

Executive Leadership Team (ELT)
Monday, December 16, 2019
2:30 p.m. – 4:30 p.m.
'Ilima 202A
Facilitator: Louise Pagotto

Administrative Staff Members: Maria Bautista, Brian Furuto, Carol Hoshiko, No'eau Keōpūhiwa, Nāwa'a Napoleon, Louise Pagotto, Lisa Radak, John Richards, Joanne Whitaker

Members Absent: Brian Furuto

Guests:

Previous Meeting Notes

Approval of Minutes

The meeting notes for December 9, 2019, were approved with amendments.

New Business

Convocation Presentation

ELT discussed topics of new innovations at the College to present at the spring convocation in January. The discussion is to be continued.

Islands & Reefs

ELT will first prioritize items from the list of Islands and Reefs. The ELT are considering a 2-day Kaizen event will then be scheduled in January to focus on the first priority.

Early College – Louise P.

- UH Maui College has the highest going rate at 29%.
- Kapi'olani CC's going rate is currently at 16%.
- A higher percentage of students go to UHM or to the mainland.
- There was discussion about a goal of doubling the number of early college students enrolling at Kapi'olani CC within 5 years.

CCCC – Louise P.

- Disenrollment for non-payment - The UHCC Chancellors proposed that the fall 2020 payment deadline would be Friday, August 21st, and on the following Tuesday, students would be disenrolled for non-payment. The proposal was voted down at the 10-campus Council of Chancellors. It was also proposed that the No-Show Policy would be implemented for fall 2020.
- State Legislature - The UHM President was questioned by the Ways and Means and Higher Ed Committees about enrollment management and the \$5M spent on a contract with EAB.
- Delegating RGP accounts - A form will be sent to the College to complete.
- Returning Adults - A proposal for a phone app that would allow the College to contact returning adults a lot quicker. The app will allow a message to be sent to students that show the percentage of a degree their current credits earned. Students would also be able to do a "what if" search if they were interested in changing majors.
- HiNet recruitment - Move quickly on recruiting permanent positions. There will be training in March and preparation for training starts in January.

CI + ARPD – Louise P.

- Discussed the status on progress.
- **Action:** Request OFIE to assess these plans.

Request to Fill

- RESP Clinical Preceptor - Approved
- STAR Assistant - Approved
- Accounting position - Defer until next meeting

Admin Updates

- There were 500 students purged last week; 200 re-enrolled.
- The 14-week course pilot went well. Some faculty want more 14-week English courses. Nāwa'a was asked to provide a report from all perspectives to see if it improved retention and success.
- Lisa R. and No'eau K. are collaborating on a new student badge process.
- Carol H. reminded ELT about the concern with understaffing in the OCET registration office this Christmas break and about the meeting between Brian F., Justin K., and Alissa K. A representative from the Destiny system is willing to come to campus to explain their system process.
- The Culinary Institute of the Pacific (CIP) is very close to finalizing the drawings and plans of what goes into the buildings. The proposal is expected to go out for bid in mid January to be awarded in March.