ADMINISTRATORS COUNCIL

Meeting of Tuesday, August 11, 2020

1. Attendance. Chancellor Lui Hokoana convened the meeting of the Administrators Council at 11:30 a.m., via Zoom. Participating in the video conference were: Kahele Dukelow; T. Karen Hanada; Brian Moto; Laura Nagle; Vice Chancellor Debra Nakama; and Vice Chancellor David Tamanaha.
2. UHMC Budget. David Tamanaha discussed a draft budget based on a proposed 16% reduction in General Fund revenues, a 15% decline in enrollment, the continuation of UH System and UHCC assessments, and a 26% lecturer budget reduction. The starting carryover for 2020-2021 is $1.5 million. The Council discussed use of a smaller percentage for enrollment decline and a smaller percentage reduction for the lecturer budget. David Tamanaha will continue working on the draft. The Council discussed the possibility that UH may convert 11-month faculty positions to 9-month positions system-wide, effective in 2021. David will eventually meet with the Budget Committee to discuss the budget proposals.
3. Convocation. Convocation is scheduled for 10:00 a.m., Monday, August 17, 2020. Chancellor Hokoana shared a schedule for Prep Week Fall 2020 and discussed the format of the virtual Convocation. Chancellor Hokoana asked administrators to submit slides for the presentation.
4. Student Government. Chancellor Hokoana discussed the possibility of a Student Open Forum. Chancellor Hokoana shared IRO data on the number of students anticipated to be on campus.
5. Face-t-Face Classes. The Council discussed arrangements for face-to-face classes and labs. An announcement may be issued later this week regarding face-to-face classes and services.
6. Kamehameha Schools. Chancellor Hokoana noted that Kamehameha School students complied with facial covering rules while transiting on campus to and from school buses.
7. Spring 2021 Semester. It is currently anticipated that many Spring 2021 classes will be online.
8. Teleworking. Chancellor Hokoana encouraged administrators to speak with employees about working on campus and addressing requests for teleworking.
9. Financial Aid. Debra Nakama reported that Financial Aid may have to temporarily relocate while their offices are tested and any remediation work is done.
10. Maui Fire Department. MFD has requested use of campus facilities for training.
11. Saturday Restroom Cleaning. Karen Hanada noted that Apprenticeship and other classes are conducted on Saturdays, which means that restrooms require cleaning before reuse on Monday. David Tamanaha discussed possible restroom arrangements.
12. Next Meeting. The next meeting of the Council will be at 11:30 a.m., Thursday, August 13, 2020.