Meeting Notes


Excused: Richard Murray, Tom Holowach, Michael McIntosh, Kahea Tani, and Karen Cho

Guest(s): Michael Moser, Shannon Lono (Proxy for Kahea Tani)

I. Meeting called to order
   A. A quorum was attained and meeting was called to order at 10:06am.

II. E hō mai and Mini Lesson
   A. How we feel?
      1. Hau’oli au (I’m happy)
      2. Maluhiluhi (tired)
      3. Maika’i (good or fine)
      4. Pa’ahana (busy)
      5. Malie (calm)
      6. Moloā (lazy)
      7. ‘Ōma’ima’i(sick)
   B. Hau’oli La Hānāu (Happy Birthday)
III. Review and Approve Meeting Notes for Feb. 3, 2016 - Motion to review and approve meeting notes by Woody, and seconded by Trish. Meeting notes approved as written.

IV. Review and Approve Agenda
   A. Try to use the diacritical marks in the Hawaiian language, Elizabeth will check with Ke Kumu Pali.
   B. Add PBC in agenda item VI. Motion to add into agenda by Kehau and seconded by Christy.

V. Introduction of Guests (and Proxies)
   A. Shannon Lono for Kahea Tani

VI. Other Business and Announcements
   A. Strategic Plan (Bonnie Beatson, Elizabeth Hale, Trish Brubaker)
      1. Response to Doug is due on March 4, 2016.
      2. Reviewed it and made corrections, a lot are more departmental issues, content needs to be consistent. Minor and style issues need to be cleaned up. Don’t want to dispute the content.
      3. Bonnie will send the edits to Doug and Jan before Friday, 3/4/16.
   B. Mission, Vision and Core Values Task Force - Woody Garrison
      WCC’s current Mission, Vision and Core Values can be found at https://windward.hawaii.edu/About_WCC/
      1. Setup a sub-committee within Staff Senate: Elizabeth Hale, Tuti Sanborn, Dayna Isa
      2. Commitment to STEM, Distance Education, enhance establishment of webpage, workforce development, innovation, retention, student completion (certificate, degree, or successful transfers and graduations) and etc.
C. Planning & Budget Council - Woody Garrison

https://windward.hawaii.edu/ir/PBCouncil/2015/PlanningBudgetMenu2015.php

1. PBC Requests are listed under specific units and are being presented at PBC meetings by unit representatives as scheduled. Majority of requests are for positions (employees). Other requests include equipment, supplies, furniture, student help.

D. Adjustment to meeting date/time for June meeting - defer to April meeting.

E. Student Organized Clubs on Campus - Kacie Nishioka

1. Check with Kaahu on number of Student Organized Clubs.
2. Kacie will report back on the list of student organized clubs and the advisors.

VII. Unit Presentation for Career & Community Education - Director Michael Moser

A. Welcome

B. CCE vs OCET

1. CCE - Aerospace, Imaginarium, Paliku Theatre, Facility Use, CNA, Workforce Development, Uala Leaf Cafe, HMI, C3T Grants.
2. SNAP Employment Training - HI-NET (students will get SNAP benefits that are in or qualify for SNAP), bring in Leeward, Maui in on the SNAP program. $250,000 funding.
3. OCET - Office of Continuing Education & Training: Personal Enrichment courses, Workforce Development Courses, Self Sustaining for Revenue Generating. Registration System, registration staff, equipment comes from OCET budget. Do receive some G-fund support and tuition/fees support. Test grounds of credit courses.
C. OCET Video - Michael provided a promotional video, showcasing all of the different programs the department offers.

1. Jane Uyetake - Program Coordinator
   1. Contract Training with Department of Public Services
      a. Outreach program with State Prisons, and reentry work furloughs.
   2. Computer courses for Personal Enrichment and Contract Training.
   3. Personal Enrichment Courses

2. Char Akina - Program Coordinator
   1. HI-FIT: Food Service Innovations Program
   2. HARRIET foundation
   3. Uala Leaf Cafe: OCET funding, food sales, $250,000 from outside grants.

3. Dr. Jamie Boyd - Program Coordinator
   1. Certified Nurse’s Aid (CNA) Pathway
   2. Partnering with other credit programs to bridge degrees.

4. Ian Masterson - Program Coordinator
   1. Hawaii Ocean Education Academy (HOEA)
   2. Perkins Grant ending on 6/30/16. DLNR does trainings, small boat safety, etc.

5. Ken Rasti - Program Coordinator
   1. Online CANVAS
   6. Workforce courses and registration have been skyrocketing in enrollment and revenue within the past two years.

VIII. Motioned to adjourn the meeting at 11:17am by Kehau and seconded by Tuti.

Meeting notes taken by Kacie Nishioka.