ADMINISTRATORS COUNCIL

Meeting of Thursday, December 2, 2021

1. Attendance. Chancellor Lui Hokoana convened the meeting of the Administrators Council at 11:30 a.m., via Zoom. Participating in the meeting were: Kahele Dukelow; Bonnie Friedman; T. Karen Hanada; Brian Moto; Laura Nagle; Vice Chancellor Debra Nakama; and Vice Chancellor David Tamanaha.
2. Announcements. The next set of Announcements will include the following topics:
   1. Vaccination clinic and ending of campus testing.
3. Annual Report. Bonnie Friedman reported that she is working on the annual campus report.
4. Executive Committee. The Executive Committee will meet on Wednesday, December 8, 2021, at 1:00 p.m., via Zoom. The annual budget will be on the agenda.
5. Omicron Variant. The Council discussed possible COVID scenarios, Lumisight compliance, vaccination exemptions, and campus programs. The Council also discussed vaccination mandates for employees.
6. Enrollment Management. The Council discussed enrollment management and recruitment efforts related to Creative Media, Culinary Arts, Liberal Arts, and HOST. Debra Nakama discussed international student programs with Nepal and the Philippines. She also reported on K-12 teaching pathways. Kahele Dukelow, Laura Nagle, and Debra Nakama will meet with the new Enrollment Management office to discuss programs and initiatives. Laura Nagle reported high school interest in health and business pathways.
7. Early College. Kahele Dukelow reported that Lahainaluna is hoping to start an AA program. The Council discussed the Leeward Community College Early College program.
8. WASC Accreditation. Laura Nagle discussed the WASC accreditation schedule and lines of inquiry. The Council discussed the formation of a Strategic Planning Committee. UH System is anticipated to work on its strategic plan next year. David Tamanaha reported on the development of the biennium budget. Chancellor Hokoana noted the importance of being in alignment with the prospective University strategic plan. The Council discussed efforts at college financial stability.
9. TLC. Kahele Dukelow reported that The Learning Center (including tutoring, computer lab, and testing services) will merge into the Library, effective Spring 2022. The current TLC space will be repurposed. Chancellor Hokoana discussed the possibility of reconfiguring the space for health/science/EMT/Nursing/Occupational Therapist Assistant (OTA) programs.
10. Mailroom. The Council discussed possible relocation of the Mailroom.
11. BIT. Debra Nakama reported on behavioral intervention training.
12. HIOSH. David Tamanaha reported that HIOSH (Hawaiʻi Occupational Safety & Health, Department of Labor and Industrial Relations) has found violations in the vocational shops, relating to railings and storage of tanks. Laura Nagle reported that she is working with faculty and staff to address the violations. UHMC will be subject to fines.
13. Vacant Positions. David Tamanaha reported that a meeting will be held with the Associate Vice President for Administrative Affairs regarding vacant positions. The Council discussed the status of certain position reassignments.
14. IR Position. Chancellor Hokoana discussed the appointment of the screening committee for the Institutional Researcher position recruitment.
15. Next Meeting. The next meeting of the Council will be on Thursday, December 9, 2021, at 11:30 a.m.