Native Hawaiian Values and Culture: Nawa’a Napoleon
Mālama – 1. To take care of, tend, attend, care for, preserve, protect, beware, save, maintain; to keep or observe, as a taboo; to conduct, as a service; to serve, honor, as God; care, preservation, support, fidelity, loyalty; custodian, caretaker, keeper. 2. Pancreas 3. Stroke in lua fighting.

Words in Hawaiian have many and deeper meanings.

Travel Requests: Brian Furuto
Travel requests were discussed.

Esben Borsting Introduced: Leon Richards
The Chancellor welcomed Esben as the Title III Project Director and thanked Kelli Goya for serving as interim director.

Enrollment Debrief: Brenda Ivelisse and Carol Hoshiko
Current enrollment is 7,382 which is down -4.7% from last year. Enrollment and student semester hours (SSH) across the system is down. Admissions is working on streamlining our application processes. The system will centralize all applications in fall 2017, which will reduce redundancies.

The Student Affairs staff are looking at different ways to communicate with students such as texting. Marketing will be streamlined as well. Star registration is being piloted in Fall 2016 by the Business department. By Fall 2017, all registration will be through Star. Star registration will provide services for the students. For instance, a student can identify his or her degree and Star will say what courses to take and in the best sequence. It can create a mock schedule for the student even if he or she blocks off times to accommodate a work schedule. Therefore, every degree plan must be submitted by April 2017.

Star can interface with Banner. The catalog needs to match Star as well. Academic counselors will know the pathway and Cory Ando and Kelli Goya will input the Star rules. Any curriculum changes must be communicated and inputted into Star.

For fiscal reasons, the Deans are being encouraged to monitor low-enrolled classes unless they are necessary for graduation requirements. There will be a survey to ask students if they would take classes that are 4, 6, 8, or 12 weeks in length versus the tradition 16 weeks. A community college in Virginia did a study over a year and a half and found that persistence and completion rates and grade point averages were dramatically better when 6-, 8-, or 12-week classes were offered. Financial aid requirements will have to be considered if we offer shorter term classes. For instance, VA students need 12-week courses to get financial aid. A committee has been formed to work on the details. In addition, if a student fails a course, this committee will research an option for the student to take an accelerated course to cover the areas they failed instead of repeating the entire course.
Strategic Plan Mission and Value Statement: Leon Richards
Mission Statement:
There was a discussion on whether to edit the wording that currently states, “Kapi’olani Community College provides students from Hawai’i’s diverse communities open access to higher education opportunities in pursuit of academic, career, and lifelong learning goals.” Is the description “Hawai’i’s diverse communities” too narrowly focused? Does it include resident and non-resident, veterans, students from the mainland, international, etc.? Does the community of Hawai’i extend outside the state? The key term is communities. We serve many diverse communities. Therefore, the wording stated above was confirmed.

There was a suggestion for the Vision statement to change the word “a” to “the”. The sentence would read, “Kapi’olani Community College is the leading indigenous serving institution whose graduates strengthen the social, economic and sustainable advancement of Hawai’i’s diverse communities in an evolving community.” The statement is thought to be more aspirational when using “the” vs. “a”.

It was decided that Mālama should be included the value statement. The Native Hawaiian Council Kalāualani will create a draft for Mālama by next Monday.

New Marketing Plan: Carol Hoshiko
A Farmer’s Market schedule was handed out. Each week, a representative from KCC will staff a booth at the Farmer’s Market.

Administrative Staff Updates
• Finding classroom spaces for fall 2016 to accommodate the changes in developmental education is challenging with the Title III renovations.
• The Legislative session is opening tomorrow. This is a supplemental budget year. However, they can vote on a reduction of the budget.
• Justin Kashiwaeda is the new Fiscal Officer in the Business Office.
• Good Friday and Prince Kuhio holiday is on the same day so there will be a floating vacation day. All units with the exception of unit 8 and UHPA, will need to inform their supervisors when they will be taking that day off by next Friday.
• There will be Culinary Institute of the Pacific updates at the two neighborhood boards this week.
• The college is negotiating with HPD to use KCC for training. HPD will be also be presenting at a Staff Council meeting.
• KCC will host a rare edition of Shakepear’s First Folio. English faculty Mark Lawhorn applied to have the folio at KCC. The exhibit will be from April 25 for one month.
• A committee will be formed with the assistance of the vice chancellors to discuss budget, curriculum, marketing etc. for the Culinary Institute of the Pacific. Next January 2017 is the launch of phase one.
• 30 math faculty from across the system were convened at KCC to discuss the developmental education model for math. It was an opportunity to present the math sequence and curriculum status.
• Nawa’a will be going to Lana‘i, Moloka‘i and Hana to inform them about KCC. Housing is the biggest obstacle.

* 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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