Chancellor’s Advisory Council Meeting

Date: Thursday, June 21, 2018
Time: 2:30-4:30 p.m.
Place: Kopiko 127B/128


Members Absent: Sarah Bremser, Carol Hoshiko, Brenda Ivelisse, Justin Kashiwaeda, Veronica Ogata, and Jeff Zuckernick.
Guests: Russia Famorca (Student Congress Vice President), Linh Hoang Poe, Roger Reed, and Stan Fichtman

Call to Order
Chancellor Pagotto called the meeting to order at 2:30pm. The Chancellor acknowledged the good work by outgoing department chairs Ron Takahashi, Charles Matsuda and Karen Boyer. This was their last meeting as department chairs.

Approval of CAC Minutes from May 3, 2018
Karl Naito moved to approve the minutes and Bob Franco seconded.
Action: The minutes were approved unanimously with one amendment.

Student Congress
Student Congress President Allyson Villanueva reported
• The U-pass was approved. A $40 transportation fee starting fall 2019.
• The students went to a conference in Boston.

College Priorities
Chancellor Pagotto stated that for next year, the College will be engaging in a Wildly Important Goal or WIG.

A video was shown on the 4 Disciplines of Execution by McChesney, Covey and Huling
• Discipline 1: Focus on the Wildly Important Goal
• Discipline 2: Act on the lead measure
Discipline 3: Keep a compelling scoreboard
Discipline 4: Create a cadence of accountability.

The Chancellor asked the members to brainstorm in groups on a Wildly Important Goal for the College. It must be described “From X to Y by Z”. The responses were (this was transcribed directly from the poster papers)

- **Group 1: Simplify reporting requirements- SSP, ARPD, CPR, ISS, PAIR, ARF**
  - Create new and innovative programs for non-credit and/or Bridge
  - Increase HS and pathways
  - Incentive retirement
  - Increase efficiency
  - Streamline processes
  - Accountability and integrity
  - Increase communication between "silos"
  - Decrease bureaucracy
  - All decisions should be grounded in making the student the priority

- **Group 2: Student basic needs - basic needs master plan**
  - No more duct tape, magnets (sanitation)
  - Extracurricular activities (for students, staff, faculty) voice together
  - Showcasing home talent
  - Dorms/Housing

- **Group 3: Move from a culture of no to a culture of yes, by May 2019**
  - Assess barriers of inefficiencies of system by 4 months (Oct/Nov) – Start here? Self, dept., unit
  - Clarify our brand values or redefine our uniqueness

- **Group 4: Back to teaching and learning**
  - Double the amount of preparation time per course section from __ to __, by May 31, 2019

- **Group 5: Increase revenue; decrease HR paperwork time from __ to __;**
  - Student persistence; "repeat customers"; transfer rates up
  - To increase student persistence from present to future rate by 5%, by May 2019

- **Group 6: By May 31, 2019, 10% per year reduction in deferred maintenance $7-8 million per year, by lobbying the (informally) legislators and properly quantifying where/what areas can be reduced**
  - By May 31, 2019, increase grants by 20%, invited to write, apply, and assign, by # apps submitted and follow through on grants

- **Group 7: Increase the number of graduates from the spring 2018 number to at least a 10% increase for spring 2019**

- **Group 8: To Increase enrollment 10% by 5/31/19 (Increase enrollment and revenue) with summer’s bridge; indigenous serving institution; community campus outreach (quality product, marketing, focus on public image, personal pride)**
Undergraduate research - HS
job placement - CTE cohorts

UH Foundation: Linh Hoang Poe, Senior Director of Development, UH Foundation

- In FY 2018, Kapi’olani CC raised $2,835,438, which greatly exceeded the other community colleges.
- Linh partners with campus leadership to raise funds for top priorities
- Kapi’olani CC has 110 scholarships of which 28 are endowed. Second-year scholarships can be increased to help students to persist.
- To work with Linh to develop support for a program or to create scholarships, contact her at Linh.hoang@uhfoundation.org

Renovations – 16 projects: Brian Furuto, Vice Chancellor for Administrative Services

There are 3 phases to a renovation project: assessment, design, and construction. The following are the active capital projects:

- Mokihana Renovation for Student Success – projected completion 7/27/18
- Upgrade to campus switchgear, Phase 1, began in July 2017 – projected completion 10/19/18
- UHCC Systemwide accessibility assessment is taking place. At the same time, the College recently completed a CTE civil rights audit. The final report will be coming out at the end of the year – projected completion 11/30/18
- Koki’o Building Assessment – design only, renovation could potentially cost $40 million – assessment completion 11/16/18
- ‘Ōhelo renovating 3 of the 5 kitchens. No disruption to Ka ‘Ikena and Tamarind.
- Naio interior renovation began June 2018, projected completion date December 2019.
- ‘Ōhia Cafeteria renovation and replace kitchen flooring – After the fall semester, the cafeteria will be closed and fully renovated. A tent will provide space for eating, projected completion 8/23/19.
- Culinary Institute of the Pacific – phase 2 will begin beginning of the new year, projected completion 7/10/20.
- Manono, Title III renovation for student success – 17 employees and 20 student peer mentors will need to be relocated.
- ‘Olapa re-roofing – from 11/16/18 to 12/27/19
- ‘Ōhelo replace A/C, pending legislative appropriation – 11/16/18 to 9/20/19.
- Title III will have a final project for this cycle to start around 1/19 to 7/10/20.
- Upper campus repair/resurface exterior concrete stairway spalling – 4/19/19 to 8/23/19.
- Mokihana, Maile, Mamane repairs, phase 1 of 3 – 4/19/19 to 7/10/20
- Parking lot C: repair and resurface parking lot – 4/19/19 to 8/23/19
• Koki’o Various repairs, pending legislative appropriation, construction to begin no earlier than August 2020
• Energy efficient phase, JCI project – over a 2-year period. Currently, the college has 3% renewable energy. Once the improvements are completed, we will have 74% renewable energy. The project is ongoing.
• Transformer replacement may necessitate temporary shut down for some buildings.

‘Awa ceremony: Kapulani Landgraf and Nawa’a Napoleon
• The ceremony on June 29 is to commit to the campus and to each other.
• Kūpono – being right with yourself and to be right-minded moving forward.
• ‘Awa – kava, (piper methysticum), the root is the source of a drink used in ceremony
• Kānoa – bowl for the ‘awa ceremony and also the person doing the ceremony.
• ‘apu – coconut shell cup
• Lawelawe – to serve or attend to. There will be 5 lawelawe to serve.
• When making the ‘awa, the person making the ‘awa gazes into the bowl of water. He sees his reflection and reflects on whether he is right with himself. Then the ‘awa is added. You must be right with yourself first before drinking the ‘awa. The olelo no’eau for Kūpono is “The water first, and then the ‘awa”.

Chancellor Update: Louise Pagotto
• During the fall semester, focus groups will be brought together to get to the root of the issues on campus. We will engage a facilitator.
• August 9, 2018, Accreditation workshop in the morning
• August 10, 2018, Assessment colloquium