ADMINISTRATORS COUNCIL

Meeting of Thursday, April 1, 2021

1. Attendance. Chancellor Lui Hokoana convened the meeting of the Administrators Council at 11:30 am, via Zoom. Participating in the video conference were: Kahele Dukelow; Bonnie Friedman; T. Karen Hanada; Brian Moto; Laura Nagle; Vice Chancellor Debra Nakama; and Vice Chancellor David Tamanaha.
2. Items to be Included in Announcements.
	1. Department of Health vaccination clinic in Pāʻina on Wednesday, April 7, and Friday, April 9, 8:30 a.m. – 2:30 p.m. FEMA assisting with clinic.
	2. Passing of Larry “Vaughn” Baker.
3. Academic Affairs. Kahele Dukelow reported as follows:
	1. The Engineering Technology (ENGT) program was unable to find seven students for enrollment. The program is proposed for closure before the Fall semester. ENGT students will be graduating this Spring.
	2. Electronic & Computer Engineering Technology (ECET) curriculum will be modified.
	3. Business Technology will be converted to a one-year certificate program.
	4. Fashion Technology will be converted to a one-year academic subject certificate in Liberal Arts. No more Fashion Tech majors will be accepted.
	5. The Marine Option Program will be phased out over the next year.
	6. Three faculty positions will be converted from 11-month to 9-month positions.
4. Molokai Farm. Chancellor Hokoana will speak with President Lassner regarding the Molokai Farm and its proposed closure. The farm will be operated until the end of the calendar year.
5. Meeting with VPCC and AVPAA. A Zoom meeting will be held this afternoon between UHMC administrators and the Vice President for Community Colleges and the Associate Vice President for Administrative Affairs. UHMC administrators will discuss Reimagining UHMC and community survey meetings.
6. PPE. The Council discussed the management of PPE procurement and inventory. Academic Affairs is proceeding with PPE orders for Culinary Arts and Nursing.
7. Molokai Education Center Expansion. Chancellor Hokoana and David Tamanaha met with County Planning officials regarding the Molokai Education Center expansion project, which includes three new classrooms. Chancellor Hokoana emphasized the important work being done by UHMC in educating students about sustainability and in adopting and promoting environmentally sound practices.
8. Pāʻina Building. David Tamanaha reported that Ecolab air curtain fans will be installed over Pāʻina doors to deter flies and other insects.
9. Health Center. Chancellor Hokoana said that he will be approving a proposed Student Health Fee increase, effective 2022.
10. UHMC Catalog. Kahele Dukelow reported that the UHMC Catalog will be converted to a web-based version. Sections of the Catalog will be revised. Estimated cost of the new Catalog service is about $5,000 per year.
11. University Center. Karen Hanada reported on a statewide needs assessment for the University Centers.
12. Kamaʻāina 2.0. Debra Nakama reported that a new online enrollment application has been launched that is available for high school students. Student Affairs is working on incomplete applications pending in the Liaison application system. Chancellor Hokoana discussed the possibility of a paper application.
13. DAAPP. Brian Moto reported that a draft of the UHMC Drug and Alcohol Abuse Prevention Program (DAAPP) Biennial Review is nearing completion. The draft will be circulated among Biennial Review Committee members for review and comment. After the Biennial Review is completed, various recommendations and follow up actions will need to be implemented.
14. Financial Aid Office. Chancellor Hokoana reported that the UHMC Financial Aid Office will consist of a staff of four under proposed changes.
15. ELWD. Chancellor Hokoana would like to meet with Karen Hanada regarding noncredit programs.
16. Maui High School. Chancellor Hokoana reported that Principal Jamie Yap would like to discuss community college at Maui High.
17. Next Meeting. The next meeting of the Council will be on Thursday, April 8, 2021.