

**POLS Dept minutes**  
**Sept 25, 2015**

1. Announcements

- Next meetings: Oct 16 and Oct 30
- RTRF memo

2. Achievement Scholarship (Tuition Waivers)

Unanimous decided: *Whether to adopt language that will appear in our graduate student guide, our website*

*(<http://www.politicalscience.hawaii.edu/graduate/funding/awards.html#achievement>), the achievement award call, application and letters that will clarify that the scholarships will be **awarded based on merit and need to graduate students at any point in their studies**.*

*All existing language about tuition waivers will be removed.*

3. Special meeting on department climate

Decided: Oct 16 will be a faculty-only meeting. We will use the fall semester to prepare for a facilitated meeting during spring. This will give the department and the selected facilitator time to do thorough preparation, and it will also allow us to have key faculty members who are currently on leave back in the mix when the paid facilitator comes on board. On Oct. 16, we will look at the specific issues raised in the spring retreat notes and prioritize 2-3 to take on in a facilitated meeting. We will also discuss possible ground rules for the facilitated meeting.

TO DO:

- Noe will send out that list of issues to faculty prior to Oct. 16.
- Noe will discuss with Amaral what other prep work we might need to do this semester to prepare for the facilitated session. D. Ching will be a back-up option.
- Katharina, Krishna and Manfred H. volunteered to help talk with colleagues about why it is important that all attend the facilitated session.

Possible facilitators:

**Annelle Amaral** is a former state representative, a longtime advocate for women and for Hawaiian self-determination. From 1988 to 1996, Amaral served in the state House of Representatives, where she served as Majority Floor Leader, vice chair of the Judiciary and Housing Committees, and chair of the Women's Legislative Caucus. Amaral was director of public affairs for Planned Parenthood of Hawaii from 2002 to 2008, as well as special projects coordinator on projects relating to domestic violence for Legal Aid Society of Hawaii from 1999 to 2001. For well over a decade, Amaral has provided community facilitation, strategic planning and community coordination for a wide range of government agencies, businesses and organizations. From 2008 - 2012, she worked as a Native Hawaiian liaison to the Garrison

Commander, U.S. Army Hawaii. She currently serves as President of the Association of Hawaiian Civic Clubs.

**Donna Ching** is an extension specialist in CTAHR. Over the past decade, she has established herself as one of Hawai'i's leading practitioners of processes designed to make groups more effective in their planning and other deliberations. Her work is based on a simple premise—groups (temporary committees, governing boards, teams and the like) are the primary unit in which most of the key decisions in organizations are made. Ching has provided services to 58 different agencies in Hawai'i, from youth organizations to state agencies to community-based programs. Her training and facilitation activities have a remarkable impact particularly in schools and the non-profit sector in Hawai'i. She offers trainings in collaborative leadership in educational systems at all levels.

**Michael Epp** is the Executive Director of Pacific Islander Health Officers' Association. Michael began his work in health care at Kokua Kalihi Valley (KKV), an urban health center in Honolulu with a large Filipino, Samoan, and Micronesian clientele, where he spent eight years focusing on program and community development. He subsequently served for two years as president of the KKV Board of Directors. He is also a freelance strategic planner, facilitator and grant writer.

Lou Chang