, Kristine Kotecki, Laura Hill, Leanda Bernabe, Leanne Urasaki, Lew Nakamura, Lisa Fukumitsu, Lorianne Fukui-Stoos, Luane Ishii, Luria Namba, Luz Miguel, Mari Giel, Mary Washington, Melany Ayudan, Meidor Hu, Michelle Phillips, Nancy Kunishige, Nate Roberts, Naveen Siriah, Neva Supe-Roque, Noel Tagab-Cruz, Pamela Scheffler, Pearla Haalilio, Renee Dela Cruz, Robyn Kalauli, Sam Giordanengo, Sandy Claveria, Sharon Dansereau, Sheena Mathews, Sherise Tiogangco, Stanley Cantor, Stephen Schulte, Susie Dill, Tamera Loveday, Tanya Dean, Tiana, Toni Cravens, Wailani Walker, Wendy Medeiros</p>

Topic	Discussion	Action / Person Responsible	Target Date
1. Call to Order	Meeting called to order at 2:05 pm		
2. Ascertain Quorum	Quorum met	No action required	

<p>3. Presentation by UHCC Assoc VP for Admin Affairs Mike Unebasami</p>	<p>UHCC Budget <a href="#">presentation</a> Q &amp; A and discussion.</p>	<p>No action required</p>	
<p>4. Chancellor's Update</p>	<ul style="list-style-type: none"> <li>● COVID Planning - Mahalo everyone for getting ready during Summer for Fall semester.</li> <li>● Continued commitment to QFE - Integrated Planning and FYE</li> <li>● CoCo and the Academic Senate will continue to assist in reviewing policies. Admin reviews policies over the Summer. Any policy needing updates will go to either CoCo or Academic Senate as appropriate for review.</li> <li>● New Title IX Coordinator Sara Vogel will start Sept.1 2020.</li> <li>● VCAA Joni Onishi: trying to get classes that can go online to go online. Face to face, please have a plan ready as you may need to transition at a moment's notice.</li> <li>● VCAS Dorinna Cortez: Student Services units are increasing services virtually, while figuring out ways to receive students on campus safely. <ul style="list-style-type: none"> <li>○ The Information Center launched the Virtual Switchboard - Zoom link on our HawCC website, our way of giving students an experience of walking into the office and getting assistance virtually.</li> <li>○ The Ha'awi Kōkua Disability Services and Mental Wellness and Personal Development units have moved to the Counseling building.</li> <li>○ The Career Center is being headed by Christine Quintana. Career Services will be up and running in the next week or two and they are planning a UHCC Virtual Job Fair. More info to come next week.</li> </ul> </li> </ul>	<p>No action required</p>	

	<ul style="list-style-type: none"> <li>○ Pāalamanui and Kō also have walk-in services for students. There are rooms and computers students can access.</li> <li>○ No extended hours of service right now.</li> <li>● Chancellor Solemsaas: Try to limit face to face and push virtual services when possible. This is to be prepared if we encounter a shutdown.</li> <li>● VCAA Onishi, Academic Support Units: <ul style="list-style-type: none"> <li>○ The Learning Center and Hale Kea staff are still reporting to work on campus until told otherwise.</li> <li>○ Pāalamanui, Kō and Hilo are working together to provide online proctoring.</li> <li>○ All classes that are online synchronous: please administer and proctor your own exams.</li> <li>○ A Fall 2020 student technology survey was sent out, Lisa Fukumitsu (Learning Center) will be managing it and will get back to students who need laptops or internet service. For those who have face to face classes, you may have students with online classes before or after class who may not have time to go home/make it to their online class on time. To solve this problem, there are classrooms that they can use that have internet computer access.</li> <li>○ Instructional Technology Support Office (ITSO): Leanne Urasaki and Emily Zappeto are holding virtual office hours Tue-Friday 2p-4p if you need help with Laulima. Zoom link will be emailed out.</li> </ul> </li> </ul> <p>Sept. 4th: UHCC VP Erika Lacro, Assoc VP Tammy Chun, and Assoc VP Mike Unebasami will be joining in the Chancellors wala'au.</p>		
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5. Approval of Minutes - May 1, 2020	Moved to Sept.11		
6. Committee Reports	Moved to Sept. 11		
7. Old Business	<p>Financial Aid Update, VCSA Cortez:</p> <ul style="list-style-type: none"> <li>● Head Count: -7.5% and SSH -8.8% compared to last year.</li> <li>● For COVID-19 student issues, email <a href="mailto:hawcovid@hawaii.edu">hawcovid@hawaii.edu</a> or contact Dorinna directly.</li> <li>● Click <a href="#">here</a> for Dorinna’s presentation.</li> <li>● Student loan default rate is decreasing, currently at 19%. Rates 30%+ make a college subject to greater scrutiny and possible loss of access to federal financial aid.</li> </ul>	No action required	
8. New Business	<p><b>Budget Planning</b> Chancellor Solemsaas:</p> <ul style="list-style-type: none"> <li>● UHCC has asked that colleges open a process for budget discussions. The month of Sept is to be used for consultation for each of the campuses. Admin would like CoCo to take the lead to compile, identify and prioritize input from the College. Tasks: <ul style="list-style-type: none"> <li>○ Identify priority criteria.</li> <li>○ Articulate with System.</li> <li>○ What are guiding principles that need to be incorporated?</li> </ul> </li> <li>○ Categories to address rebalancing/repositioning include reducing expenditures and increasing revenues (see Unebasami presentation link above and President Lassner’s Aug 20th <a href="#">presentation</a> to the Board of Regents).</li> <li>○ Based on those categories, through division meetings, surveys, etc., CoCo will help identify strategies and/or</li> </ul>	Admin and co-governance leadership, including CoCo, Academic Senate and ASUH, will develop outreach to collect Kauhale input. Results will be presented back to Kauhale at the Sept 11th meeting. KAIAC will be asked to assist in compilation of data.	Sept 11

	directions put forth by the Kauhale in each area. See Rachel's <a href="#">presentation</a> .		
9. For the good of the order	<b>Next College Council Meeting: September 11, 2020 12:00-2:00p, via Zoom</b>  Motion to adjourn: Quintana/Sanders Meeting Adjourned 4:06p		