

Planning Council, Honolulu Community College, Friday, October 7, 2005

9:00 AM

present

Brian Furuto, Chancellor's Executive Assistant
Theresa L. Cummings, Student Senate
Don Bourassa, PCATT
David Cleveland, FSEC
Ramsey Pedersen, Chancellor
Rona Wong, Counselor
June Zakimi, Assessment Committee
Sharon Ota, Administration
Sandy Matusi, Student Services
Keala Chock, Native Hawaiian Center
Dianne Caulfield, Tech 2
Ken Kato, Administration
Kyle Higa, Staff Senate
Bill Becker, ITC
James Niino, Apprenticeship
Cory Takemoto, Academic Support
Cynthia Smith, Accreditation Oversight Committee/Assessment Liaison Officer
Beng Poh Yoshikawa, International Programs
Ken Johnson, Tech 1
Jerry Saviano, University College

Meeting Began. Dianne Caulfield issued a proposal regarding conduct of the planning council, such as model for minutes as well as formation of agenda, timelines and dissemination.

Ken Kato said that budgetary and legislative concerns made it impossible to always stick to a regular deadline in terms of having decisions approved by the planning council.

David Cleveland asked that a subcommittee be formed in order to come up with specific policies regarding planning council operations.

Cynthia Smith made a motion asking for a subcommittee be formed in order to clarify policies and procedures for planning council operations.

Diane Caulfield seconded motion.

Motion passed unanimously.

Make up of subcommittee

Member of FSEC

Member of Staff Senate

Diane Caulfield,

Sharon Ota

Patrick Stuart, Student Rep

Recommendations of At Large Faculty Reps and Staff Reps. Chancellor picks someone, but Ramsey would like input regarding his choices.

David Cleveland made a motion that At Large Faculty and Staff Reps be appointed by respective senates after extensive consultations with Chancellor.

Don Bourassa seconded motion. Motion passed unanimously.

Ramsey then passed out the Goals and Objectives, 2005-2006, as formulated by the UH President's office. A copy is available on reserve at the library. This document will be posted soon on the UH website.

The most important goal for President McClain for 2005-2006 is to "insure a successful WASC-ACCJC visit to the UH System in late 2005."

Ramsey and Ken discussed system budget issues and long term budgeting plans and updates. This was followed by a Chancellor's update. There was no formal action on any of these items, since time frames were shifting.

The higher ed committees of the state house and senate would be visiting HCC this month. Ramsey agreed to share info from these meetings, as it develops, with accreditation oversight committees and other relevant committees.

Don asked that the subcommittee decide whether proxies can vote.

Kyle asked what the role of the Planning Council was in Ramsey's long-term discussions with legislators, assorted movers, regarding Construction Academy, potential nursing labs, distant education in pursuing work-force development.

David C said that Kyle's question suggests the need for a comprehensive flow chart detailing various committee responsibilities. Kyle asked that there be an Org & Flow chart.

Ramsey made it clear, indeed he reiterated, that the Planning Council would not infringe on the responsibilities of the FSEC, etc.

Cynthia feels the need that Planning Council begins actual work, dealing with issues, decision-making.

Sharon believes that future minutes use a format quite similar to the one Diane distributed earlier.

The Planning Council decided to have monthly meetings on Fridays. Next meeting on October 28, 9 am. By this meeting, the planning council subcommittee will have determined policies and procedures regarding Planning Council Operations. Until

operations are set, agenda items for the Planning Council should be sent to Ramsey, in care of Stephanie.