Planning Council
MEETING NOTES
September 3, 2010
10:30am – 11:45am
Bldg.7-432

Present: Brian Furuto, Mike Barros, Russell Uyeno, Marcia Roberts-Deutsch, Ross Egloria, David Panisnick (for Jerry Saviano), Sam Rhoads, Eric Shaffer, Kerry Tanimoto, James Niino, Cory Takemoto, Rose Sumajit, Silvan Chung, Ron Pine, Leon Florendo (for Keala Chock)

Guest: Owen Miyamoto, Greg Witteman

Not Present: Mike Rota, Erika Lacro, Ken Kato, Ralph Kam, Scott Murakami, Jonathan Wong, Bert Shimabukuro

Meeting called to order at 10:30 am.

AGENDA:
I. Approval of minutes
II. Budget Update
III. Facilities Update
IV. Accreditation Status
V. Charter Revision Meeting Day / Time
VI. Mission Statement Revision
VII. Election of New Chair
VIII. Meeting Time
IX. OTHER

I. APPROVAL OF MINUTES
• Cynthia Smith bought a concern to the floor from Ron Pine regarding an issue being voted on from the FSEC to the PC.
• Cory Takemoto and Marcia Roberts-Deutsch recall the only issue bought to the floor from the FSEC was the prioritization list of the Budget planning process.
• A suggestion was made to re-evaluate the last recording of the meeting and approve the May meeting minutes at the next PC meeting.

➢ No objection was made to postpone the approval of minutes.

II. BUDGET UPDATE (Handouts distributed by Chancellor Rota)
• Brian – explained the financial spreadsheet and the current financial situation HCC is currently facing
  1. FY 09-10 are Actual projections (located in the planned expenditure section of spreadsheet)
     a. Amount listed includes the 2.5 million dollar restriction
2. FY 10-11 are actual projections
   a. We don’t have reductions this year, because the monies has been already put in and adjusted
3. FY 11-12 and so forth are only projections
   • We have “Reductions” instead of “Restrictions” b/c the $’s are out permanently
   • FY 11’ – Difference in Revenue vs. Expenditures doesn’t get transferred to the next year
     1. Excess revenue for HCC is close to 8 million
     2. The excess revenue will take care of the strategic plan issues
     3. We will NOT spend all the $’s but we have enough $’s to operate
        a. Sprint building lease will be paid with excess revenue
           i. Other UH offices from system for possible cost sharing may be interested in renting with HCC space
   • Strategic Plan – prioritization 1,2,3. These items are built into the current budget
   • **Question:** is there any restrictions for FY 10? (A: ZERO), FY 11’? (A: unknown).
   • Additionally, it was stated that the new governor has their own perogative to adjust the executive budget (appointment to start in January 2011)
   • **Greenwood’s Strategy**
     1. New budget strategy based on strategic plan (5 goals)
        a. UH Budget Request at Leg. Systems (5 goals – 3 themes)
           (themes are not identified at this time)
     2. Performance based budget – Allocation needs to be spent on what it was intended to be spent on. Should there be remaining allocation – the remainder would go back to the general fund. There was discussion of penalties but it is at a high level talk at this point.
        a. For accountability purposes for the State finances
        b. Insuring money is being spent appropriately but also for the activities for which it was intended to

III. FACILITY UPDATE

• Renovations to building 7 will begin next summer 2011
• Renovations to last approximately 1 year
  a. Rewire, relighting, vents, windows
  b. Elevator tower will be added as Phase I
• **SPRINT Building**
  a. Unclear of where we are in the process in securing building and timeline of moving in
  b. Brian will ask Mike to send something out to the PC to detail where this is at
  c. Right now Brian is not sure if it just one floor of the building or the whole building
  d. Lack of information may be due to the confidentially in relation to the negations
e. Depending on how large a space HCC will secure as of this point, PCATT. Some services that do not have major student traffic (business office, non HCC offices – Morton’s office)
f. ETC portables may be available, however, the Sprint building space is extremely important for the renovation process

- Cory thanked the NHC for their willingness to move to open up room for the classroom space. Thanks to James, Ken, Glenn getting everything done. There was a lot of things and issues that had to be resolved prior to the move and they got it done quickly
- Update on the Technology and Science Bldg. (CHARRETTE Planning)
  a. Design Science Bldg this summer had to – the name of the building is the Technology and Science Bldg not the Science and Technology Bldg, (per Sam)
  b. Need to get approval from the C&C at this point
  c. Hopefully come next year, the Board stated that because this is part of the new budget strategy that we need to take this to the Legislature to move forward
  d. Brian stated in regards to the LRDP what it will look like or come to meeting on September 15, the last LRDP meeting at 2:00pm

IV. ACCREDITATION UPDATE
- Accreditation Oversight Comm. can do the stress test. On-going body responsible for managing accreditation
- Marcia – unnecessary to create another committee
  a. Things that need to be done for the ACCJC is done/given by the self study chair
  b. Delegates the responsibilities to AOC/SS
  c. Self-Study secure information
- Accreditation self-study groups could use additional assistance/volunteers
  - Motion: To have the AOC and Self Study perform the Stress Test instead of re-creating another committee.
  - Cynthia Seconded
  - 12 in favor
  - Motioned passed unanimously

V. CHARTER REVISION
- Per Cory still in the mist of doing that
- Cory will call another meeting specifically for this issue. In the near future he will requesting best meeting times
- Brian asked what happened to Marcia’s revisions of the charter. Cory still has it.
- Marcia stated that there were many discussions but little issues in which were agreed upon – still need to go through the document – nothing finalized.
- Major issue is the relationship of the PC to other committees?
VI. MISSION STATEMENT REVISIONS

- Kupu Ka Wai not related to Strategic Plan?
- Especially in the areas of servicing Native Hawaiians
- Corey will find out status for Jim regarding mission.
- Marcia commented getting the Mission in place is key to accreditation

VII. ELECTION OF NEW CHAIR

- Cory chairperson responsibilities/term ends in December 2010
- Cory also shared that he is no longer part of the academic support unit
- Suggestion made to have time to make nomination, to have nominees whether self nominated or nominated by others to think about if they are interested in accepting the position and responsibilities
- Clarification of who is eligible to be chair
  1. Cory’s understanding is you don’t have be on the committee to be chair, its open to the entire campus
  2. Brian shared that it would be good to have the chair be part of the committee for at least one semester because of the continuation of topics and issues that need to reach some sort of resolution or at least an individual that is aware of what is going on at the time
- By 9/24 send nominations to Cory via email no later than 9/30. Cory will put list together for others to review

IX. OTHER (Rose from IT)

- Internal Reorganization within the department - See Attached
  1. Streamline the operations
  2. Looking at the desktop support to handle larger groups
  3. Additional determination is needed to identify what kind of help campus needs?
  4. Doing more collaborative things between ITC MIR and EMC.
- Data Project Action Plan
  1. Project initiated due to recent breaches at UH at KCC
  2. Development of workshop and sharing technical tools people may choose to use will be suggested
  3. Training IT staff and also to target people who are collecting sensitive data
  4. IT would also like to do the basic computer/security awareness of protecting data for all individuals as well
- Enterprise Desktop Management
  1. Software will help to reduce errors
- Phone, Security Cameras will go onto data network but they have to do some rearchitecturing so it does not interfere with other on-going systems. They will need to do a lot of background work to make this functional
- UH has gotten money for all campus to go to a voice over IP. UH will be upgrading the network and then they will invite the rest of the system to join them.
• IT personnel to participate in tech conferences
• Cynthia suggested to send information of what Rose had just shared to the campus including information of the re-org in the tech department –
• There was also questions in regards to the Tech Plan and how it integrates with the re-org. Still in the process of inventorying what IT has and may need to have then go from there

Brian is asking for an ASUH-HCC Faculty Advisor – Please contact Brian Furuto

Next meeting 2nd Friday in October (October 8th @ 10:30) 7-432

Submitted by Silvan Chung