Campus Leadership Team  
Meeting Minutes  
May 4, 2015  
12:30 pm – 1:30 pm

Present: Katy Ho, Mike Barros, Michael Ferguson, Lara Sugimoto, Wayne Sunahara, Mike Meyers, Silvan Chung, Jim Poole, Marcia Roberts-Deutsch, Guy Shibayama, Billie Lueder, Jeff Sterns, Emily Kukulies, Kalei Lum-Ho for Alapaki Luke, Mario Mediati, Sarah Myhre  
Absent/Excused: Steve Auerbach, Jon Blumhardt, Derek Inafuku, Kara Kam-Kalani, Alapaki Luke, Conred Maddox, Irene Mesina, Charles Miller, Bert Shimabukuro, Josephine Stenberg, Dee Uwono, Russell Uyeno

Call to Order  
The meeting was called to order at 12:33pm by Katy Ho.

I. Check In/Update  
1. John Morton visit May 4th to talk about the UHCC Strategic Plan at 3pm  
2. Honolulu CC Townhall for the strategic plan. Erika is working on the narrative. Be on the look out via email for the next draft.  
3. Planning Council Student Success Pathway presentation. Administration will continue to work on that over the summer.  
4. Homeless issue. City Council will be voting on the sit/lie ordinance. Chancellor has provided testimony and is working with Chair Martin and Councilman Manahan.  
5. Last meeting for CLT for the year; remind folks to get grades in on time.  
6. Heald closure; UHCC System is working together to help these student. Getting more information on what courses students are interested in and working in a coordinated effort with the UHCC System office. If you are getting any inquires filter them through the Outreach office.  

II. Approval of Meeting Minutes (April 6): Approved with no corrections

III. Graduation  
Graduation website; name list is on the graduation website.  
http://programs.honolulu.hawaii.edu/studentlife/sld/graduation-information/  
Faculty come by 4:30p in full regalia.

IV. CLT Self-Assessment  
Katy recap’ed what was discussed at the last meeting. It was agreed that CLT will meet in the second week of the semester and once a month after that. There were two options that were discussed: Option 1 – keep CLT
and Option 2 - What CLT should be; as a campus focus around enrollment management?

Slivan handed out feedback from the Academic Support unit; they seem to like Option 1 to keep CLT as a forum for facilities, budget, security

Student organizations (Emily). Catch all committee; where would that go if CLT goes away. A place to give announcements of all the student activities

Previous years CLT didn’t have much purpose; need to have structure and focus and not be a place for people to vent. A place to find solutions and be a channel to filter the request or complaint. How can we help you or add a plan of action? Suggestion to start an online wiki.

Administrative Services – a better way to communicate around items in that area.

Students have asked for the formation of a facilities and operation group CLT is not that we need to find a way that people can voice their opinion on

Many members agreed that CLT is a nice cross section of representation in which the primary focus should be of higher level topics options and how the various units can we be involved or help.

Katy asked the group a question: What from this group would be the one or two major things that this group would want to tackle
  1. Campus beautification
  2. Campus communication
  3. Focusing on the strategic plan
  4. Accreditation; submitting mid-term in the Fall; formation of the next self assessment
  5. Student Success Framework
  6. Fundraising for the campus $5 million
  7. Student Success Pathway
  8. How can the areas help with the strategic plan
  9. Accreditation
  10. Events, scheduling, planning and communicating
  11. Have Derek here at every meeting
  12. Facilities maintenance; relook at the forms
  13. Communication; Admin send out another weekly update
  14. Student Success Pathway

Katy to take back suggestions to the admin team to discuss and will send out dates for next year. If you know of events for the next academic
calendar, please share. Emily volunteered to map out a process for events calendaring.

If anyone needs to swap out as a CLT member let Katy or Renette know before the end of the semester so that they can update the listserv.

Meeting adjourned at 1:30 pm.

Minutes prepared by Billie Lueder.