

ADMINISTRATORS COUNCIL  
Meeting of Tuesday, October 24, 2023  
Minutes

1. Attendance. Chancellor Lui Hokoana convened the meeting of the Administrators Council at noon. Participating in the meeting were: Vice Chancellor Kahele Dukelow; T. Karen Hanada (via Zoom); Interim Vice Chancellor Kulamanu Ishihara; Brian Moto; Dean Laura Nagle; and Vice Chancellor David Tamanaha.
2. Facility Uses. The Council discussed various facility use requests and their processing. Kahele Dukelow reported that campus-sponsored events originating within Academic Affairs are subject to campus protocols and guidelines.  
Karen Hanada discussed a State Department of Taxation MOA with community college campuses for a series of professional tax workshops.
3. Hiring. O&M is interviewing for a position.
4. Wildfire Relief Meals. The Council discussed the accounting for meals prepared. Approximately 55,700 meals were prepared in August. The amount due UHMC for meals is about \$78,000; however, additional amounts may be claimed by UHMC. Relief costs to be filed with HIEMA is estimated at \$115,000.
5. Emergency Use of Campus Facilities. HIEMA, Maui United Way, and FEMA are using campus facilities for wildfire relief and recovery efforts.
6. Student Lounge. The new Student Lounge opened in September.
7. The Learning Center. The Council discussed the possibility of changes and improvements to the existing facility.
8. UHMC Bookstore. Chancellor Hokoana and the Council discussed possible changes to the UHMC Bookstore location and operation.
9. House Finance Committee. The House Finance Committee will meet on campus tomorrow at 5 p.m.
10. Registration. UHMC registration for the Spring semester starts on November 6, 2023.
11. Transcript Evaluator. Kulamanu Ishihara discussed the status of the Transcript Evaluator position and the possibility of making it permanent.
12. Cleary Incident. An incident occurred that may be reportable for Cleary purposes. The case has FERPA implications and raises questions regarding jurisdiction.
13. Open House. UHMC Open House is scheduled for Friday, December 1, 2023.
14. Halloween. The Council noted the success of last week's campus Halloween events.
15. Hulihia. UHCC is seeking additional information regarding the Hulihia program and any legislative appropriation request.
16. Vocational and Technical Education. A meeting will be scheduled to discuss the renovation of the Vocational and Technical Education buildings.
17. Lines of Reporting. The Council discussed lines of reporting and supervision for certain faculty positions.
18. Water Quality Training. Karen Hanada discussed the status of the wastewater testing curriculum. Chancellor Hokoana reported that the ocean water quality testing lab burned in the wildfires.
19. Adjournment. The meeting was concluded at 1:45 p.m.