Title: AGO Meeting Notes
Date: Wednesday, October 18, 2017
Time: 12:30-1:30 p.m.
Place: ʻIlima 202A

Attendees: Candy Branson and Robert Vega (Faculty Senate Chair and Vice Chair), Ismael Salameh (Student Congress President), Shannon Sakamoto (Student Congress Advisor), Keolani Noa (Kalāualani Chair), Alissa Kashiwada (Staff Council Chair), Louise Pagotto (Interim Chancellor), and Joanne Whitaker (note taker)

Approval of AGO notes from the September 20, 2017
Robert Vega moved to approve the notes, Candy Branson seconded.
Four voted to approve, 1 abstained. The notes were approved.

CAC Charter and Decision Making Flowchart
Feedback on the CAC Charter and Decision Making Flowchart
- Do the AGOs have the same weight as CAC? An AGO should be able to review items before the CAC.
- The AGOs have a different status as they send resolutions directly to the Chancellor and the Chancellor is required to respond to the resolutions. However, they are similar to the CAC in that they make recommendations, not the final decision.
- For the Decision Making Flowchart, a suggestion was made to move the AGO box under the CAC box.
- The AGOs have a specific area of responsibility. Items that are under the purview of the AGO, do not have to go to CAC. If there is a decision that impacts other areas, then it merits campus-wide conversation.
- A better understanding of the roles the AGOs play on campus is needed.
- The Governance document is the companion to the Charter. There will be a description of the AGOs in the Governance document.
- How do we prevent a topic from going back and forth too many times? Windward CC has a period for public comment for X number of days. Then, a decision is made. Can a specific amount of time be added to page 2 of the CAC Charter? Can a timeline be recommended?
- In all cases, the Chancellor makes the final decision but consensus will be the goal.

Interim Chancellor Pagotto described the 4 levels of decision-making:
1. An executive decision – one person makes the decision usually in an emergency situation or when the responsibility falls solely on the decision maker.
2. A decision has been made but the group needs feedback on how best to implement.
3. No decision has been made and input is being requested in order to make the decision.

4. The decision is delegated to someone else.

The College tends not to be clear about the distinction between types 2 and 3.

The CAC charter is subject to change. In the "Calendar to Review Plans", the CAC Charter will be reviewed in August 2018. Can the CAC Charter be implemented and revised in August, if necessary?

What if one AGO votes differently from the others?

- In the CAC, a majority passes the vote. The vote goes to the Chancellor as a recommendation. The AGOs send their resolutions to the Chancellor as a recommendation. In both cases, the decision rests with the Chancellor. However, the College needs to understand why a vote is not unanimous. This may necessitate repeating the process or offering an open forum.

There will be a vote on the CAC charter at the CAC meeting on Oct. 26, 2017.

ILOs – Next Steps
Discussion on the ILOs:
- The 2 proposed ILOs can refer to any institution anywhere. What captures Kapiʻolani CC as an institution? Is the College an indigenous serving institute? Should we add the cultural ILO?
- What is an ILO? What does it reflect? The committee working on the ILOs determined that an ILO had to be attainable by any student on campus even if the student takes one course. That was their guiding principle.
- How do we assess the ILOs especially the one on culture? Using a Native Hawaiian methodology would be sufficient to address the ILO. For the 2-course baking certificate, would using a Hawaiian recipe be an adequate solution? Does that address the richness of the Native Hawaiian culture? CTE programs have many accreditation requirements and faculty feel they can't fit it in.
- The cultural piece is so valuable, how can it be met in one class? How can culture be implemented?
- An institution is much more than what happens in the class. Faculty have curriculum constraints but that is not the only way Native Hawaiian culture can be experienced. How do we measure it?
- The cultural piece aligns with the Strategic plan and UH strategic plan.
- The question of assessment is important. How will we measure the ILO? How would we document it?
- How can we know if the students are getting an active awareness of Hawaiian culture? Kalāhū is helping teachers to identify measurable elements.
- A suggestion was to put questions in the course evaluation system (CES). At this institution, have you experienced…?"

- For curriculum, if faculty are saying that their course is addressing Hawaiian culture, to what degree is it being addressed and does it include a student learning outcome?
- The faculty do not need to teach culture. They can use a relevant instructional tool.

Student Congress Logo

The 3 CSOs: Student Congress, Student Activities and Student Publications were told last year that there is no official policy for logos. This year, following up with the College's communicator and the UHCC communicators, they received additional information. While there is no policy, there is an appropriate use of the seal with the logo. If the logo has any Native Hawaiian elements, the logo needs to go to Kalāualani for review.

Student Congress will send their logo to Kalāualani with a narrative as to the rich discussions that generated the idea for the logo.

AGO Updates:
- Faculty Senate – ARPD data has been received.
- Staff Council – the CIP tour has been canceled. The CPK fundraiser is on October 24th.
- Kalāualani
  - the Makahiki events start today.
  - There was a question about TEs for Kalāualani and Staff Council. It will be included in the Governance document.
- Student Congress
  - Transportation fee – There is a meeting with the City and County Deputy Director of the Dept. of Transportation next week Monday.
  - E-café – there was long discussion at the general meeting. Students are passionate about evaluations and have concerns. They met with the Faculty Senate Evaluation Committee. A memo with concerns will be shared. The Faculty Senate Chair asked to be included on email correspondences.
  - Open Educational Resources (OER) – Students are working with faculty in regards to OER. Two Student Congress members have been assigned to encourage OER.
  - Lauhala picnic – November 9.