EXECUTIVE COMMITTEE

Meeting of Monday, November 25, 2019

Ka Lama 102

MINUTES

1. Attendance. Chancellor Lui Hokoana convened the meeting of the Executive Committee at 9:32 a.m. Present were: Kealii Ballao; Kahele Dukelow; Angela Gannon; T. Karen Hanada; Kaleikoa Kaʻeo; Brian Moto; Deanna Reece; Vice Chancellor David Tamanaha; Jay Vanzandt; and Nicole Vida
2. Living Value Statement / Branding. Chancellor Hokoana read the draft Living Value Statement. It was suggested that the word “Betterment” in the Living Value Statement be replaced by the word “Best”. The Committee discussed the draft Statement. Chancellor Hokoana will circulate the draft again among Committee members. The draft is also being vetted by other campus governance groups. Once adopted the Living Value Statement will be used in UHMC marketing and communications. The ad hoc Marketing Committee, which consists of four faculty, the campus graphic designer, college webmaster, IT representatives, and consultants, is also reviewing these matters.

Chancellor Hokoana said that he has spoken with marketing consultant Saedene Ota about the UH logo. She is designing a new logo incorporating the ulu (breadfruit) image. UH System is apparently willing to allow new “design elements”. Heretofore, the official UH seal was the only authorized logo, with specific colors assigned to the campuses.

1. Enrollment Management Update.
	1. Part-time Student Initiative. Chancellor Hokoana said that he will distribute the Enrollment Management Plan. UHMC will operationalize the Plan and include goals for part-time students. Deanna Reece reported that wrap-around services will be recommended to improve retention of part-time students. It was suggested that more creativity and new initiatives at the top UH leadership level were needed to address current challenges.
	2. High School Outreach. The following events have been scheduled:
		1. February 7, 2020, at Maui High School.
		2. February 21, 2020, at King Kekaulike High School.
		3. February 28, 2020, at Baldwin High School.
2. Budget Updates. David Tamanaha reported that equipment funding requests were reviewed by UHCC. Most of UHMC’s equipment requests were approved. UHMC departments are encouraged to proceed with procurement of approved equipment.
3. Renovation updates.
	1. Molokai. Consultants are working on final design plans for the new campus addition.
	2. Hospitality Academy. An agreement for consultant services is near finalization. Design work will begin upon contract execution.
	3. Pilina Multi-Purpose Room. UHMC will seek design services for modification of the room.
	4. Health Center. UH System may hold general contractor F&H responsible for compliance with County construction inspection requirements, even if it means re-opening walls already emplaced.
4. Campus Office Moves.
	1. Chancellor’s Office. Chancellor Hokoana said that his office will move into the former offices of the Vice Chancellor of Academic Affairs, in December. Others associated with the Chancellor’s office will also move out of Kūpaʻa.
	2. Deans. The CTE Dean and Dean of Arts and Sciences will move into Pilina offices downstairs.
	3. The Committee discussed re-use of Ka Lama 207 and the proposed movement of the English Department to Kūpaʻa.
5. Molokai Update. Chancellor Hokoana reported that CTAHR will use the Molokai Farm, including the farm building. He also reported that he met with the Molokai Advisory Group.
6. All Staff Professional Development on Monday, January 6, 2020. In lieu of Convocation, the campus will engage in staff professional development at Paeloko. Bus transportation will be arranged. Everyone will be asked to participate except those needed to ensure continuity of campus operations. Lunch will be served at the site.
7. WASC Senior College and University Commission (WSCUC) Visit. WASC Vice President Maureen “Mo” Maloney will visit the campus on December 4, 2019.
8. What’s on your mind?
	1. Nancy Johnson’s retirement party will be on Thursday, December 19, 2019.
	2. The Committee discussed President David Lassner’s email regarding diversity and tolerance, which was prompted by recent incidents on UH campuses.
	3. The Committee discussed room reservation procedures and the use of campus facilities by political organizations.
	4. David Tamanaha reported that a UHCC budget request for twelve mental health counselors has been cut in half for budget reasons. None of UHMC’s new facility support position requests were included in the proposed UH budget. The Department of Budget and Finance cut the request for additional tutor funding and deleted funding for a new Honolulu Community College Science Building.
	5. Chancellor Helen Cox of Kauai Community College is retiring as of December 31, 2019.
	6. The Committee discussed vacation leave requirements for 11-month faculty.
	7. Kealii Ballao reported that 96 responses were received regarding an Academic Senate agenda item, of which 76% supported a vote on a proposed resolution regarding Mauna Kea.