College Council Minutes - 11/07/2025 (approved 12/12/25)

College Council Meeting Minutes November 07, 2025, 2p-4p Location: Zoom Meeting Agenda	Chair: Larissa Leslie Vice Chair: Kate De Soto Representatives: Ākea Kiyuna, Drew Kapp, Emily Zappeto, Estee Nathanson, Katie Yamanaka, Kenoalani Dela Cruz, Laurel Gregory, Lisa Yamanaka, Patrick Chong, Sandy Ott, Sherise Tiogangco Ex-Officio Members: Carrie Mospens, Christine Quintana, Kimberley Collins, Susan Kazama, Taupouri Tangaro Kauhale: Ashlee Kalauli, Basanta Pahari, Calvin Black, Caroline Lorenzo, Carrie Butler, Chris Midel, Colleen Ogimoto, Craig Mitchell, Eri Hall, Grace Funai, Harold Fujii, Kapena Landgraf, Kesha Kubo, Kimberly Russell, Lissandra Baldan Jenkins, Michael Branch, Nadine Uina, Nancy Kunishige, No'el Tagab-Cruz, Randiann Tokeshi, Reshela DuPuis, Sharyl Kasarskis, Wailani Walker, Yining You

Topic	Discussion	Action/Person Responsible
1. Call to Order: 2:01 pm By: Larissa Leslie Minutes: Patrick Chong	● Meeting will not be recorded	**Larissa Leslie**
2. Ascertain quorum	● Chair ascertained quorum - quorum is reached 2:04 pm	**Larissa Leslie**
3. Approval of Minutes ● Previous meeting minutes - October 10, 2025	**Discussion:** ● Chat on who is the voting member for LAS? No member is available at this time (2:04 pm). Drew Kapp stated he can be LAS' voting rep for this session. **Motion to Approve:** ● Motion: Susan Kazama ● Second: Estee Nathanson ● Vote: Motion Carried - unanimously passed	**Minutes approved**
4. Chair's Update	● Banner cutover: Class registration will close on December 11, 2025 @ 5:30pm. Have students register prior and make payments prior to Dec. 10th. Banner to reopen on Saturday, January 03, 2026.	**Larissa Leslie**

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	● Sherise Tiogangco provided Banner Cutover Plan Calendar	
5. Committee Updates/Reports B. FYE Kauhale Committee C. Committee on Committees	● No‘el Tagab-Cruz and Robyn Kalauli presenting ○ Not present to present - will defer to next meeting ● Susan Kazama presenting ○ No updates on committee on committee	
6. Old Business A. Ka‘ao Ka‘ika‘i Strategic Plan (KKSP) Implementation Task Force Proposal - Second read	● At the last meeting, a motion was made to table this item to this meeting. ● Taupouri Tangaro shared questions regarding the strategic plan. ● Reminder that this is just a proposal and the entire College Council has a chance to make suggestions. ● Susan Kazama restated that areas of interest encompass the entire kauhale. ● Currently, the proposal only involves two individuals’ input and looking for more council members to assist in getting the plan moving. ● Question - Kenoalani Dela Cruz ○ If we don’t create metrics, then UH System would create proposal? Ka‘ika‘i is available via the website. How would our proposal align if it’s different than System’s proposal? ○ Response - Tangaro ■ HawCC is adding a fifth metric to go along with System’s proposal. ● Question - Kate De Soto ○ What is the timeline for the proposal and responsibility of the strategic plan belongs to the College Council? ○ Response - Tangaro ■ Opportunity for our kauhale to condition ourselves to move the strategic plan forward. ● Clarification - Larissa Leslie ○ Requested clarification on what needs to be approved. ○ Response -	**Taupouri Tangaro**

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	■ Tangaro explained that we are looking to vote on kaʻikaʻi leadership to carry the proposal forward. ■ Reshela DuPuis stated that the proposal for a task force was to see how to get the process started and the College to see if we need another standing committee. How much does the kauhale want to take on, dedicating time to the strategic plan. ■ Christine Quintana stated that she believes the first step would be to adopt the proposal, and then at a future date, see if we should create focus groups to decide on metrics. ● The vote on the proposal will happen at the next meeting.	
7. New Business A. Integrated Planning Timeline - 2025 revision, First Read	Susan Kazama presenting: ● Adjusted integrated timeline up for review. ● Louis Salvaterria becomes new UH Budget Director. ● Putting out for the first read. ● No motion needed today, take timeline back to constituents for feedback and bring back questions, if any, to College Council.	
8. Administration Updates A. Chancellor's update	Chancellor Susan Kazama ● Ongoing federal shutdown - executive order for Hawai'i Relief Program launch. ● Public Works is planning a roundabout at Manono and Kawili intersection. ● Congrats to Nursing and Trades for new endowment scholarship ($250K) and secondary nursing scholarship. ● Merge is not on the radar for HawCC and UHH per President Hensel. ● EDvance Director begins 11/24 (Douglass Adams) - previously HI County R&D Director. ● Pay attention to eBanner cutover.	**Susan Kazama**
B. VC Academic Affairs' update	VCAA Kimberley Collins ● Final grades are due 12/22 @ noon and exercise special care when entering grades due to Banner cutoff.	**Kimberley Collins**

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	● Mahalos sent out to program directors. ● Working with VCSA Christine Quintana on EAB Navigate 360 launch in April 2026 (P1) and June 2026 (P2). ● Review ITSO Newsletter, including professional learning opportunities. ● Highlight Hoʻolulu Council and engage in series. ● Spring 2026 Hawaiʻi CC Hawaiian Language 102 course being offered.	
C. VC Student Affairs' update	VCSA Christine Quintana ● Eri Hall on board in DSA. ● UH System Common Scholarship App open and assistance available now through 03/06/26. ● Spring registration begins Monday 11/10. ● Counseling Newsletter published. ● Administration has not put holds on student registration accounts - this is a grace period, not account forgiveness. ● Students will not be able to see balances during Banner cutoff. ● 'Iolana is 'real.' Learning that students are communicating with us differently. ● Instructors can begin inputting grades on 12/19, deadline to submit grades is 12/22 @ 12 noon. ● Masquerade Winter Celebration scheduled for 12/19 (10a-12p).	**Christine Quintana**
D. VC Administrative Services' update	VCAS Jodi Mine ● Jodi not here today but link is in agenda. Larissa discussed Adm. Svcs. updates. ● Staffing update is linked. Please share with constituents and bring feedback to the next meeting. ● Reminders on Employee Leave types. ● CSA training reminder.	**Larissa Leslie for Jodi Mine**
E. Pālamanui Director's update	Director Kalei Haleamau-Kam ● Laurel Gregory with updates since Kalei unavailable. ● Dr. Stevens' update on two former students with books coming out. ● Early College Culinary students are wrapping up classes and serving	**Laurel Gregory**

Topic	Discussion	Action/Person Responsible
	luncheons on 11/15 and 11/22. ● 1st Annual Campus Resource Fair held. ● Emergency Food Distribution held last week with our regularly scheduled one next week on 11/12.	
9. For the Good of the Order	● Hawai‘i Island Veterans Day Parade - Saturday, November 08, 2025. Hawai‘i CC will participate as a marching unit. ● Annual Downtown Hilo Holiday Parade - Saturday, November 29, 2025. Hawai‘i CC will be decorating a float and is looking for students, staff, faculty, and ‘ohana and friends to join in! ○ Complete this form by Wednesday, November 26th, 2025 ○ Donations welcome! Candy canes, empty boxes. ○ Contact Kesha Kubo at 808-934-2800 or keshas@hawaii.edu ● Hawai’i Island Food Distribution reminder for November and Food Locations Map ● Hawai‘i CC Pālamanui Food Distribution	**Larissa Leslie**
10. Adjournment Time: 4:00 p.m.		