

Campus Leadership Team Meeting Minutes
April 21, 2008
1:00 p.m.
Bldg.2, Rm. 214

Present: Gary Boydell, Jerry Cerny, Ralph Kam, Emily Kukulies, Jean Maslowski, Sandy Matsui, Irene Mesina, Lianne Nagano, James Niino, Jim Poole, Sam Rhoads, Marcia Roberts-Deutsch, Mark Silliman, Jarren Uyehara

Guest: Ken Kato (Convener)

Absent/Excused: Jon Blumhardt, Dolores Donovan, Ralph Hiatt, Erika Lacro, Bert Shimabukuro, Kerry Tanimoto

I. Approval of Minutes – April 2, 2008

II. Updates and Announcements

Ken – “Annual” Hazardous Materials Inventory is actually supposed to be conducted twice a year. Ken suggests that it be done after each semester. It is especially important that the Chemistry department regularly take thorough inventories. Departments should inform Ken and submit the proper forms when they need to dispose hazardous materials.

Gary – The 5 (of 13) Perkins requests that were not funded last Fall have since been funded for an additional \$24,600. Mr. Jensen donated computers to the Fashion department and AMT, COSME, AERO and the Physics lab received Perkins grants.

Sam/Ken – Ken will send out the deadline date for spending Perkins funds.

Jerry – Campus will be sending Mike Ferguson and Greg Witteman to attend the Great Teachers Seminar. Perkins funds will be used to send Joy Nagaue and there is more money for another faculty member. CTE is broadly defined so everyone is encouraged to apply – contact Jerry.

Emily – STAR is scheduled for April 24th (Thursday) at 2:30pm in the Loui Conference Room – all are encouraged to attend.
Food Drive concluded last week but since the Food Bank’s supplies are being depleted, Student Life will accept donations until the end of the week.

Graduation is scheduled for May 16th and students are picking up their caps and gowns. All graduation information is posted on the Graduation website. Please call Emily if you have any questions or requests.

III. Faculty Turnover Taskforce and Faculty Mentoring – Jerry Cerny

System Faculty Turnover Task Force (convened by John Morton) discussed ideas for recruiting faculty including offering more pay, better housing, schooling for children and spouses, approaching A&S graduates, restarting a teacher training program like that organized in the past by Larry Zane (COE) and seeking qualified individuals from the military. Broadening of MQs was not discussed. The Taskforce has been inactive for the last few months. Sandra Uyeno may write an end of the year report.

A Faculty Mentoring program will be resurrected in the Fall. It was last done in 2005 and is more formal than is being currently done within individual departments. Jerry will bring this to the CLT in the Fall.

Mark – VCAs formed a subcommittee to explore broadening of MQs because of anticipated faculty shortages and the narrow nature of MQs which may disqualify qualified individuals from being hired to teach in fields other than that which they earned their degrees.

Gary – MQs have not been reviewed by the System since 1997 or 1998.

Marcia – UHPA should be involved in the discussions because of possible equity and parity issues.

IV. 2009 Budget – Ken Kato

Student Assistant Budgets are due May 16, 2008. CLT meeting to discuss budgets – May 19, 2008, 1:00pm, Bldg.6, Rm. 101.

Ken will distribute Request for Student Assistants form.

Supplies/Operating budgets are due on May 20, 2008. CLT meeting to discuss budgets – May 27, 2008, 2:30pm, Bldg. 6, Rm. 101.

Ken will find it helpful if fixed and variable costs are identified.

A budget reduction (not restriction) is currently being discussed in the Legislature and may occur.

Equipment List (2nd) – Ken will announce shortly if the list is funded. All items should be funded (\$205,178). Money was obtained from funds that were previously held in reserve (e.g., Construction Academy, etc.) and enrollment growth (\$63,000). For those who have projectors and other audio-visual equipment on their lists that Jon (EMC) might be

purchasing, please let Ken know so that he can transfer the money to the EMC account.

Respectfully submitted by James Niino.