ADMINISTRATORS COUNCIL

Meeting of Tuesday, June 23, 2020

1. Attendance. Chancellor Lui Hokoana convened the special 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; Deanna Reece; and Vice Chancellor David Tamanaha.
2. Coronavirus. The Council discussed plans and responses relating to the coronavirus:
   1. Office Moves. The Council discussed pending office moves and the renovation of the Library.
   2. Return to Campus. Chancellor Hokoana discussed various versions of return-to-work plans adopted by other institutions. Planning is continuing for the return of the UHMC workforce to campus on July 1, 2020. Kahele Dukelow reported that she and Laura Nagle have updated the COVID-19 guidelines for faculty and students. Most campus services, including computer labs, will be by appointment, though some, like cashiering, may be available on a limited walk-in basis. Many services, such as counseling, admissions and records, and financial aid, will be available virtually. Student and staff will be asked to comply with screening, facial covering, and social distancing requirements when on campus. The College will continue cleaning measures. Pāʻina will remain closed. The campus will likely remain closed to the public. Chancellor Hokoana will meet with Student Life to discuss campus reopening details. Karen Hanada reported that ELWD will provide most of its services online, including facility use requests and course registrations. Deanna Reece reported that IT Help Desk services will be available by appointment. Chancellor Hokoana will issue an announcement regarding the return to campus.
   3. Thermometers. The Council discussed the use and installation of infrared thermometers.
   4. Budget. The Council discussed State and UH budget issues.
   5. Termination of County Lease. David Tamanaha suggested that an Action Memo be submitted to President Lassner regarding the termination of the County lease for Hale Haumana.
3. Next Meeting. The next meeting of the Council will be on Thursday, June 25, 2020, at 11:30 a.m., via Zoom.