Previous Meeting Notes

Approval of Minutes
The meeting notes for December 10, 2018 were approved.

New Business

Council of Chancellors Meeting – Louise P.

- KapCC will attend the January 10, 2019 ACCJC meeting.
- There will be upcoming budget meetings. John Morton will do a budget presentation on behalf of the CC’s.
- An announcement was sent out today about the UH budget and the amounts the Governor included in the budget.
- Discussed pooled insurance to cover costs for ASL interpreters.
- JCI Partnership to have a curriculum for non-credit HVAC training.
- Participation in Hawai‘i Club Football for high school students extending to the UHCCs.
- UH Maui College Faculty Senate resolution to complain about the Multi-Factor Authentication (MFA).
- There will be a Title III meeting on January 25 to plan the next round of grants.
- UHCC will be following up on the Faculty Worklife Survey.
- Tuition proposal to be presented to the BOR in January to reduce tuition for the next few years.
- BOR approved new MOU for UHF. Development Officers are employed by UHF, but they report to the Chancellor.

Admin SSP and Performance Funding Measures – Louise P.

- What happened this semester? What happened in your areas that might lead us to make changes in the measures?
- What is it we need to do next semester to really push to support these measures?
- What did people do in the various areas that we may want to celebrate?
- What initiatives have people tried to do to address the five performance measures?

Nāwa’a:

- VCAA may have a list of approximately 5K students that were enrolled at KapCC and haven’t been awarded a degree. A plan is to have a group look through the list of students, identify those who would have now graduated or have only one more class to graduate, create a pool of these students, and use this pool to reach the benchmark.
• KapCC offers different modes of learning (online courses, face-to-face, hybrid, etc.), but UHM offers mostly face-to-face courses and not many online or hybrid courses. To increase transfers to UHM, they should look into offering more of those courses.

Louise suggested that we highlight all the good things that the campus is doing at the spring convocation, starting with the A&S and CTE programs. This could be regularly presented at the monthly CAC meetings, as well as a weekly post on the news bulletin.

Admin should update the SSP Google doc by next Friday, Dec. 28.

**Cart Decorating Contest – John. R.**
Discussed the decorations for the cart.

**Convocation – Joanne W.**
• There have been many discussions/meetings on the second recommendation by the ACCJC on assessment and its timeline.
• The location of the convocation has been relocated from Kōpiko 126-128 to ‘Ōhi’a 118.

**RTRF Request? – Louise P.**
• The VCs and Dean of Cont. Ed. are still discussing how to assign the $60K allocation.
• The criteria for professional development requests will be updated.
  o Joanne sent admin one incoming prof. dev. request.

**Admin Updates**
• No’eau requested the Deans to schedule dates for the Listening Tour for the months of January and February.
• As of December 17, enrollment decreased from 5,546 to 4,889.
• Reminder text messages were sent to students about payment.
• 634 students were purged.
• Student Affairs Winter Lunch on December 19 from 11am - 1pm. Admin staff invited.
• Bring non-perishable food items to support the campus Food Pantry.
• OSA and BOSA are now separated. Students and VCSA are currently searching for a BOSA advisor and a temporary OSA advisor.
• BOSP will be moving into the PTK space. Kapio News is moving to ‘Iliahi 124.
• Continuing Ed. registration office has temporarily relocated to Kōpiko 121. Coordinators moved to Kōpiko 209AB.
• UHCC Program Development Coordinator meeting is tomorrow, December 18, and one of the topics of discussion is a system wide retreat/location for Continuing Ed. coordinators and possible Culinarium.
• KapCC Continuing Ed. is interested in offering micro-credentialing and offering digital badges. Dean Hoshiko wants to know if this can just be done or if there is an approval process. Louise will discuss with John Morton.
• Dean Hoshiko plans to apply for a Historic Hawaii Foundation grant for the Sentry Post located near the Culinary Institute of the Pacific at Diamond Head.
• Nāwa’a continues to track enrollment for A&S, BLTCH, and Health Sci. in efforts to meet the 20% budget cut.
• It was requested for the next meeting that the Chancellor provide the Deans a full scope of their authority.
- Planned the next Admin retreat to be scheduled for Thursday, January 31, 2019. Will confirm the date with the rest of the admin staff who were absent today.
- Jeri and Colette, staff chairs for HSSI, had requested to close the campus for staff to attend HSSI. Request has been denied, but staff will be encouraged by the Chancellor to attend.
- The next Admin Staff meeting is on January 7, 2019.