

COLLEGE COUNCIL MINUTES - APPROVED. 2021-01-15

<p>College Council Meeting Minutes December 4, 2020 2:00p - 4:00p Location: Zoom</p>	<p>Chair: Jeff Fujii Vice Chair: Reshela DuPuis</p> <p>Representatives: Beth Sanders, Robyn Kalauli, Larissa Leslie, Tennille Kephart, Christine Quintana, Laurel Gregory, Thatcher Moats, David Tsugawa, Helen Nishimoto, Ākeamakamae Kiyuna, Alan Ku</p> <p>Ex-Officio Members: Rachel Solemsaas, Joni Onishi, Ken Kaleiwahea, Dorinna Cortez, Jessica Yamamoto, Melanie Wilson, Kei-Lin Cerf</p> <p>Guest: Luzviminda Miguel, Carrie Mospens, Kimberley Stevens-Suguitan, April Kualii-Neal, Michelle Phillips, Daniel Loo, Calla Luera, Anne Chung, Lorianne Fukui-Stoos, Kanoe Lambert, tagi qolouvaki, Leanne Urasaki, Naveen Siriah, Nate Roberts, Kesha Kubo, Susie Dill, Pearla Haalilio, Mari Giel, Sara Vogel, Luria Namba, Tiana Hirota, Sam Giordanengo, Monica Burnett, Meidor Hu, Sandra Kama, Kristine Kotecki, Shae Clark, Kulia Salavea, Grant Kaaua, Darryl Vierra, Debbie Weeks, Lew Nakamura, KALEOPONO QUINTANA, Nadine Uina, Noel Tagab-Cruz</p>
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Topic	Discussion	Action/Person Responsible	Target Date
<p>1. Call to Order: 2:02 p.m.</p> <p>By: Jeff Fujii Minutes: Thatcher Moats</p>			
<p>2. Ascertain quorum</p>	quorum met		
<p>3. Approval of Minutes – Nov 13, 2020</p>	Motion to approve the minutes (Christine Quintana/Ākeamakamae Kiyuna)	Motion carried unanimously.	

<p>Reports</p> <p>a. Chancellor's Update</p>	<p>a. Chancellor's Update:</p> <p>Chancellor Rachel Solemsaas welcomed everyone and pointed out it's close to the finish line of the fall semester and acknowledged that we celebrate those students who are completing their educational journey. She provided an update on the budget discussions and the work of different working groups. She pointed out that the community college portion of the deficit is \$23M. The colleges are using the working group reports and looking into those opportunities. UHCC VP Ericka Lacro will be providing an outline, probably early next week. Solemsaas said she will immediately schedule a Wala'au session to discuss the latest memo and implications and get campus feedback we want to provide to her latest proposal. Next, Chancellor Solemsaas wanted to offer kudos to student government officers. They asked the administration to look into the catalog, which was initially only online, and now we will have a limited number of catalogs available either to pick up, or if that's not possible, we can arrange to mail as well. Stay tuned for more instruction on getting a printed copy. Also, Solemsaas reported she was hosting, convening and facilitating a couple of task forces, including the COVID steering committee, which recently had its final meeting, approved CARES funding, and therefore the taskforce concludes. Solemsaas said she will send the report to the College Council. Solemsaas reported that HawaiiCC also got \$600k from the governor's CARES funding. Solemsaas also discussed the Quality Focused Essays (QFE) from accreditation. There are two QFEs that we're committed to focusing on, including Integrated Planning. She said we're now redesigning Integrated Planning. The task force looked at an inventory of what we have, and will now spend January and February digging down and redesigning and building from what we have and doing adjustments, including thoughts on making sure we have a live planning document. The other QFE is on First Year</p>		
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<p>b. Committees</p> <p>i. Assessment Committee</p> <p>ii. College Effectiveness Review Committee (CERC)</p> <p>iii. Committee on Committees (CoC)</p>	<p>Experience (FYE), and several people are already participating in Ka'ao, so there are already some sessions to incorporate Ka'ao and the four nodes of Ka'ao, so FYE is proceeding well. Lastly, Solemsaas reported on Fall 2021 scheduling. She said there's been a lot of discussion about Fall 2021 scheduling. There's a desire and directive to create more face-to-face classes, but also a need to avoid the challenges of modality-change logistics. VCAA Joni Onishi and VCSA Dorinna Cortez will be advocating at the system level for a Banner solution, so if there are modality changes, it's more manageable.</p> <p>b. Committee Updates:</p> <p>i. ASSESSMENT COMMITTEE (AC): AC Chair Luria Namba reported on the Assessment Committee. She said they finished reviewing the assessment plans from last years' group and will continue reviewing what's coming in the next semester. She thanked the committee members and remarked they have a great team.</p> <p>ii. College Effectiveness Review Committee (CERC): Joni Onishi thanked Luria and the Assessment Committee for evaluating the assessments because that's one piece that CERC no longer must do. Onishi reported that CERC still has a couple more Comprehensive Reviews to review from submissions last year, and will start reviewing those received this year.</p> <p>iii. COMMITTEE ON COMMITTEES (CoC): Michelle Phillips reported that CoC has not met since the last time the College Council met but reminded everyone they are updating the handbook and will be working with the College Council and other committees on that process.</p>		
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<div data-bbox="300 337 611 459">iv. Environmental Sustainability Committee (ES)</div> <div data-bbox="300 646 632 768">v. Faculty and Staff Development Committee (FSD)</div> <div data-bbox="300 954 638 1157">vi. Kauhale Analytics and Intelligence Advisory Committee (KAIAC)</div> <div data-bbox="300 1271 558 1385">vii. Community Participation Committee</div>	<div data-bbox="682 199 1543 492"> <p>iv. ENVIRONMENTAL SUSTAINABILITY COMMITTEE (ES): Debbie Weeks reported that they have a draft of how they're going to populate the committee and will soon be meeting with the Senate committee and hopes to have the ES committee populated next semester. Weeks also reported that Earth Day planning is underway and if people are interested, they can contact her or Drew Kapp. Chancellor Solemsaas reported that HawaiiCC got two Americorp Vista Volunteers for Sustainability, one for Hilo and one for Pālanui.</p> </div> <div data-bbox="682 532 1535 695"> <p>v. FACULTY STAFF DEVELOPMENT COMMITTEE (FSD): Michelle Phillips reported that this committee hasn't met since the last update but is working with administration to put together a Convocation week flyer that should go out at the end of next week.</p> </div> <div data-bbox="682 800 1497 873"> <p>vi. Kauhale Analytics and Intelligence Advisory Committee (KAIAC)</p> </div> <div data-bbox="682 914 810 946"> <p>No report</p> </div> <div data-bbox="682 1141 1241 1174"> <p>vii. Community Participation Committee</p> </div> <div data-bbox="682 1214 816 1247"> <p>No report.</p> </div>		
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<p>c. Update from Financial Aid - VCSA Dorinna Cortez</p> <p>d. Update from COVID Steering Task force</p> <p>e. Update from CoCo Charter Review</p> <p>i. Task Force Membership</p> <p>ii. Charter</p>	<p>c. Update from Financial Aid - VCSA Dorinna Cortez</p> <p>Dorinna Cortez directed attendees to her written update and noted that the recent Scholarship Live event had 38 attendees, which was an exciting turnout. DSA Report to CoCo_VCSA email. 2020-12-04</p> <p>d. Update from COVID Steering Task force</p> <p>It was noted that Chancellor Solemsaas provided an update in her report.</p> <p>e. Update on College Council Charter Review.</p> <p>Jeff Fujii noted that he is setting up a Google document and all members on the review task force will have edit rights and all Kauhale members will have viewing access. The whole College will be able to review. Fujii noted he expects that the group will meet as needed. He said he is open to suggestions the Council and the College have on how to go about the Charter review process. He reported that Chancellor Solemsaas wanted to make sure we are very inclusive and that we try to make sure we included as many as we can when reviewing the document.</p>		
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<p>5. Old Business</p> <p>a. Policy Updates/Review</p> <p>HAW 2.203 - VCAS Ken K. - Recommended to abolish and replace w/EP 2.203</p> <p>HAW 2.100 - VCAS Ken K. - Recommended to abolish and replace w/EP 1.207</p> <p>HAW 9.730 - Title IX Coordinator Sara V. -</p>	<p>OLD BUSINESS</p> <p>HAW 2.203 - VCAS Ken K. - Recommended to abolish and replace w/EP 2.203</p> <p>Motion to approve abolishing HAW 2.203 and replace w/EP 2.203. (Christine Quintana/Larissa Leslie)</p> <p>HAW 2.100 - VCAS Ken K. - Recommended to abolish and replace w/EP 1.207</p> <p>Motion to approve abolishing HAW 2.100 and replace w/EP1.207. (Christine Quintana/Åkeamakamae Kiyuna).</p> <p>HAW 9.730 - Title IX Coordinator Sara V. - Recommended to abolish and replace w/EP 9.210</p> <p>Comment from Christine Quintana who was seeking information about the recommendation. Sara Vogel reported that this is about centralizing and moving from campus-specific policies to procedures at most campuses about workplace non-violence instead of having our own. Chancellor Solemsaas reported that when we review policies, especially those that relate to UH system, we look at our own to see if there is anything very unique</p>	<p>Motion carried unanimously.</p> <p>Motion carried unanimously.</p>	
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[Gift-in-Kind Policy.](#)
[draft. 2020-11-13](#)

6. New Business

- a. CoCo Zoom recordings:
rules for dissemination -
discussion

NEW BUSINESS:

CoCo Zoom recording: rules for dissemination -

Discussion: There was a recap of the issue at hand and the fact that CoCo recordings have been used to assist in finalizing the meeting minutes, and have not been released campus-wide. Fujii noted, however, that whether to release the recording publicly or not is the Council's decision.

Chancellor Solemsaas said there's value in honoring what we committed to by saying the recording was for minutes only and would not be released, but noted we do have an opportunity to change it if we want. She discussed the value of sharing information and being transparent and noted we have the technology tools to expand that.

Fujii agreed, but also raised the point that while he loves the idea, lots of people are participating in the Council meetings now that they're being held on Zoom, and maybe some of the reason is knowing that their participation will remain confidential,, so that's something to think about and talk about. He said he doesn't know if it's an issue but does want participation and doesn't want to scare people away because they don't want to be in front of the camera. DuPuis reminded participants that today's recording will not be shared, and will only be listened to by Jeff Fujii, herself and Thatcher Moats (minutes recorder), and only for purposes of capturing the meeting for the minutes. DuPuis offered her opinion that if the Council is going to vote to change the current confidentiality protocol, she believes CoCo representatives should first talk to their constituents, discuss and determine how they feel about making it public, and have a proposal at the January meeting. DuPuis also raised the issue of timing and whether we would want -- if we do vote to make public -- to release the

<p>b. HAW 7.102 Guidelines for Handling a Disruptive Student (current version) 2020-11-24</p> <p>i. HAW 7.102 Handling a Disruptive Student Revision (DRAFT with markup)</p> <p>ii. HAW 7.102 Guidelines for Handling a Disruptive Student (Revision 2020-11-24 for College Council)</p>	<p>recording right away or at the same time as minutes. Fujii noted this is something the charter review task force could also discuss.</p> <p>HAW 7.102 Guidelines for Handling a Disruptive Student (current version) 2020-11-24</p> <p>iii. HAW 7.102 Handling a Disruptive Student Revision (DRAFT with markup)</p> <p>iv. HAW 7.102 Guidelines for Handling a Disruptive Student (Revision 2020-11-24 for College Council)</p> <p>Cortez reported that this policy needs revision because the current one has outdated information in terms of campus phone numbers and reference to some aspects of the policy, and she revised it to be more inclusive regarding disruptive behavior anyplace on campus. It also includes entities we didn't have in place before like CARE Team.</p> <p>Fujii noted that this is the first reading, and we will review again next meeting.</p> <p>c. Proposal to create a Leadership Cohort task force, Chancellor Solemsaas</p> <p>Leadership Cohort task force Proposal</p> <p>Chancellor Solemsaas reported on a proposed task force to build a pipeline of campus leaders. She said this proposal came about</p>	<p>Discussion tabled until next meeting.</p>	
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<p>c. Proposal to create a Leadership Cohort task force, Chancellor Solemsaas</p> <p>Leadership Cohort task force Proposal</p>	<p>when she convened a hui of alumni from PELP (President's Emerging Leaders Program), Wo Learning Champions and CCLC (Community College Leadership Champions). They met five times to discuss leadership development opportunities to strengthen support for the campus. She noted there are certainly several ways we're already doing this, including the Ka'ao framework. The other one is an ongoing effort and support to build mentorship, both formal and informal. She reported that the Faculty-Staff Development Committee has pulled together and put on programs on mentorship and talked about creating a list of resources.</p> <p>Solemsaas seeks the Council's support to develop this, welcomes changes or revisions to the proposal, and invites Council members to be a part of it. She added there's no timeline yet. Also noted it will be important to look at the resources we have to get this started, including campus, community, and UH Foundation support to develop this. Helen Nishimoto suggested adding the cultivation of servant leadership to this. Solemsaas said that can certainly be added.</p> <p>No'el Tagab-Cruz asked what the difference between this leadership task force and the current leadership hui happening now, especially the current Ka'ao and FYE discussion groups, so we're not having people on multiple task forces doing similar things. Solemsaas said this was intended to build on the competencies of current leaders and leaders-to-be and would be a dedicated, cohort-based effort where we invest in different sessions they can participate in, so it's like CCLC or PELP, with cohort-based learning together. She added that grounding the group in the Ka'ao model has been discussed. In her view, this would not be a replacement but more a complement and a supplement to all the different efforts we have that create relationships and support systems as people go through the leadership journey. DuPuis asked whether it's planned to include experiential individual sessions on particular topics or a targeted year-long curriculum. Solemsaas said she doesn't have a</p>		
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<p>d. Notetakers schedule for Spring 2021</p>	<p>curriculum and that's what she's hoping a task force could build. She said she sees PELP and CCLC as models where there are projects, a service component, a curriculum and an intended learning outcome. Overall the goal is leadership development for the campus. Sandy Kama asked if clerical staff could participate and Solemsaas said that is the intention.</p> <p>Fujii said it's the first reading, so people should continue to review.</p> <p>Solemsaas said she's concerned that CCLC is being put on pause and she's not sure if another PELP will be renewed, so she's concerned that opportunities for leadership are going away, so if we have something Kauhale-based we will have our own track.</p> <p>Fujii discussed the note-takers schedule and said he will try to give earlier reminders to note-takers about when they are scheduled</p> <p>Christine Quintana asked Rachel to share information about the 80th anniversary plans..</p> <p>Rachel said the discussions of celebrating our Kauhale have been taking place and we're putting together a launch for the Spring All-College meeting. There will be ways to participate and we'll be using Kauhale Day on April 16th to culminate the activities and celebrate each other. Plans are for games, prizes, friendly</p>		
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<p>7. For the Good of the Order</p>	<p>competition and door designs as a way to engage each other and celebrate.</p> <p>Quintana said one thing discussed was that a lot of the conversations we've been having are quite heavy and morale is of a concern, so we thought about pulling together ways to celebrate all the wonderful things we've been doing despite some of the heavier conversations. But we need to figure out a way to address the morale challenges we have on campus.</p> <p>Fujii said we will bring this back up again in January.</p> <p>Motion to adjourn. (Christine Quintana/Alan Ku) 3:20 p.m.</p> <p>Next College Council Meeting January 15, 2021 from 12:00p – 2:00p</p>	<p>Council adjourned.</p>	
<p>8. Adjournment</p>			