Kupu Ka Wai Meeting  
November 15, 2010

1. Call to Order: 2:38 pm

2. Attendance
   b. Guests: Jerry Saviano, Kinohi Gomes,

3. Position Updates
   a. Title III
      i. Working with Brian to get position out
      ii. Follow up on description for APT and Tech Spec
      iii. FYE position description kicked back from HR-Leon to follow up
   b. NHCTEP
      i. Nam Le hired as Technical Specialist
      ii. Ed Specialist position is with Brian now.
   c. PRIDE
      i. Where is the Academic Support Coordinator position?
         1. Advertised, committee convened.
      ii. Pua Reis is currently filling position through a casual hire

4. Committee Updates
   a. FSEC
      i. Alapaki will email Jerry for KKW rep. update
   b. CLT
      i. Jolene had meeting today and will forward minutes.
      ii. Mala: Ralph
         1. didn’t come up.
      iii. Campus Closure
         1. Building 6 or can make special arrangements if need to get into student files.
         2. Email Brian/Ken to let know what plan.
         3. More fans are needed because the air conditioning will be turned off
   c. COSA
      i. Kristy new rep replacing Shana
      ii. Chair: Mike Ferguson
      iii. Leon will forward emails
   d. ATD
      i. Leon
         1. Sending 5 people to ATD Institute in Indianapolis
            a. Jolene, Ina and Ka‘iulani will be attending.
            b. Jonathan and Erika also
         2. Will send out packet for travel info. Leon working with Renette to get travel done.
         3. May be able to get money for Native Hawaiian Welina through ATD extra funds.
   e. SSEC Rep
      i. Decide on representatives for next meeting
   f. Recruitment and Retention
      i. Jolene and Pua
   g. Tech advisory Representative
      i. Ina will be on rep.
   h. Planning Council
      i. Mission Statement: Have to take a look at SLOs
      ii. Approving at December meeting
iii. Program Review for end of the year funds
iv. Student service and academic programs have to be done by December 15.
   1. No one received and should expect this week the template.

5. KKW Budget Sub-Committee Update
   a. Next meeting November 22; 2:30 pm
   b. Jolene follow up with Lyn on budget subcommittee needs.

6. Program Review
   a. Leon will follow up with Brian to get template/Due date November 30.

7. Puko’a Retreat
   a. January 7-9
      i. Keala, Tiani, Alapaki, Jolene, Ka’iulani, Kristy
      ii. After this week’s Puko’a meeting will probably have a better idea for who needed when.

8. KKW/NH Programs Retreat
   a. January 28
   b. Service Learning Project Email
      i. Everyone should reply to the email vote
   c. Attendance
      i. Friday
         1. Leon, Alapaki,
      ii. Saturday
         1. Leon, Alapaki,
      iii. Sunday
         1.

9. Hawai’i Community Foundation Letter
   a. KKW letter expressing concern about application deadline move.
   b. Kristy will draft letter and send out for editing
      i. Due Date moved up and Voc Ed consolidation

10. Na Pua No’eau Update
    a. Kinohi Gomes
    b. Handout
    c. Legislation to institutionalize programs and place a Na Pua No’eau representative on each campus. Approved through Puko’a and BOR and next step is legislation.
    d. Any questions?
       i. How would work at HonCC?
          1. Reports through current student services structure and also have separate NPN duties.
          2. SS provides infrastructure and NPN provides program.
       ii. How does hiring work?
          1. Collaboration between NPN staff and campus representatives.
       iii. Position main duties are?
          1. Recruiting, give students exposure to higher ed opportunities,
          2. Found that longer participation with NPN, the greater chances of success.
    e. Upcoming projects
       i. Document what Na Pua No’eau is and what positions would do

11. English Update by Jerry Saviano
    a. New developmental reading and writing curriculum
    b. Next semester going to be confusing:
i. b/c experimental reading 98a/b and writing 97a/b

ii. Chart refers to new sequence of classes

   c. Asked to be on agenda b/c missed planning council on Friday and
      missed discussion of concerns brought up by Ron Pine.
      i. Was left with impression that KKW believed NH students do
         not do well with ALEKS program.
      ii. At the beginning of this year, Council was tasked with
          prioritizing budget, prioritized this as low. Low or high does
          not mean not priority but more on perceived effectiveness.
      iii. New reading/writing "essentials" curriculum
          1. Using an online computer instruction
          2. Reading using "Reading Plus" software
          3. Writing using "My Writing Lab" software
          4. For all classes in essentials curriculum they will have
             self paced programs that they have to finish to pass
             the class.
      iv. Program/Class is structured
          a. Each class will meet twice a week for 1:15
             hours.
          b. Will have 3 classrooms with 20 computers
             each and a lab with 30 computers in portables.
          c. Each class will have class and lab.
          d. Not mandatory lab time, but have to spend 2
             hours per week working on reading/writing.
          e. Identical to transfer level curriculum times.
             i. Like this b/c successful developmental
                courses.
          f. Classrooms will have computers because at
             the beginning of the semester, the instructors
             will go between classroom based and
             computer based instruction.
          g. Will max out 20 students per class. No tutors in
             beginning. One prof should be okay...will not
             have tutors b/c doesn’t want to take control
             from instructor.
          h. Have instructors spend one hour of office
             hours staffing lab.
          i. Will be new instructors for many of these
             classes.
          j. Will be graded rather than credit/no credit.
      iv. Jerry: Have to look @ graduation rates to see success.
          1. Successful computer based courses are more
             successful than those that don’t.
          2. Has release time next semester to check to see that
             class is instituted properly.
      v. Jolene
          1. How can we deal with students who come in?
          2. Jerry will work with tutor trainers to familiarize with
             program.
   d. KKW Concerns
      i. KA shared student feedback concerns for ALEKS.

Next Meeting: December 3, 2:30 PM, Halau