Standard III.B. Physical Resources  
Committee Meeting  

February 3, 2011  
2:00 pm  
Building 9  

Present:  
Mike Barros, George Boeman, John DeLay, Chulee Grove, Nadine Leong-Kurio, James Niino, Derek Oshiro, Wayne Sunahara, Mike Willett  

Absent: Mark Lombawa, Norman Takeya, Evelyn Greene, Ben Ocol  

Meeting was called to order at 2:00 p.m.  

2. Meeting Schedule: all meetings in bldg. 9, 2:30 to 3:30 p.m.  
   a. March 9  
   b. April 6  
   c. May 11  
3. Survey: Reviewed the survey to finalize questions, Nadine will send out the survey for final review by next week.  
4. Distribution  
   a. University College: John  
   b. AERO and AVID: Mike W. and Evelyn  
   c. Apprenticeship: James  
   d. Tech 1: Chulee  
   e. Tech 2: Mike will work with Sam  
5. Chulee will talk to Ken Kato to get an account to pay for the printing of the surveys.  
6. At the last steering committee meeting, it was announced that the first draft is due on April 18th. Committee members were not happy with the new deadline and expressed their trepidation regarding the due date. However, the committee will move forward with its time line and try and complete as much of the first draft as possible.  
7. Chulee will send the MS"Word" version of the last accreditation report so that committee members will have a starting point for their first drafts.  

Meeting adjourned at 3:13 p.m.  

Physical Resources web site:  
http://home.honolulu.hawaii.edu/~nadine/physical/  

Listserv: hcc-physical-l@lists.hawaii.edu