MINUTES

Attendees:
UH Hilo: Melinda Alles & Joshua Fuentes
Manoa, ASUH: Stephen Nishihara & Kelly Zakimi
Manoa, GSO: Bret Polopolus-Meredith & Adrienne Copeland
Hawaii CC: Cherisse Souza & Stacey Kuamoo
Honolulu CC: Gerimi Tangonan
Kapiolani CC: William Arenivas & Wynter Galway-Severtson
Kauai CC: Allison Domenden (Napua) & Michael Buenconsejo
Leeward CC: Trong Dang & Heather Gottshall
UH Maui College: Dannette Arrojo & Lynette Le Tendre
UH West Oahu: Sara Perry & Ryan Sommer
Windward CC: Marlene Keanu & Donita Garcia

Advisor Jan Javinar

Desired Outcomes:
- Understanding of issue/problem statements offered by members
- Agreement on prioritized problem statements
- List of alternative approaches to address prioritized problem statements
- Names of volunteers for follow up action steps

I. Opening
   A. Sign-in; Breakfast
   B. Introduction of New Individuals and Guests
      1. Windward Community College Chancellor Douglas Dykstra
         a. Aloha and welcome to Windward Community College.

II. Dr. David Lassner, President of the UH System
    A. Policy EP6.204 Financial Aid Reallocation Policy
       1. President Lassner explained his reasoning behind the change in policy.
          Tuition goes to a number of places based on historical cuts to G-funds, as well as increased costs like electricity. Financial aid is substantial based on old policy and if we don’t make this change, the amount of tuition to need-based would be the same but it would give each campus more flexibility in non-need aid to fund other campus priorities.
    B. Questions
       1. Mindy – Is the System going to the State Legislature to ask for funds for electricity? **Answer:** Yes we will be.
       2. Michael – Thoughts on year-round school, or rather decreasing tuition for summer? **Answer:** Teaching faculty are on 9-month contracts so when summer school is offered, we need to figure out how to fund it because it is generally self-sustaining.

III. ACTION AGENDA: Problem Prioritization & Refinement
    Transparency Group #1: *How can we facilitate and increase transparency on all levels of*
governance?

1. Equal participation of students & faculty on committees
2. Student participation on budget committee
3. Explanation on budget lines included on all budgets
4. Outreach to students, faculty, and staff as to outcomes & goals of all campus committees
5. More collaborative relationship between campus administration & student groups
6. Working together to create a better campus that encourages students to finish school, increase registration, enhance credit transfer, and be on the same systematic level
7. Students unafraid to voice their opinions to any entity
8. Discussion with various groups before policy implementation

B. Transparency Group #2

1. Problems:
   - Communication, access to documents & information to budget, shared governance, no accountability for BOR and senior administration, students & faculty not involved in evaluation of upper administration
2. Increase access
3. Collect everything in one place
4. More students on BOR itself to create more voice
5. Evaluation – committee with several students evaluating senior administration and even in removal process (because students are on the hiring process they should be on the firing process as well)
6. Strategic Planning Committee: committee of admin, faculty, and staff that are looking at forming sub-committees to look at specific issues = real example of shared governance
7. Guiding force for overall plan
8. BOR should mandate that a Strategic Planning Committee be made on each campus but leave actual planning to each campus

C. Travel Claims Group: Why are student leaders not tax exempt when student travel is considered University business for athletes but not student leaders?

1. All students travel for UH business and not have it negatively affect financial aid or taxed or need to justify the travel
2. System place value on students travelling for growth and academic networking

D. Summer Financial Aid Group: How to help students receive financial aid for summer session?

1. Year-round school – campus full all year-round
2. Lots ore students and diversity
3. Financial aid helping out
4. Non-traditional students taking advantage of evening classes and year-round school
5. More teachers that have qualification to teach multiple subjects
6. Enrollment is up
7. More classes available year-round
8. Easier to take a semester off and easier to come back instead of waiting for the next year to begin
9. More specialized classes all year-round
10. Degrees are fast tracked
IV. ACTION AGENDA: Solution Alternatives & Planning (Envisioning Alternatives)

A. Transparency Group #1:

1. What needs to happen for the full-time staff, the part-time student staff, the students who are customers?
   - Meet with Administration hierarchy (relationships important!)
   - Collaboration amongst departments
   - Schedule regular meetings with department heads
   - Disseminate info to student group
   - Spread to campus community

2. What policies & practices (communication, decision-making, leadership) may need to be developed, revised, etc?
   - Contact all committees – relationships with Secretaries to obtain meetings
     - Attend meetings
     - Later request to be a member of committee
   - Policy to have student representatives on all committees

3. What technological hardware/software & facilities could be used to attain the level of excellence?
   - Contact IT department for databases in?
     - Ask/suggest to improve navigation
       - Open source/easier to navigate database just for minutes, agendas, etc.
   - Publicizing links to websites, documents, agendas, discussion, etc.
   - Utilizing social media more
     - FB, Instagram, YouTube, etc.
     - Polls, surveys, announcements

B. Transparency Group #2:

1. What needs to happen for the full-time staff, the part-time student staff, the students who are customers?
   - Shared communication amongst students, staff, BOR, faculty, and legislature
   - Leadership that keeps students in mind
   - Town hall structure with BOR and chancellors
   - Student attitude

2. What policies & practices (communication, decision-making, leadership) may need to be developed, revised, etc?
   - Constitution of BOR
   - Accountability committee (with students and faculty)
   - Open door policy to student government

3. What technological hardware/software & facilities could be used to attain the level of excellence?
   - Putting TVs that display meetings, current events, need to know material that is relevant to the campus
   - Put every document on central website and have it be user friendly
   - Student access to technology for students to have access through central website
   - More places to meet for collaboration

C. Travel Claims Group

1. What needs to happen for the full-time staff, the part-time student
**staff, the students who are customers?**

- Students: surveys
- Campus personnel: student/personnel common outcome, fire/remove
- University: common system-wide policy

**2. What policies & practices (communication, decision-making, leadership) may need to be developed, revised, etc.?**

- Clear and detailed system-wide policy for student travel not open to interpretation

**3. What technological hardware/software & facilities could be used to attain the level of excellence?**

- Website: share experience/knowledge and outcomes from student travel
- Student travel hub: one location on campus with all student travel opportunities

**D. Summer Financial Aid Group**

1. **What needs to happen for the full-time staff, the part-time student staff, the students who are customers?**

   - Survey to see if students want to take classes over summer
   - Faculty – show need from students and ask if willing to change contract; if available
   - Administration – show data to influence decision and ask for support
   - Community – share information → more people can take classes
   - Government representatives – get backing from them

2. **What policies & practices (communication, decision-making, leadership) may need to be developed, revised, etc.?**

   - Financial Aid – ask questions: what policy should we attack? Who should we be talking to?

3. **What technological hardware/software & facilities could be used to attain the level of excellence?**

   - Use technology to advertise, more online classes
   - Policies: federal policy; changing to extend financial aid for the summer

**V. Campus Reports**

**A. Maui College**

1. Thanksgiving Luncheon, 4th Annual Holiday Celebration for Angel Tree

**B. Hilo**

1. Biggest National Coming Out Week in history of Hilo (200+students plus faculty and community members)
2. Want contacts in order to get pub on campus
3. Joshua is newly elected President

**C. Hawaii CC**

1. Drive Through Movie Event – big turnout
2. Changes in student fees went into effect – refunds sent out to students

**D. Manoa GSO**

1. Monthly Coffee Hour
2. Pushed students to go to campus-wide conversation

**E. Manoa ASUH**

1. Homecoming – October 24
2. Two students representing on Budget Task Force Committee – how to fix current methodology on how student tuition and G-funds are being dispersed

F. Windward CC
1. 9.9 million dollars for STEM and childcare
2. Student activities for Halloween
3. Pau Hana event – end of the year luncheon for students

G. Honolulu CC
1. Executive meetings – direction for ASUH
2. Open forum in office to increase publicity and making it program specific – what issues each is facing

H. Kapiolani CC
1. Looking to install two bottle water stations in library, create grants for RIOs, and hoping to facilitate movie night
2. Men’s March Against Violence

I. West Oahu
1. DC Conference for ASGA → hitting the ground with senator initiatives: signature discount card program and other initiatives

J. Leeward Community College
1. Voted against plus and minus system after doing research
2. Voted in support of E-focus that requires each student to take an ethics-class

K. Kauai CC
1. Participated in Suicide Walk – student government raised $240 in two weeks as well as a future suicide prevention training
2. Gay-Straight Alliance Club
3. Parliamentary Procedure Workshop for student government
4. Planning intramural sports
5. Halloween festivals – movie showing and dance

VI. Housekeeping
A. Announcements
1. Committee Reports
   a. Articulation committee – no meetings or emails yet
   b. VP of IT – 8 out of 10 interviews completed

B. Next meeting: 11/15/14 @ Kapiolani Community College
1. Caucus Photo