Executive Leadership Team (ELT)
Monday, January 13, 2020
2:30 p.m. – 4:30 p.m.
ʻIlma 202A
Facilitator: Louise Pagotto

Administrative Staff Members: Maria Bautista, Brian Furuto, Carol Hoshiko, Noʻeau Keōpūhiwa, Nāwa’a Napoleon, Louise Pagotto, Lisa Radak, John Richards, Joanne Whitaker

Members Absent: Brian Furuto

Guests:

Previous Meeting Notes
Approval of Minutes
The meeting notes for January 6, 2020, were approved with amendments.

New Business
Feedback from Convocation – Louise P.
- ELT shared feedback from last week’s Convocation and cluster/department meetings.
- Discussed feedback on Re-imagining. Comments will be transmitted to the Disappearing Task Force for discussion at their meeting next Tuesday, and will then be sent out to the campus.

Website Ideas – Joanne W.
Discussed ideas for the website.

Faculty Senate Resolutions – Louise P.
Discussed responses to (4) Faculty Senate Resolutions.

Monthly Budget Reports – John R./Lisa R.
- Can we discontinue the paper copies? This can be addressed to Shirl F.
- Can we address the accounts receivable process related to collections? ELT will need to address this to Brian and the Business Office.

Sharing faculty between campuses – Lisa R./John R.
- Can we create a process to ensure the workload has been vetted before coming to the Dean? It is a case-by-case basis as it depends on whether faculty have other commitments. The requesting institution is to send their request to the administrator for approval. Deans can check in with their chairs before deciding whether or not to approve requests, taking into consideration the collective bargaining agreement and other policies and procedures.

Request to Fill
- EMS Instructor - Approved

Admin Updates
- Legislative update:
  - Senator Donna Kim requested that the University’s vacancies be categorized by 1) position will be filled this calendar year and there is funding; 2) position is essential, there is no money, but
will be filled this calendar year; or 3) position will not be filled. This will be due back to the Legislature on January 31. When we receive this request, we will likely have a short turnaround. Once we receive the updated vacancy report, ELT must review and categorize.

- Ways and Means & Budget and Finance update - we put in a request for CIP for 4 positions and $1M for operations, but by the time it got to the Legislature, it decreased to 2 positions and $450K, and we are now being asked questions about how we are expected to do the job with this decreased number.

- Donna Kim has received 2 anonymous letters from KapCC employees. Erika Lacro provided responses at the Legislative hearing.

- The ELT Retreat is scheduled for Monday, February 3, to discuss plans for FY21.