Present: Joe Ciotti, Kelikokauaikeakai (Liko) Hoe, Lokelani Kenolio, Kalani Meinecke, Jean Okumura, Emi Troeger, Paul Field (CCAAC Chairperson – ex-officio member)

1. Call to Order– The meeting was called to order by Jean Okumura at 2:00 pm in Mana`opono 113.

2. Minutes – The minutes of the September 12, 2008 meeting was accepted as circulated.

3. HAP Board Website/Getting the Word Out
   a. The HAP Board website was shown to the Board members.
   b. When the website was available, Jean Okumura had sent out an email and asked board members to notify their departments about the site and to inform them that they can apply for HAP designation for a course with instructor.
   c. Jean Okumura has not sent out an email to WCC fac/staff about the HAP Board because that information doesn’t apply to all staff and because the board members were notifying the departments. However, the Board members felt that an email would still be helpful. Jean Okumura will send an email to faculty and administrators via the WCC fac/staff listserv notifying them about the new HAP Board and website and encouraging faculty who are teaching courses that have an intersection of Native Hawaiian culture with Asian or Pacific Island cultures to check out the HAP website and forms.

4. The Hallmarks and Examples
   a. Jean Okumura thought UHM’s HAP Chairperson had mentioned having a bibliography listing of books and other materials that have the native voice. Upon further checking, he did not have such a bibliography. He only had the two examples and those were already distributed to the Board members.
   b. Carlos Andrade was asked to come to today’s meeting to help answer questions about the HAP Hallmarks but he is no longer on the UHM HAP Board and he is the new Director of Kamakakuokalani Center for Hawaiian Studies. Therefore, he is very busy and could not help us. He did provide someone to contact and that person will be contacted to see if someone from UHM could help us get a better understanding of the Hallmarks and designation requirements.
4. The Hallmarks and Examples – continued

c. As was mentioned at the last meeting, there is a question about the hallmarks and how it seems to be about to the course rather than the instructor. It is uncertain as to what the Board was supposed to be looking at with regard to the instructor when evaluating an instructor for HAP designation. Is there something else that we are supposed to look at other than what learning resources (essays, videos, etc.) that the instructor selects for the course? If all faculty who teach the course use the same materials and learning resources and assuming that the course syllabus and bibliography sufficiently satisfy the hallmarks, should the course get the HAP designation no matter who teaches it?

d. The Hallmarks state that “At least two-thirds of a class must satisfy the following Hallmarks:

(1) The content should reflect the intersection of Asian and/or Pacific Island cultures with Native Hawaiian culture.

(2) A course can use any disciplinary or multi-disciplinary approach provided that a component of the course uses assignments or practica that encourage learning that comes from the cultural perspectives, values, and world views rooted in the experience of peoples indigenous to Hawai‘i, the Pacific, and Asia.

(3) A course should include at least one topic that is crucial to an understanding of the histories, or cultures, or beliefs, or the arts, or the societal, or political, or economic, or technological processes of these regions; for example, the relationships of societal structures to the natural environment.

(4) A course should involve an in-depth analysis or understanding of the issues being studied in the hope of fostering multi-cultural respect and understanding.

The Board members need clarification on whether this means 2/3 of each hallmark (1 – 4) or 2/3 of the totality. It was thought that maybe the 2/3 is referring to only hallmark 1 because hallmark 2 deals with the approach for having the intersection and hallmark 3 deals with at least one topic for the intersection. However, on p. 3 of the HAP proposal form, item #2 seems to indicate that is it 2/3 of the totality of hallmarks 1 – 4. Therefore, we need clarification.

e. Does the instructor’s interpretation of the materials play a role in determining whether a course/instructor satisfy the Hallmarks? There is nothing in the hallmarks that deal specifically with the instructor.

f. If an instructor changes his/her syllabus after a course is approved for HAP designation, will s/he have to resubmit for HAP designation before the renewal deadline?
4. The Hallmarks and Examples – continued
   
g. Jean Okumura will try to arrange for someone to come to answer our questions and give us a better understanding of the Hallmarks and HAP designation requirements.

5. Next Meeting – Wednesday, November 19, 2008 from 2 to 2:55 pm. Liko has a class at 3 pm on Wednesdays and Loke has a counselor meeting at 3 pm on Wednesdays.

6. Adjournment – The meeting was adjourned at 2:55 pm.