Title: Chancellor’s Administrative Staff Council Minutes
Place: 'Ilima 202A
Date: Monday, October 12, 2015
Time: 1:30-3:30 p.m.

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

Members Absent: Brian Furuto, Ann Ishida-Ho, and Brenda Ivelisse

Guest: Bob Franco and Shirley Tsukano (for Ann)

Native Hawaiian Values and Culture: Nawa’a Napoleon
Mo’okū‘auhau means genealogy. Nawa’a traced the genealogy from 1750 to Queen Kapi‘olani.

KCC Strategic Plan 2015-2021: Bob Franco
The most recent version of the Mission, Vision and Value statements were discussed (Appendix A)
KCC’s Strategic Plan Outcomes were also discussed. (Appendix B) Each section can be summarized as follows:

I. Hawaii Graduation Initiative: Focus on Student Success = Graduation
II. Hawaii Innovation Initiative: Prepare Student for Productive Futures = Innovation
III. Grow Enrollment: Improved Outreach & Engagement = Enrollment
IV. Modern Teaching & Learning Environments: Sustainability = Sustainability

Strategic Plan Outcomes I. is the College’s performance funding measures. Outcome II. D. will track students in apprenticeships, internships and clinicals to see where the students are getting jobs. Outcome IV is the College’s sustainability plan. The Sustainability committee is a standing committee in the faculty senate. A request will be made to include representation from the other AGOs (Student Congress, Staff Council, and Kalāualani) on the committee. More discussion is needed on place-based learning. Should it be aina-based instead?

High Performance, Mission-Driven Campus: Collaborate with UH and UHCC system (Appendix C) and the Six Institutional Effectiveness Measures Summary were also discussed (Appendix D).

The Strategic Plan is the guiding document for decisions about sabbatical leaves, teaching equivalencies, etc. Therefore, all resources including Title III or other grants should be tied back to the Strategic Plan.

Travel Requests: Leon Richards
There were no travel requests.

All-Campus Open House: Your Kapi‘olani Experience: John Richards and Joanne Whitaker
The event is taking shape. On November 6 at 4-6pm, there will be six destinations featuring five programs across the campus. The programs are Health Sciences, Arts and Sciences, Business/Legal/Technology/Hospitality/Culinary, Continuing Education and the International Café. From 6-7pm, activities and performances will include a culminating event featuring the Royal Hawaiian Band, a hula halau from a local high school, and a chili cook off.
The purpose for the event is to engage the community, show the programs offered at the College, and thank the community for their support.

**Administrative Staff Updates**

- At Neighborhood Board meetings, Carol was asked questions regarding the progress of the Culinary Institute of the Pacific project. Should hard hat tours be offered?
- At the Hawaii Public Health Association meeting, Patricia is working to move forward with the community health worker program.
- The Science, Technology, Engineering, and Mathematics (STEM) expo is in November with events on campus. Carol will follow up with marketing.
- On Sept. 30, Nawa’a was asked to speak to the neighborhood board regarding building walls around the Ala Wai canal to prevent flooding from the mountains. They are proposing an 8-foot wall on the Waikiki side of the canal.
- Staff Council will be attending leadership training at Windward CC.
- The Student Success System Council has 13 subgroups looking at the various aspects of the developmental education mandate, which requires all students to complete college level math and English courses during the first year. One issue includes student placement into math and English classes. English is proposing Accuplacer or writing samples. Math is considering high school GPA, smarter balance or ACT, Accuplacer or Alex. Who is going to make the final decision?

There are proposals to change the math course curriculum for Math 75 and 82. One model to help students in math is from Leeward CC. The model is a math Lab classroom for students to come in on their own time with support from tutors.

* 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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