

Campus Leadership Team Meeting Notes
August 31, 2009
1:00 pm – 2:30 pm

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Present: Mike Barros, Jon Blumhardt, Farah Doiguchi, Dolores Donovan, Ralph Kam, Emily Kukulies, Erika Larco, Sandy Matsui, Jerry Cerny for Mario Mediati, Irene Mesina, Shanon Miho, Lianne Nagano, James Niino, Ron Pine, Sam Rhoads, Marcia Roberts-Deutsch, Bert Shimabukuro, Mark Silliman, Jonathan Wong

Not Present: Ken Kato, Jolene Suda, Kerry Tanimoto

I. Updates and Announcements

Erika shared the Enrollment Comparisons as of 8/31/09:

HCC – Fall 2009 at 4,582 versus Fall 2008 at 4,186 (+9.5% C)

UHCC – Fall 2009 at 32,416 versus Fall 2008 at 28,580 (+13.4%)

Mark Silliman recognized Ralph Kam for producing the Ka Lono newsletter of campus events and happenings.

II. CLT Liaison to Serve on Accreditation Oversight Committee

A volunteer is still being solicited to serve on the Accreditation Oversight Committee as a representative from CLT.

III. No-Show Policy – Erika

A recommendation was made that COSA and student government review the No-Show Policy and send them on to other appropriate reviewing bodies such as CPC and FSEC to promote campus-wide participation and discussion on this issue. Final decision to implement the policy would be with administration.

IV. Update on Parking Proposal from ASUH – Erika/Ron

Erika reported that Student Senate is reviewing the Parking Proposal from last semester and is waiting for their revisions before proceeding with finalization of the proposal.

Erika will check whether students are allowed to park in the faculty/staff parking lot (Lot 2) after 1:00 pm.

V. Student Registration through the First Week of Instruction – Erika/Ron

Sandy distributed a handout of the Community College Common Calendar 2008-2011 which includes payment due dates and add/drop/late registration dates system wide. Some faculty feel that instead of allowing students to register for classes during the first week of instruction, students should first consult the faculty teaching the course before being allowed to register for a class. Ron and Sam noted that when students are allowed to enroll late on a Friday, they will often miss a week or more of classes. Many of these students will be seriously behind in courses that present material step by step, such as math, logic, science, and computer science classes. They are seldom successful in the class.

Ron noted that here is one example of many where some policies conflict with our goals of retention and Achieving the Dream.

There is also concern about students being responsible to drop a class and they never do which negatively impacts retention rates. It was suggested that Sandy point out these concerns at the next Dean of Students meeting.

Another suggestion was made that the CLT or a subcommittee should determine the deadlines and include those who are involved and affected by the due dates. Erika will check with Pat Yahata on how the deadlines are set.

There was also discussion on the advantages and disadvantages to having printed schedules. No changes were decided, but Farah Doiguchi will check with Banner Central to see if modularized classes can be listed together as they are listed in the printed schedule of classes.

VI. "System Administrator" Help Desk – Marcia Roberts-Deutsch

A recent e-mail from Help Desk requesting personal information is a hoax. Technical Desktop Support does not ask for personal information through e-mail.

A reminder was announced to not post signs on painted walls. One way to post signs could be by using acrylic holders.

VII. Review of Fall 2005-2009 Student Data – Ralph Kam

Ralph shared enrollment data. University College accounts for 54% of SSHs at the college. Compared to a few years ago, students are now taking fewer SSH's or classes per student (from 10.25 to 8.5 credits per student). The presentation concluded with ideas on How to Maintain Growth: Expand distance education offerings, expand evening offerings, increase fill rate of classes.

VIII. Town Hall Meeting

Erika will organize the September town hall meeting and date.

IX. Minutes from August 24, 2009

Minutes were reviewed. The following correction was made from:

II. c. "Irene raise a question about if the proposed furloughs will have an effect on **questioning.**" TO

II. c. "Irene raised a question about if the proposed furloughs will have an effect on **scheduling.**"

X. Mid-Term Accreditation Report – Marcia

Marcia encouraged all to look at the mid-term accreditation report which will be posted to the website. An e-mail will be sent to the campus when it is posted in pdf form.

Lianne Nagano, recorder