

Planning Council Minutes September 13, 2008

Present: Vern Takebayashi, Shanon Miho, Cory Takemoto, James Niino, Kerry Tanimoto, Dolores Donovan, Marcia Roberts-Deutsch, Bert Shimabukuro, Rose Sumajit, Jim Poole, Ross Egloria, Cynthia Smith, Gary Boydell, Mark Silliman, Ralph Kam, Sandy Matsui, Erika Lacro, Brian Furuto

Guests: Owen Miyamoto, Leon Florendo

General Announcements:

Rose Sumajit has taken Bill Becker's place on the PC as the ITC rep.

1) Approval of Minutes:

Minutes from 5/09/2008 meeting were approved.

2) Discussion on how to update Strategic Plan

Vern discussed meeting with Chancellor to discuss the Strategic Plan. Erika was also present at the meeting. Summary: campus needs to align itself with the UHCC plan, but also need to look at the external forces that impact the college (i.e., SWOT analysis).

The plan should address the various external forces, such as: Job Quality Gap, Worker Supply Gap, Worker Prep Gap, Population, Education..

Vern suggested that we form a subcommittee to update the Strategic Plan to ensure alignment with the UHCC Strategic Goals and Outcomes, and to take into account the external forces that impact HCC.

This goal review subcommittee will be comprised of: Vern T., Ross E., Rose S., Erika L., Brian F.

Vern suggested that the campus goal over the next year is to get far enough along on the revision of the Strategic Plan that the Chancellor's Search Committee can use the plan as one basis for choosing the new Chancellor. For example, if we choose this person as Chancellor will she/he continue the campus' work?

3) Discussion on Town Hall to review Strategic Plan

A town hall meeting will be called so that the campus has an opportunity to comment on the revised strategic plan. Meeting will be called on October 27, 2008. A subcommittee to review the Strategic Plan process was formed last semester consisting of Vern Takebayashi, Marcia Roberts-Deutsch, Ross Egloria, Rose Sumajit, Mark Silliman, Cynthia Smith, and Kyle Higa. This

subcommittee will be responsible for updating the Strategic Plan review process including the feedback from this Town Meeting.

4) Campus Assessment Tool

Much discussion centered on an assessment tool. 3 sides to discussion were:
1) The fact that we have too many tools right now so why create a new one, 2) The fact that the campus would be better served if we had one common tool, and 3) If the system is already planning a tool, why should we duplicate their work? (At this point, there is no such tool)

All agreed that the issue of not being able to get to the data is a problem. If we shared a common DB then it may be easier to get to other program data.

Ross will take the question to the Assessment Committee for input on a recommendation.

5) Vern's term as Planning Council Chair will end in December.

Elections will be held on our next meeting 10/10/2008
Nomination period will be now through 10/10. Nominations done through email. Any faculty/staff member on the PC can be a chair)

6) Computer Support for PC

The database and web-interface created for input of Strategic Plan items needs to be maintained. In addition, a better method for showing the online discussions of the PC to the campus at large needs to be determined. The PC agreed that the administration should be asked to provide computer support to the PC for these purposes. Vern will send an email to Mike to make the request.

7) Accreditation

Midterm report is due this year. Report includes status on planning agenda. Cynthia will request updates through a campus wide release. She requests that everyone look at the planning agenda and respond to status. The outstanding items will become the PC "To Do" List.

Respectfully submitted,
Brian Furuto