Council of Chief Senior Student Affairs Officers  
February 11, 2016  
9:00-1:00 p.m.  
Kapiolani CC  

Present: Lori Ideta (UHM), Brenda Ivelisse (Kap CC), Lara Sugimoto (Hon CC), Jason Cifra (Haw CC), Curtis Washburn (Lee CC), Amy Rozek (Win CC), Debra Nakama (UHMC), Risa Dickson and Joanne Itano (UH System)  

Guests: Jennifer Rose, Russ Chan and Gregg Yoshimura (UH System), Christine Chun (UHCC system)  

Stipends and Impact on FA  
A list of stipends/wages provided to student government participants was provided. Students are concerned about impact on FA as stipends are subtracted from FA. Gregg and Russ will convene a group to discuss alternatives with recommendations to CCSSAO by the end of Spring 2016 semester. Suggested names are to be sent to Russ (chanr@hawaii.edu) and Gregg (greggy@hawaii.edu) directly. Group to include students, staff from campus SA and financial aid.  

Policy on Systemwide Sanctions  
Policy reviewed. Lori to edit and send to Russ for review at next CCSSAO meeting. Procedures will need to be established immediately. Process to develop procedures will be discussed at next CCSSAO meeting.  

Title IX Update  
A new system office to address Title IX and related issues has been established with Jennifer Rose as director. The goal is to have a consistent approach to handling complaints related to sexual assault and related issues. The office will provide training, next ones are scheduled in May and August 2016. A different vendor has been selected for student online training. Jennifer will send out an email with a link to review this product. Feedback is welcomed. Their office will pay for the software.  
This office is in the process of revising policies in this area. E1.204 is an interim policy. Unions have agreed that this interim policy may be used while the revised policy is being worked on. It has a procedure for investigation on complaints that are gender based, about sexual misconduct, sex discrimination, etc Other cases should use the student conduct code process.  
Christine Chun started work in the UHCC system on 12/1/15. She is a resource to CC campuses for Title IX and related issues. She will be working with the CC campuses to have a consistent approach to investigate Title IX complaints. The UHCC system office is in the process of hiring two investigators for compliance with Title IX and employment misconduct.  
Any complaint that is related to Title IX is to investigated using the E1.204 process. Student conduct issues are different as it is an internal process while Title IX issues are governed by federal law. Complainants and respondents have different rights under these two processes.  
System office will also pay for a Title IX intake system; online training system for students and employees; they serve as a resource for campuses (please call them) and will provide training. Haven is available until 5/16.
Common Student Conduct Code Process

Brenda agreed to use the UHM well established process and revise for use by all CCs. She will send out document for review and discussion at the next CCSSAO meeting.

Legislative Update

VP Dickson provided an update and thanked those who helped draft testimony and provided feedback regarding issues.

Update on AVPSA search

VP Dickson stated that the search is on a brief pause due to the many demands on her time but will resume soon.

Tuition Proposal

VP Dickson provided an overview of the 3 year tuition proposal which will be presented to the BOR on Feb. 25, 2016. Campus visits will be scheduled after that.

Policy on Preferred Name

Hae reported that the preferred name can flow to class rosters, STAR, Laulima, Halawai and to the student ID. A form will need to be developed that the student can complete and submit to the registrar. In the future, this may be an online request. Policy may need to indicate the limitations on preferred names, e.g. length, diacriticals, non offensive, etc. The issue of alias for email addresses was raised. Hae will follow up on this. Brenda suggested that a group of interested parties be convened to review policy. This may include LGBQI+, Native Hawaiians and International student groups. Jason, Amy, Hae are willing to be part of this meeting. It was suggested a registrar be part of the group. Brenda to let Joanne know who to invite and SA office can schedule a meeting.

GPS Registration

Lara provided an update and reported that the waitlist function does not yet work in this new system. VCSAs are encouraged to work with the designated campus pathway person to move the pilot along.

Centralized Admission

Jason reported that coding for EC has been determined; a common calendar for refunds needs to be developed; a student who applied and took a break need not reapply for up to 4 terms; implementation is projected for Spring 2017 as will need to revise the CC refund policy.

Running Start Access/Admission for Home Schooled Students

Karen Lee provided background on this issue. The group discussed criteria for admission for this group and the following was determined:

Each CC SSAO will discuss at their campuses the possibility of standardizing the admission requirements to include:
1. System application form;
2. Campus homeschool or early admission form;
3. HIDOE Exceptions to Compulsory Education Form 4140;
4. Minimum age of 16. To appeal the minimum age requirement, students must be interviewed by someone in the Office of the Vice Chancellor/Dean of Students.
Karen will check in 2-3 weeks with each CC campus.

Next Meeting: March 11, 2016, UHWO, 9-3 p.m., C212 (Chancellor’s Conference Room)