Native Hawaiian Values and Culture: Nawa’ā Napoleon
Today’s phrase was, “Ne’epapa ka āewa”.
Ne’epapa means move together or the path the sun tracks across the sky.
āewa means genealogy or family line.
The phrase means, “Our students are part of our genealogy. We move forward together as a family”.

Travel Requests: Brian Furuto
There were two travel requests.

Vacancies: Leon Richards
UHCC Policy 9.495 Long-Term Vacancy states that if a vacant position is not filled within a two-year period, then that vacant position must be returned to the UHCC Vice President’s Office. In accordance with KCC Vacancy Guidelines (adopted September 25, 2014), the position allocation and reallocation plan will be disseminated to the Chancellor’s Advisory Council (CAC) at their meeting tomorrow, Jan. 27, 2015.

President Lassner Visit to KCC Agenda: Leon Richards
The Chancellor requested that any suggestions to the agenda for the president’s visit be sent to the Chancellor’s Office by tomorrow.

Commencement 2015: Merrissa Brechtel
Four locations were considered for the off-campus venue for Commencement 2015: Waikiki Shell, Blaisdell Arena, Hawai’i Convention Center, Stan Sheriff Center. Some of the venues were not available. The Hawai’i Convention Center was the most competitive and most willing to work with us. Currently, exhibit hall III is being reserved. There is a possibility to acquire more space. The Director of OCCR will check if ads can be sold in the program to offset some of the expenses.

APT Special Compensation Adjustment: Leon Richards
The announcement to nominate APT for special compensation due to going above and beyond their responsibilities will be sent by HR to the supervisors.

Miscellaneous: Leon Richards
• Enrollment Forecast Review from the System – More data will be coming from the system regarding enrollment numbers
• Minutes on Ohana website – Standing council and AGO minutes will be posted and available for the campus.
• Draft E/M Performance Evaluation Policy – 360 reviews will start soon.
Updates for the Administrative Staff

- Funds will be allocated for marketing for the summer and fall semesters
- The Board of Regents (BOR) approved the UH - 10 campus Strategic Direction. The UHCC Strategic Directions will be presented to the BOR soon. The KCC Strategic Directions will need to reflect the UH system and UHCC Strategic Directions. The focus will be in four areas. Strategic Plan meetings are scheduled monthly with the CAC Budget and Planning Committee and others across the campus.
- The Title III timeline will be adjusted for the 5-year renovations. One year will focus on the plan, permitting and design of the renovations and the next year will be the construction. The expenditures will vary from year to year. The spending will be less in the planning year and more in the construction year.

* For accompanying documents and/or access to all Administrative Staff Council minutes and documents, please go to the Ohana website, (https://ohana.kapiolani.hawaii.edu/groups/administrative-staff-council/) under Groups, Administrative Staff Council.

Submitted by: Joanne Whitaker
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