COLLEGE COUNCIL MINUTES - 8/22/25, approved 9.12.25

College Council Meeting Minutes August 22, 2025, 12n-2p Location: Zoom Meeting Agenda	Chair: Larissa Leslie Vice Chair: Kate De Soto Representatives: Akea Kiyuna, Christopher Cooper, Ku'ulei Kanahele, , Estee Nathanson, Katie Yamanaka, Reshela DuPuis (proxy for Kenoa), Lisa Yamanaka, Patrick Chong, Sherise Tiogangco, Emily Zappeto Ex-Officio Members: Carrie Mospens, Christine Quintana, Jace Saplan, Jodi Mine, Kimberley Collins, Raynette Kalei Healamau-Kam, Taupouri Tangaro Kauhale: Ashlee Kalauli, Rachel Louis, Jeanne Batallones, Jennifer Sims, Quentin Ryan, Grace Funai, Wailani Walker, Calvin Black, Drew Kapp, Tim Flynn, Christopher Cooper, Kanoe Lambert, Janet Smith, Sharon Dansereau, Brenda Watanabe, Laura Hall, Basanta Pahari, Nadine Uina, Sandy Ott, Kaipo Dye, Nancy Kunishige, Kesha Kubo, Tiana Hirota, Sheldon Higa, Yining You, Precious Atendido, Sam Kubota, Steve Capeder, Harold Fujii, Tiffani Amana, Michael Skinner, Lissandra Baldan Jenkins, Luria Namba, Michael Branch, Colleen Ogimoto, Carrie Butler, Reshela DuPuis, Randiann Tokeshi, and Esther Nathanson.

Topic	Discussion	Action/Person Responsible	Target Date
I. Call to Order: 12:02pm By: Larissa Leslie Minutes: Kuʻulei Kanahele	• Meeting will not be recorded • Use chat whenever possible		
II. Ascertain quorum	• Chair ascertained quorum	Larissa Leslie	
III. Approval of Minutes	**Motion to Approve:**	Passed	

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● Previous meeting minutes, May 09, 2025 - DRAFT	● Motion to approve w/ recommended edit: Christine Quintana ● Second: Ākea Kiyuna **Discussion:** Misspelling in Section C, “merrie.”		
IV. Chair’s Update	Accreditation ● From September 22-24, there will be six people visiting from ACCJC. Meetings will be set up with folks who are invited to participate. ● Hawai‘i CC passed the DE (Distance Education) review for regular and substantive interactions. Mahalo to Leanne for her support and all the instructors who were selected to participate.	Larissa Leslie	
V. Committee Reports 2. Committee on Committees (CoC)	2025-2026 Monthly committee report schedule No report.		
3. Committee for Institutional Success and Evaluation (CISE)	Chair: Kimberley Collins Many CISE members are continuing from last year w/ a few new members. CERC and assessment combined into CISE. Switched roles from waiting and judging to supporting faculty and staff doing	Kimberley Collins	

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	program and unit reviews. This Fall, following up with faculty not available in Spring. Will look to Fall 2026 and reach out to faculty and staff up for program and unit review.		
4. Faculty and Staff Development Committee (FSDC)	Co-Chair: Lissandra Baldan Jenkins Updating employee handbook, coordinating PDs, convocation week, employee orientation.	Lissandra Baldan Jenkins	
5. Environmental Sustainability Committee (ESC)	Chair: Wailani Walker Continue on reducing carbon footprint on campuses. Review recycle bins on campus and clarity on who is responsible for clearing bins and who funding should be allocated to. Concerns that bins will attract pests/critters, homeless. Goal to make Hawaiʻi CC a model institution. Solar panel for electric vehicles. Mission this AY is to have a more comprehensive understanding of the background of recycling materials. Meet once/month. Looking for those interested in joining to help innovation.	Wailani Walker	
6. Community Participation Committee (CPC)	Chair: Kesha Kubo Committee of one. Anyone interested in joining, email Kesha. Organize Hawaiʻi CC presence at community events (parades,	Kesha Kubo	

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	festivals, etc). Provide promo materials, tablecloths, mahalo letters.		
7. Accreditation Steering Committee (ASC)	Chair: Kalani Flores Unable to attend - provided update via email. The College will be having an Accreditation Peer Review Team visit on Sept. 22-24. More information will be sent out as we get closer to the date.		
8. First Year Experience Kauhale Committee (FYE)	No report.		
VI. Old Business A. Proposed revision to the Schedule of College Meetings	**Motion to Approve:** ● Motion to approve the revised schedule: Christine Quintana ● Second: Ākea Kiyuna **Discussion:** On Nov 7 there are two meetings scheduled for 12 noon. Revise to move CoCo to 2pm, which is typical practice. Chancellor's office: move Kauhale day from Oct 17 to 24. Resh (chat): revise schedule to add Academic Senate mtg on Dec 12, 2:30pm.		

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	Vote by consensus to approve revised schedule. Question, for proposed Oct 24 Kauhale day, will Hoʻolulu Council need to be rescheduled and will the Senate need to be pushed back? Perhaps meetings can remain and people can choose to attend meetings or optional kauhale day events. Also WO Learning Champ PD on that day at LeeCC. Postpone approval of Oct 24 revision for clarification. Vote to change Nov 7th and Dec 12th dates only. **Motion to Table Oct 24 Kauhale Day proposal:** ● Motion: Christine Quintana ● Second: Ākea Kiyuna	Passed, Nov 7th and Dec 12th revision. Passed. When Chancellor clarifies, please inform Academic Senate and Hoʻolulu Council leadership.	
VII. New Business	None		

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VIII. Administration Updates A. Chancellor's Update	None		
B. VCAA Update	VC Academic Affairs Kimberley Collins ● Excited for our two permanent deans. ● Excited for employee HAW course, deepen commitment to strategic plan. ● Foreshadow Academic Master Plan (implementation plan), people starting to work on key components. ● NCHEMS presentation at BOR, summer 2024 representatives came to our Hilo and Pālamanui campus to interview people and do data analysis. It is important that we are aware of their recommendations. Link highlights things of interest to our campus. Recommendation to BOR, require UHH and Hawai'i CC to deliver programs to Kona side and remove barriers to student success by mandating systemwide articulation agreements. See slides for rec to president and rec to states. ● UH system aligned initiatives. ○ Aligned technology: Edsights (phone app where students can ask for info, student can be routed to different reps on campus), Navigate (student success system, a little bit like Starfish, Star and AI data), Edify (data system, behind the scenes of Navigate like ARAPO, Academic Logic). Ramping up for Jan launches.		

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	○ Program Credentials, overall goal is that students get 60 credits at CCs and 60 more at UHs. ○ Infuse AI. UH has an agreement with Google Gemini. If logged into hawaii.edu account, info you type in does not go into their pool of data. We do not have that agreement with ChatGPT. ○ Coursewise is an auditing tool, we may not continue to use. Kimberley may get a list of classes that do not articulate to other campuses. ● ITSO newsletter highlights. Lamaku autopublished Aug 20, site active for 5 days before classes start. Leanne and Emily did a great job on the syllabus template. Nice list of resources for students and faculty. ● AY 25-26 DCs ● Student access to free desktop Microsoft Office has been discontinued. If a student has it, they can keep ‘til end of the year. See Kimberley’s report for more info. ● Admin feedback forum: please use this form that the Chancellor created for anonymous feedback that can be brought to admin for discussion. ● The IT program, under Carrie Butler, applied for CAE designation. The first phase of application has been approved. Looking forward to formally announcing designation later in the year.		
C. VCSA Update	VC Student Affairs Christine Quintana ● Celebrate enrollment (see Christine’s report for numbers)! 65 students attended Kaʻao conference. Mahalo team for putting the event together. Mahalo		

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	counseling team for advising after dark. Mahalo DSA for processing late applications, financial aid, disability services, mental wellness, and providing directions and basic needs. ● DSA Contacts: Division of Student Affairs Directory of Services ● Outreach Calendar - 2526 AY ● Student Success Workshop Calendar - Fall 2025 ● Kesha provided reminder to use form to announce activities throughout the year. ● Student Life! New group of student leaders. Connect students with Wailani and Tim if interested in vacant positions. ● Participation Verification reminder. ● Non-Discrimination Statement highlight. ● FERPA reminder. Send questions to Sherise. ● Student Employment. We have a new Career counselor, Craig Mitchell. ● Banner modification. Lots of changes in Banner. Banner Modification website is a helpful tool to see what will be impacted. Offline from Oct 3-12, moving old data to the new platform. ADPSA will handle communication with students. Reach out to Christine if you have questions. Have a great weekend, laugh a lot :)		
D. VCAS Update	VC Administrative Services Jodi Mine		

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	● Jodi stepped away for a phone call. Asked Larissa to remind all to read.		
E. Pālamanui Director	Kalei Haleamau-Kam ● Congrats Larissa and Kate, mahalo for taking on responsibility! ● Shout out to Laurel Gregory for repping Pālamanui on CoCo. ● Already said report at All-College mtg. ● The latest good news, painting is down to the last building (Limuwai). The majority of buildings are complete. ● Office of Student Service, donut and coffee corner happening on Monday-Wednesday, to foster and provide support to our students. ● Extend kōkua, shoot Kalei text/email with what do you want to know about Pālamanui? Call, visit, email. ● Pālamanui Culinary Program, is it on stop out? We have one program, not two, just a matter where courses are offered. Not enough enrollment to run 1st year classes at Pālamanui.. Donala and Carrie working on plans, with Kalei, Paul and Cathy, on how to increase enrollment in the program. For Spring students interested in culinary, have them apply and proceed normally. An option is to start a cohort, will be out of sync with the Hilo side. When the schedule is ironed out, Carrie will share. Sherise clarification, on application for Spring, still accepting for culinary.		
IX. For the Good of the Order	● Care Team link: https://www.hawaii.hawaii.edu/careteam		

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	● Dean locations: ○ Carrie Mospens, dean CTE, office Manono Hale Aloha 128 (temporary until further notice), 934-2649 ○ Jace Saplan, dean LAS, office upper campus 346-108, 934-2519. jsaplan@hawaii.edu		
X. Adjournment Time: 1:17 pm	Next meeting Sept 12.		