ADMINISTRATORS COUNCIL

Meeting of Thursday, November 5, 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; Bonnie Friedman; T. Karen Hanada; Brian Moto; Laura Nagle; Vice Chancellor Debra Nakama; and Vice Chancellor David Tamanaha.
2. Weekly Announcements. The Council discussed items to be included in the Chancellor’s next weekly campus announcement.
	1. Student Government-led Open Forum on November 13, 2020, at noon.
	2. Veterans Day post-celebration drive-through lunch on Thursday, November 12, 2020, 11:00 am. – 1:00 p.m.
	3. UHMC Virtual Open House on Tuesday, November 10, at 5:00 p.m.
	4. Student Affairs Webinar, starting Friday, November 13, 2020, to boost student online confidence.
	5. County of Maui Kaahumanu Avenue community corridor focus group is seeking input.
	6. COVID-19 tests and flu shots are available at the UHMC Health Center.
3. CARES Funding. Chancellor Hokoana said we may be getting additional CARES funds. In the meantime, attention is being focused on processing procurements funded by CARES Act moneys.
4. Molokai Farm. CTAHR has expressed interest in the Molokai Farm. Chancellor Hokoana and the Dean of Arts and Sciences will meet with Molokai personnel regarding the Molokai Farm.
5. Reimagining UHMC and UHCC. Chancellor Hokoana has been reviewing information and polls. “Budget charters” for financial aid and counseling have been drafted. David Tamanaha reported that human resource directors are meeting to discuss possible futures. Karen Hanada reported that continuing education directors are holding discussions. Debra Nakama reported that admissions and records personnel are also engaged in discussions. Kahele Dukelow and Laura Nagle reported that they have been meeting with instructional units (for example, Auto Body, Engineering, etc.). Response memoranda are due November 9, 2020. It appears that librarians are meeting on their own. Other student support services, such as tutoring, are also meeting. Units are being asked to quantify workload.
6. Food Service. David Tamanaha cautioned against reviving food service in the Spring due to the costs of operation. Also, Pāʻina building will be undergoing air conditioning renovation. Chancellor Hokoana urged consideration of some on-campus food service to restore a sense of normalcy, especially given that restaurants in the community have resumed operation.
7. Graduation. Preliminary planning is starting on a virtual ceremony, with a drive-through event.
8. Accreditation. Laura Nagle reported that the accreditation working group has been meeting.
9. Faculty Coordinator. The Council discussed the proposed transfer of a counselor into the faculty coordinator position.
10. Molokai PV Project. David Tamanaha recommended a meeting to discuss a possible PV project at the Molokai Education Center.
11. TSA Training. TSA has requested permission to conduct training sessions at the Molokai Education Center.
12. Portable Dehumidifiers with UV Lamps. Chancellor Hokoana approved purchase of devices.
13. General Fund Positions in Non-credit Programs. The Council discussed issues relating to the assignment of General Fund faculty to non-credit programs, including the calculation of teaching equivalents.
14. Partnership with the US Navy and Leeward CC. Laura Nagle reported on a partnership with Leeward Community College regarding Navy students.
15. Emeritus Status Nominations. The Council discussed the status of possible Emeritus nominations.
16. Ocelot. Debra Nakama reported that the Ocelot chatbot platform annual subscription fee is due in March. She discussed the possibility of adding a chatbot or live chat on a new recruitment module.
17. Campus Directory. Kahele Dukelow commented that the current online directory is neither user friendly nor up-to-date. David Tamanaha reported that the online directory is based on the UH directory.
18. EV Charging. The Council discussed ChargePoint services and differential pricing.
19. Next Meeting. The next meeting of the Council will be at 11:30 a.m., Thursday, November 12, 2020.