Campus Leadership Team Meeting Minutes  
March 28, 2011

Present: Gleniss “Kaiulani” Akamine, Mike Barros, Farah Doiguchi, Lynn Inoshita, Ralph Kam, 
Ken Kato, Emily Kukulies, Erika Lacro, Irene Mesina, Shanon Miho, Lianne Nagano, James 
Niino, Marcia Roberts-Deutsch, Jerry Saviano, Bert Shimabukuro, Russell Uyeno, Preshess 
Willetts-Vaquilar.

Not Present/Excused: Jon Blumhardt, Brian Furuto, Wayne Lewis, Sam Rhoads, 
Eric Shaffer, Jolene Suda, Kerry Tanimoto.

I. Approval of Minutes – March 14, 2011
A draft of the minutes of March 14’s meeting will be circulated by email later this 
week for review and comments.

II. Updates and Announcements
A. Emily announced that Green Week (sustainability event) is taking place this week 
Tuesday through Thursday (3/29/11 – 3/31/11) and encouraged faculty and staff 
to stop by the mall/cafeteria and participate. Emily also reminded faculty and 
staff to nominate students for STAR awards. Applications are available online 
and in the SLD office.
B. Ken announced the completion of the following renovations/repair in:
1. Building 20: air conditioning repairs
2. Building 5 courtyard: removal of concrete tables/benches; elevator stoop fixed 
to make it wheelchair compliant.
C. Erika announced that the Pearl Harbor Apprenticeship job fair was held on 
campus last Saturday (March 26, 2011) and was successful.
D. Ralph announced that a mala (garden) is being built behind the Children’s Center.

III. Special Referendum
Marcia raised concerns about the rising tensions that escalated between faculty as a 
result of the FSEC resolution to add a voting member from Kupa Ku Wai. There is 
great concern for these tensions and how we can heal from this and move forward 
collegially. Members of the CLT felt that it is important that we all strive for a more 
collegial climate on campus and felt that a route for mediation needed to be 
developed and made available when individuals want to seek help.

IV. Registration Guide
Erika announced that the fall/summer 2011 Registration Guide is available online and 
is being printed. Fall registration begins on April 11. The pre-requisites are being 
corrected in banner and the rules are being built in banner for the 
remedial/developmental courses.
V. **Building 7 Renovations Update**
Ken met with consultants for the Building 7 renovations and they decided it was best to delay the start of the inside renovations because the exterior renovations (elevator and mechanical rooms) may take longer. The updated renovations schedule is as follows:

- **Summer 2011**  Project starts—elevators and mechanical rooms
- **Fall 2012**  Renovate the 5th and 6th floors
- **Spring 2013**  Renovate the 3rd and 4th floors
- **Fall 2013**  Renovate the 1st and 2nd floors

VI. **Re-Organization Update**
Erika announced that updates on the campus re-organization can be found on the intranet (notes from previous meetings, schedule of meetings, etc.). To see the updates, click on the tab called “Campus Organization” on the right side of the intranet home page.

VII. **Waitlist**
Discussion took place on whether HCC should activate the waitlist function in banner for fall 2011 registration. Since the function is new and fall registration is just around the corner, the decision was made to keep the list of courses with the waitlist function to a minimum. The courses selected should be high demand (tends to fill up quickly) and not have any pre-requisites because the pre-requisites mistakes from last semester are still being corrected. The suggested courses include the following: SP 151, HIST 151, HIST 152, ICS 100. The faculty teaching these courses are strongly urged NOT to issue manual course overrides if the waitlist function is being used.

VIII. **Equipment needs**
Ken announced that he has about $100,000 from the system office to purchase equipment. Erika asked the Deans to work with Division Chairs to look at the equipment needs that were specified in program review and the implementation plan and come up with a prioritized list.

Meeting adjourned at 12:35 p.m.

Next meeting is April 11, 2011, 11:30 a.m., 2-214.

Lynn Inoshita, Recorder