Administrative Staff Members: Brian Furuto, Kelli Goya, Carol Hoshiko, Ann Ishida-Ho, Brenda Ivelisse, Salvatore Lanzilotti, Linka Mullikin, Nawa’a Napoleon, Patricia O’Hagan, Louise Pagotto, Leon Richards, Charles Sasaki and Joanne Whitaker

Members Absent: Brian Furuto, Kelli Goya, Ann Ishida-Ho, Linka Mullikin and Louise Pagotto

Native Hawaiian Values and Culture: Nawa’a Napoleon
“Aia nō ike kō o ke au”
“Ke kō” means to carry out a task. “Au” means ocean current or it is a metaphor for time. It can also mean each person. The quote is similar to “time will tell” but it also can mean that each person has a choice in changing a situation.

Enrollment Management and Marketing: Brenda Ivelisse and Carol Hoshiko
The current enrollment is 6,301 students, which is down 4.2% from last spring. The Vice Chancellor for Student Affairs will be implementing an enrollment management plan. It will take time before results are seen but it is an important step.

It was decided that the application deadline will be extended until Friday, January 2, 2015. Low enrolled classes will be cancelled on Jan. 7 and classes start on Jan. 12.

Travel Requests: Leon Richards
A brief summary on each travel request was presented. Colette Higgins, Maria Bautista and Charles Sasaki will be attending an AANAPISI conference in preparation of applying for a grant.

Updates: Leon Richards
Vacant positions will be discussed at the Chancellor’s Advisory Council (CAC) meeting on January 27.

Tenure, promotion and contract renewal dossiers have become long. A suggestion was made to discuss this with the faculty senate.

* For accompanying documents and/or access to all Administrative Staff Council minutes and documents, please go to Quill, Governance: Shared and Participatory (http://quill.kcc.hawaii.edu/page/governance); under Standing Councils, Administrative Staff Council.

Submitted by: Joanne Whitaker
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