Windward Community College  
Staff Development Committee Agenda  
Tuesday, January 23, 2007  
Hale Kuhina 106, 8:45 -9:45 am  
Minutes

In attendance: Paul B., Pam D., Momi D., Gerri K., Denise K., Brian R., Jane U.  
Guest: Karen Quimoyog

1. Meeting began at 9:52am

2. Minutes for Jan. 16, 2007, were approved with revision adding Momi’s name to the attendance list

3. Reports
   a. Grants: Alex N. was not able to attend, but it was informally reported that at least 3 grant requests have been submitted recently
   b. (Interim) Chair’s Report: WCC Administration has directed a change if Interim Chair from Momi, as was agreed upon in the January 16 SDC meeting, to Paul. Although all committee members present recognized Paul’s capability as Chair, unanimous concern was expressed over the course of action taken to bring about the change. It was agreed that by-laws may help avoid such concerns in the future and that committee members will gather information (including history of the committee, by-laws templates that may exist, compensation/time-release issues) and later work on by-laws.

UNFINISHED Business

4. March 2: Non Instructional Day
   a. Second Survey- Review of results & Selection of activities
      Results showed a strong preference for an off-campus activity. The four off-campus options received similar support, however, more people seemed to more strongly favor a geological tour of the Windward side. The groups arrived through consensus at the decision to plan a half-day geological and cultural sites tour, followed by a lunch at either WCC or perhaps Kahana Valley.
   b. Delegation of responsibilities
      • Denise will talk to Liko Hoe about possible cultural sites and his leading visits to them.
      • Momi will talk to Floyd McCoy about possible geological sites and his leading visits to them.
      • Gerri will get information on busses.

5. NEW Business
   a. Karen Quimong came to ask SDC for monies to purchase pedometers for faculty/staff on campus. This is part of a campus wide interest in Wellness activities and sponsored by CCLC (Community College Leadership Committee). Karen presented the work that she had done as part of this process,

submitted by Pamela DaGrossa, 1/23/07  
and Denice Kretz
communication with the American Cancer Society and HMSA. Karen would also like to have Blood Pressure monitoring and other health related topics on campus. A decision on whether SDC will vote to fund this project has been postponed until the next meeting.

b. The discussion also focused on the possibility of starting a small fitness facility on campus. Momi suggested that WO could possibly support the facility/idea and suggested that Ed has equipment to supply the facility with, such as treadmill and weights. Where to house the fitness room was another issue, Akoakoa, Hale A’o, SAC, and Imiloa were suggested. A place to provide showers was also discussed, it was mentioned that there are showers in Akoakoa. Administrative approval and maintenance issues were also discussed.

c. It was agreed that Staff Appreciation Day will be postponed until after we have finished planning Non-Instructional Day.

6. Next Meeting: Feb. 6 8:45am