

ADMINISTRATORS COUNCIL
Meeting of Thursday, May 18, 2023
Minutes

1. Attendance. Chancellor Lui Hokoana convened the meeting of the Administrators Council at 11:00 a.m., via Zoom. Participating in the meeting were: Vice Chancellor Kahele Dukelow; Interim Vice Chancellor Kulamanu Ishihara; Brian Moto; Laura Nagle; and Vice Chancellor David Tamanaha.
2. Enrollment. Current enrollment data indicate that UHMC is in the middle of the pack of community college campuses, though still below last year's enrollment (-14% same day). UHMC has not met its enrollment targets. The Council reviewed other enrollment information.
3. Graduation. Chancellor Hokoana suggested changes in seating arrangements. The Council discussed the system for announcing the names of graduates. Chancellor Hokoana said he saw traffic congestion after the event. Kahele Dukelow requested time in the beginning of the ceremony to feature chant classes.
4. Molokai Farm. David Tamanaha will visit the Farm on June 1. He reported that OGC prepared a lease amendment, but the Department of Agriculture has requested a MOA instead. Chancellor Hokoana encouraged long-term planning for the Farm.
5. Library. Kahele Dukelow discussed the repainting of the Library interior.
6. Minors Policy. Kahele Dukelow reported that there is a new HR portal to register employees, background checks, and Laulima training. Personnel engaged in summer programs (e.g., GEAR UP, Upward Bound) must be processed through the portal to comply with the Minors Policy.
7. Microcredentials. Kahele Dukelow and Laura Nagle discussed the importance to employers of credentialing for specific skills and careers. Chancellor Hokoana noted that, based on UHMC's experience with CDL training, offering microcredentials can pose practical, procurement, and even legal issues that can be time-consuming and costly to resolve.
8. Gifts to UH Foundation. Brian Moto discussed a document that was submitted to the Chancellor's Office relating to a local medical clinic and the UHMC aquaponics program.
9. Data Incident Review Committee. Brian Moto reported that the Committee met to discuss remedial measures and related topics and recommendations. A draft Committee report has been prepared, which is now being reviewed and edited.
10. Cost of Attendance Information on UHMC Website. Brian Moto discussed federal guidelines that require schools to provide a list of cost of attendance components on any portion of the school's website describing tuition and fees of the institution.
11. First Year Experience. Laura Nagle asked whether it would be possible to waive tuition costs for a 1-credit FYE course.
12. Campus Security. Campus Security has expressed interest in relocating to the Library; however, David Tamanaha has informed them that use of that site is unlikely, as is Kaiao. Laulima is a possibility, with cart storage to be in the back of the building.
13. Lāna'i Education Center. David Tamanaha said that moneys may soon become available for the Lāna'i Education Center. He suggested that a meeting be scheduled with Pūlama Lāna'i to discuss the existing Center and its possible renovation, or the construction of a new facility.
14. Adjournment. The meeting was concluded at 12:13 p.m.