COLLEGE COUNCIL MINUTES May 9, 2025 - FINAL approved 08.22.2025

College Council Meeting Minutes May 9, 2025, 12:00pm Location: Zoom Meeting Agenda (link)	Chair: Brenda Watanabe Vice Chair: Rachel Louis Representatives: Patrick Chong, Drew Kapp, Ākea Kiyuna, Kyen-Hunter Lake, Estee Nathanson, Jana Smith, Sherise Tiogangco, Lisa Yamanaka, Emily Zappeto Ex-Officio Members: Kimberley Collins, Kalani Flores, Kimberly Griffis, Larissa Leslie (proxy), Jodi Mine Kauhale: Tiffany Amana, Lissandra Baldan Jenkins, Calvin Black, Steve Capeder, Sharon Dansereau, Kenoalani Dela Cruz, Susie DeSa Dill, Reshela DuPuis, Kaipo Dye, Harold Fujii, Grace Funai, Laura Hall, Eri Hall, Sheldon Higa, Tiana Hirota, Robyn Kalauli, Ku'ulei Kanahele, Sharyl Kasarskis, Kesha Kubo, Samantha Kubota, Nancy Kunishige, Kanoe Lambert, Tamera Loveday, Luria Namba, Colleen Ogimoto, Jennifer Sims, Orlo Steele, Nadine Uina, Wailani Walker, Yining You

Topic	Discussion	Action/Person Responsible	Target Date
1. Call to Order: TIME 12:04 p.m. By: Brenda Watanabe Minutes: Lisa Yamanaka	• Meeting will not be recorded • Keep video and mic off unless speaking • Use chat whenever possible		
2. Ascertain quorum	• Chair ascertained quorum 12:04 p.m.	Brenda Watanabe	
3. Approval of Minutes • Draft minutes 4.11.25	**Discussion:** call for motion to approve minutes by Drew kapp. Review April 11th minutes. No edits or modifications.	Brenda Watanabe	

	Motion to Approve: ○ Motion: Drew Kapp ○ Second: Esther Nathanson		
4. Chair's Update	Last College Council meeting for Academic year 2024-2025. Announcing ballot for Academic year for Chair and Vice-Chair. Thank you to all.	Brenda Watanabe	
5. Old Business	Review Ballot for candidates for Academic year 2025-2026. End of year reports updated today.		
A. Announcement of College Council Chair and Vice Chair, AY 2025-2026 i. Candidate for College Council Chair: Lissandra Baldan Jenkins statement. ii. Candidate for College Council Chair: Larissa Leslie statement. iii. Candidate for College Council Vice Chair: Kate De Soto statement.	Ballots were sent to College Council voting members on May 5th and due May 8th. Results of the balloting: **Discussion: Chair Larissa Leslie** **Motion to Approve:** ○ Motion: Emily Zappeto ○ Second: Kimberly Collins **Discussion: Vice Chair Kate De Soto** **Motion to Approve:** ○ Motion: Drew Kapp ○ Second: Kimberly Collins	Brenda Watanabe Motion passed Motion passed	
Amendments to College Meeting calendar (August Date and Time).	Discussion: Motion to move College Council Meetings to the same day/with the Academic Senate on August 29th 2025. Some discussion about clarity of who decides.	Kenoalani Dela Cruz	

Schedule of College Meetings AY 2025-2026 draft - Google Docs Updated version 2:	Moved Academic Senate Meeting from August 22nd to August 29th, 2025. Time moved to 2:00 pm from 12:00 pm. **Date: August 29th, 2025** **Motion to Approve amending Agenda:** ○ Motion: Sherise Tiogangco ○ Second: Esther Nathanson **Time: 2:00 p.m.** **Motion to Approve Schedule of College Meeting with edits:** ○ Motion: Drew Kapp ○ Second: Kimberly Collins Edits: Move Ho'olulu Council to Aug 29th, 10:00am. Move Academic Senate to Aug 29th, 12:00pm to accommodate **Amendments to College Council Date/Time August FY25 approved.**	Motion passed Motion passed	
B. Integrated Planning Timeline Continue implementation plan reporting: VCAS. i. Implementation Plan ii. Staffing Plan update iii. Preliminary Budget	Jodi Mine discussed updates to the Integrated Planning Timeline that is now in its second year of implementation. Revisions are being considered and we seek to improve the flow of the plan and what can be realistically expected at each time point. When the IPT was designed, it was understood to be a dynamic document whose primary goal was to increase transparency within the operations of the Kauhale. Per the IPT for March/April: Sharing of implementation plans began last month when Kalei	Jodi Mine	

	Halehamau-Kam shared Palamanui and Kimberley Collins shared Academic Affairs. Staffing-positions given back if not filled within 2 years. Preliminary Budget-All budgets have not been spent. Encouraged by Jodi to buy supplies if needed for next year, FY26. Deadline for submission May 31st. Needs to be in the business office by this date. Use Pcard. No comments for Jodi. Thank you Jodi. Sherise Tiogangco requested staffing reports, budget plan and implementation to be hyperlinked to agenda. College Council AGENDA May 9, 2025 - Google Docs		
C. College Council Committees: End of AY2024-25 Reports i. Committees and Task Force to share updates. ii. Report of current committee chairs and members due to College Council Chair by May 30th	College Effectiveness Review Committee (CERC): Chair, VCAA Kimberley Collins (now CISE).Please read report per Kimberly College-Council-Charter draft 3.14.25 - Google Docs Updates on Environmental Sustainability Committee (ESC): By Wailani Walker Updates on Community Participation Committee (CPC): By Kesha Kubo-looking for volunteers. Christmas parade in Fall and Merrie monarch parade in spring. All welcome to participate.		

	Updates to the First Year Experience Kauhale Committee: By No'el Tagab-Cruz. Manono Long Range Development Task Force, looking to convene this in fall 2025. Faculty and Staff Development Committee (FSDC): By Tiana Hirota-Busy in Fall 24 and Spring 25 Lamaku workshops, business cards, safe zone, HISSI and more.TP and contract renewal workshops May 2025 completed. Looking at a new PD application process by fall 25. Mention monthly newsletters and to take advantage of online workshops for free. 21 new hires from June-April. 10 declined or did not reply. Please reach out if you want to be an Orientation host.		
D. 2025 ISER update: Accreditation Liaison Officer, E. Kalani Flores	Updates for Accreditation Steering Committee (ASC): By Kalani Flores-Goal to have no recommendations. Alot of executive orders going on with accreditation. Brenda asked for an anticipated timeline when accreditation. Everything happening this fall FY25, per Kalani.	Kalani Flores	
E. Palamanui update: Rachel Louis	Welcome Andrew Motor, IT staff. In the process of getting sound and visual for new space. Getting ready for graduation FY25. So grateful for space, not just for	Rachel Louis	

	graduation. Primary use for student gathering, studying and outdoor dining. Brenda, Thank you Rachel.		
F. Schedule of College Meetings for AY2025-2026. 2nd Reading.	**This agenda item moved by approval to 2nd item on agenda**		
G. Notetaker Schedule for AY2025-2026.	See link for schedule. Updated dates will be inputted now that Schedule of College Meetings for AY2025-2026 have been approved.	Brenda Watanabe	
6. Administration Updates A. Chancellor Susan Kazama Chancellor College Council Update AY2024-2025	Kimberly, Lamakū - mahalo to all of the faculty who have worked tirelessly to transition from Laulima to Lamakū. Kudos to you - it has not been an easy task and I thank you for the work you do for our students. See link for detailed information. June 4th new IT manager onboard. Stay tuned for updates on IT and who does what. No questions. Brenda, Thank you Kimberly	Kimberly Collins	
B. VC Academic Affairs Kimberley Collins VCAA College Council Update AY 2024-2025	See link for updates. Mahalo to all who have worked so hard to get our students to the finish line! And to all who are working to finalize the summer and fall class offerings.	Kimberly Collins	
C. VC Student Affairs Christine Quintana DSA College Council Update Spring 2025	Reminder: Spring 2025 final grades are due by 12:00 noon on Monday, May 19, 2025.Grades do not transfer from Lamaku to banner, need to be manually inputted.	Larissa Leslie	

	Email sent out to all faculty and staff. Graduation updates for both campuses.		
D. VC Administrative Services Jodi Mine VCAS College Council Update AY2024-2025	See link for updates. Naloxone training July 1st, 2025. Security available on both campuses 24/7 hours. Reminder sign up for Rave, if you have not, to receive text updates from security. Thank you to everyone to the kauhaule. Rachel questions- reminded the training available for everyone. Update to checklist?	Jodi Mine	
9. For the Good of the Order	Graduation dates: Manono May 16th, Palamanui May 17	Brenda Watanabe	
10. Adjournment Time: 1:44 p.m.	**NEXT MEETING: TBA when AY 2025-26 Schedule of College Meetings are finalized**	Brenda Watanabe	