• Meeting called to order at 11:05am.

• Attendees:
  Clifford Togo (Chair), Jerry Levinson, Ann Lemke, Richard Fulton, Cindy Flynn, Kathleen French, Margaret Coberly, Joe Ciotti, Kanani Baker.
  Excused: Lisa Gillis-Davis and Paul Briggs.

• Notes of October 9, 2008 meeting approved by committee. Future notes to be paginated.

• Synopsis was given of the October 9, 2008, ‘Iolani building presentation by Ke Kumu Pali representative, Winston Kong.

Chair reported on reasons why ‘Iolani building could not be used:
  1. ‘Iolani building is the property of the Hawaii State Hospital. (Hawaii State Hospital to be recognized as HSH in future references.)
  2. UH funds cannot be used to repair buildings that belong to the HSH.
  3. There are health and safety issues due to the poor condition of ‘Iolani building.
  4. During Spring recess 2009, rain flooded two offices and a room.

In addition, the Chair informed the committee that currently, discussions between WCC and the HSH have been taking place regarding the future use of ‘Iolani building. It is anticipated that ‘Iolani building will be returned to the HSH and in exchange the HSH may possibly return two of the maintenance shop buildings to WCC.

Current occupants/programs in ‘Iolani building are ETC’s FAMCO program, an art class (print making), and a photography darkroom. A couple of offices are also occupied: one is used by the Aquaculture program and another for the Marine Option Program. The basement is also used for storage by the art and ceramics programs.

Committee members asked if there is a written agreement on the use of ‘Iolani building. The Chair stated that a written agreement does not exist, but just understandings.

• Committee requested that due to the possible safety and health risk in ‘Iolani building that not only should we deny Ke Kumu Pali’s request but also need to remove current occupants.

A motion was made by Richard Fulton and 2nd by Margaret Coberly and unanimously accepted by committee. The Motion was: Windward Community College should vacate
‘Iolani building as soon as possible and no later than June 30, 2010. Phase one is to remove all occupants, then clear stored items.

- Chair to compose a letter on behalf of the committee denying Ke Kumu Pali’s request. Letter will state reasons for denial as well as giving them the opportunity to present other proposals.

- Chair informed committee on the upcoming summer 2009 renovations for Hale Alaka‘i and Hale Kuhina. The anticipated completion date is December 2009.

- Chair updated committee on the Hale Mana‘opono renovation which is tentatively scheduled to start in January 2010. Some of the displaced occupants/classrooms will be relocated to the renovated Hale Alaka‘i building.

- Chair informed committee on the demolition of Hale Manaleo and the relocation of its programs and offices. The TLC will be moved to Hale Alaka‘i 106 and the offices of Jean Shibuya and Ellen Ishida-Babineau will to be moved to Hale Palanikila 119. Hale Manaleo classrooms will be available for use until the end of the Fall 2009. No data or phone service will be available in Hale Manaleo after Summer 2009. The construction of WCC’s new Library is scheduled to start in January 2010.

- Chair and committee discussed whether to amend WCC’s 1995 Master Plan or hire a Consultant to create a new one. The UH Community College System will be looking at all the community college’s need to update their Master Plan and determine how to proceed. Through this process, the college could indicate a need for a Hawaiian Studies facility or any other high priority needs. The draw back of using a consultant is the length of time it would take to conduct a new Master Plan which could be a 2-year minimum waiting period for a completed plan. Funds for a consultant to update or do a new Master Plan would be paid through the UH system. An update of the Master Plan would probably be less time consuming. Committee members to convene at a later date to further discuss priorities to include in a new Master Plan.

Hale No‘eau and Hale La‘akea will be vacated or partially vacated after the completion of the new library. Future uses for these buildings will need to be determined before renovation planning begins.

- ‘Olelo program in Hale ‘Akoakoa will be leaving WCC, and the room will be used for classroom instruction. Student Services to take over the adjacent empty room for storage.

Discussion ensued on a past agenda item regarding the increasing number of students and the reduction of space for classes. A committee member reported that maybe more
evening classes could be offered. In addition, class scheduling will become more flexible to better utilize classrooms and times. A suggestion of more online classes was given. A committee member shared information that Jane Bopp is conducting a survey regarding the possible popularity of evening classes. Findings to be reported at the next meeting.

• The next meeting to be announced through email at a later time.

• Meeting was adjourned at 12:30 pm

Respectfully submitted,
Kanani Baker, Recorder