Campus Leadership Team Meeting Minutes
February 7, 2011

Present: Mike Barros, Kyle Higa (SSEC), Ralph Kam, Ken Kato, Emily Kukulies, Irene Mesina, Shanon Miho, Lianne Nagano, James Niino, Sam Rhoads, Marcia Roberts-Deutsch, Bert Shimabukuro, Melissa Tupa (NHC), Russell Uyeno

Guest: Howard Kam (ASUH)

Absent/Excused: Jon Blumhardt, Farah Doiguchi, Brian Furuto, Lynn Inoshita, Erika Lacro, Wayne Lewis, Jerry Saviano, Eric Shaffer, Jolene Suda, Kerry Tanimoto

I. Minutes approved with the following corrections:

A. Sam Rhoads asked if Rose Sumajit’s White Paper on “Leveraging the Student Computer Lab and Technical Desktop Support Offices To Provide More Comprehensive Technical Support Services For the HCC Community” and other documents shared at CLT should be included in our minutes? Answer: On a case by case basis, CLT will decide which documents are included in the minutes and yes, we will include Rose’s White Paper in our minutes by providing a link. Sam will work with Rose to find out the URL address and ensure that she has her name as the author of the document.

B. Ken Kato corrected Item IIIa.2. to state that the Technology & Science building is what is #2 on the Community College priority list of projects so need to delete “The PRU for.”

C. Shanon Miho corrected III.d. to state that the main concern is where Academic Policies and changes in policies can be found for faculty, staff and students. She looked at the Internet and Intranet but only found campus policies on campus safety, student conduct, etc. For example, she wasn’t able to find a clean copy with the changes in the placement policy that was signed by Mike Rota dated October 2010 to share. She said it seems these policies should be clearly stated somewhere in both the Internet and Intranet, especially when there are changes since the catalog was printed.

II. ASUH Presentation: Howard Kam, ASUH President shared with the CLT what he presented at the Board of Regents meeting:

• Unlike some of the other campuses, he felt that our administration has been very supportive of ASUH.

• Shared past events and successes such as the Poker Tournament where students also gave back to the community (Food Bank), Leadership Conference at Hilo, Springfest, etc. Currently planning the upcoming Springfest and to avoid the e-mail deluge of previous years, will set up springfest.wikispaces.com to give updates to the various planners to ensure that everyone gets the same message.

• Shared with the BOR the long-range plans 4-story parking structure plans that would add 700+ parking stalls.
• Working on a Student Caucus to discuss issues like tuition locks (for continuous enrollment), centralized location for tutors, and more money for science and tech programs.

Marcia Roberts-Deutsch asked what would be the most effective way of getting student input on Accreditation items? Howard suggested an on-line survey and they could have tents in the mall with laptops available to do the surveys.

III. Updates and Announcements:
A. Emily Kukulies shared the HCC 101 Flyer in case you hear about this from students; you will know what this is about. It is not a credit class but the name of our combined New Student Orientation and Mandatory New Student Registration sessions.
B. Tuesday, February 15 Wo Learning Champion sponsored event
   1. 11:30 Distinguished Speaker on Change: Shanah Trevenna
   2. 12:30 Interactive Campus-Specific Activities: Allen Tateishi and Norm Takeya
C. Marcia asked about the status of the digital displays that were presented by a student from the Media Board last year. Emily said that it is at Manoa’s procurement office.
D. Irene Mesina asked if we will invite Kory Uramoto-Wong from our Bookstore again to go over the upcoming Fall semester purchases. Ralph Kam said that a one-on-one meeting as needed with her might be better.

Submitted by Shanon Miho, Recorder