ADMINISTRATORS COUNCIL

Meeting of Friday, April 24, 2020

1. Attendance. Chancellor Lui Hokoana convened the special meeting of the Administrators Council at noon, via Zoom. Participating in the video conference were: Kahele Dukelow; T. Karen Hanada; Brian Moto; Laura Lees Nagle; Vice Chancellor Debra Nakama; Deanna Reece; and Vice Chancellor David Tamanaha.
2. Coronavirus. The Council discussed plans and responses relating to the coronavirus:
	1. Health Center. Chancellor Hokoana said that the Health Center will begin offering more services. He asked that administrators be kept informed about the scope of services provided so that they can keep the campus informed as well.
	2. CARES Act. The Council discussed processing and compliance aspects of the CARES Act, including reporting requirements.
	3. Molokai. Molokai has requested authorization to provide PPE for their students. Kahele Dukelow said that the larger issue on Molokai may be the status of Student Government fees. Fees are not being refunded but spending is frozen. David Tamanaha asked whether a correct understanding of purchasing restrictions has been communicated.
	4. Enrollment and Course Schedule. Administrators discussed the possibility of Fall semester hybrid courses involving a combination of face-to-face and distance modes of instruction. Chancellor Hokoana stated that UHMC should provide accurate descriptions of course modalities. UH System will be discussing certain issues with the unions, including measures to complete Spring 2020 vocational classes.
	5. WASC Update. Laura Nagle reported that it appears likely that WASC will extend its COVID-19 distance-delivery flexibility past June 1. She said that WASC is encouraging colleges to consider and report on matters important to them and to examine measures of success. WASC is also interested in distance learning support. UHMC will submit a review document in 2021.
	6. Budget. David Tamanaha reported that UH System is working on budget scenarios or models based on different enrollment projections and General Fund reduction percentages. He said that all models examined so far by UH System would require cuts in existing payroll costs. He reported that the models project the following budget cut amounts for UHMC:
		1. 10% GF reduction: $1.5 million
		2. 16% GF reduction: $2.7 million
		3. 25% GF reduction: $4.3 million
		4. 30% GF reduction: $5.1 million
	7. Virtual Graduation. Deanna Reece reported that an Evite has been sent notifying graduates and others that the virtual graduation ceremony will be on June 3, 2020, at 5:30 p.m., via Google Meet. The graduation program is still being formulated.
	8. Apprenticeship. Administrators discussed the locus of apprenticeship training.
	9. Upward Bound and GEAR UP Maui. Chancellor Hokoana reported that Upward Bound and GEAR UP Maui are planning their summer programs. The programs are likely to be on line.
	10. Weekend Messaging. Chancellor Hokoana will prepare another message to the campus.
3. Next Meeting. The next meeting of the Council will be on Monday, April 28, 2020, at 2:00 p.m., via Zoom.