CCAO and CSSAO Joint Meeting
Meeting Summary

Wednesday, May 21, 2014
9:00 a.m. – 2:00 p.m.
IT Center, Room 105A/B

Present: Reed Dasenbrock and Francisco Hernandez (Mānoa); Matthew Platz and Gail Makuakane-Lundin (Hilo); Linda Randall (West O’ahu); Jason Cifra (Hawai’i); Katy Ho (Honolulu); Louise Pagotto and Dawn Zoni (Kapi‘olani); Jim Dire and Earl Nishiguchi (Kaua‘i); Jim Goodman for Mike Pecsok and Chris Manaseri (Leeward); Cathy Bio (Maui); Ardis Eschenberg (Windward); Suzette Robinson (CC System); Joanne Itano, Jan Javinar and Susan Nishida (System)

Guests: Gary Rodwell (Mānoa); Manny Cabral (Leeward); Karen Lee, Angela Jackson, Jean Osumi, Anita Huang (Hawai’i P-20)

Introductions
Welcome to Gail Makuakane-Lundin, Hilo’s interim Vice Chancellor for Student Affairs, Dawn Zoni, Kapi‘olani’s Acting Vice Chancellor for Student Affairs, and Katy Ho, Honolulu’s Vice Chancellor for Academic Affairs.

Announcements
WiPC:E conference being held at Kapi‘olani CC this week.

Draft Policy on Student Fees for Distance and Students at Multiple Campuses
In creating a new Executive Policy (EP) that would bring all mandatory student fees to one location, two issues arose: 1. Should distance learning student be required to pay all mandatory student fees and 2. Should students enrolled in multiple campuses in the same semester be required to pay all mandatory student fees for all the campuses they are enrolled.

The group agreed that the answer should be “no” for both items and a working group will work on drafting language and incorporating the principles into the new EP draft. Ramona Kincaid, Katy Ho and Janet Ray are members of the workgroup. Jan to complete a draft policy by the end of May 2014.

Veteran Students Task Force Update
Chris provided the group the results produced from work of the 17 member taskforce charged by Interim President Lassner in November 2013 to provide by April 2014 recommendations to improve veteran access to UH and success of student veterans. The draft report was submitted to Interim President Lassner on April 25, 2014 with 18 recommendations broken into four categories: facilities, people, policies and technology.

The group recommended to support a systemwide standing committee to work on the recommendations provided. Chris/Jan to send Joanne Itano a recommendation as to the ideal
members to serve on this committee. Joanne will follow up with the Interim President. Further, campuses may want to consider to include a budget item to support veterans as they go through their campus’ budget building process.

**Draft UH Productivity and Efficiency Measures, 2015-2021**

Joanne shared the newest draft of the primary productivity and efficiency measures being proposed for 2015-2021. IRAO is gathering the data for these measures and plan to bring to the BOR in July. Comments and suggested changes should be sent to Joanne ASAP.

Save July 18 for a meeting with Jane Wellman, former Director of the Delta Cost Project, to discuss the measures with Chancellors and Vice Chancellors.

**HGI Update, SAM and 15 to Finish Update**

Joanne’s update showed that UH will need a 6% annual growth in associate and bachelor’s degrees to be on track to reach the 55 by ’25 goal. Student Achievement Measures (SAM), which include student who transfer and/or graduate at other institutions, were also shown and will be a new measurement used for measuring student success. Data on 15 to Finish showed a continued increase in the number of students enrolled in 15 or more credits and verified previous data that students taking 15 or more credits in Fall 2012 and 2013 still performed better and had better course completion rates, at all academic preparation levels, than students taking fewer than 15 credits.

**Proposal to Change the Credits that Define Academic Class Standing**

Jan and Susan presented the findings of potential impacts (systemwide and campus specific) that were raised by various constituents if the change was agreed upon. The group supported the change and agreed that an effective date of Fall 2015 was doable (campuses would need to review and make appropriate changes in Fall 2014). Joanne will issue a memo for this change. Susan will send the campuses the list of areas that are impacted by their change for their review with their campus. This will include courses that were identified in Banner as having a class standing prerequisite and/or mention a class standing in the title (e.g., Junior Thesis) and does not have a corresponding level prerequisite for their campus, if any. All vetting should be completed by December 2014.

**Reverse Credit Transfer**

Suzette provided an update on the Reverse Credit Transfer initiative. Ideally, campuses should be able to award all the students deemed eligible. Three campuses (Kaua‘i, Leeward and Windward) were identified as needing to work with STAR to try and determine what challenges are preventing the campuses from awarded 100% of the students identified. Other campuses are moving full steam ahead. Once all the campuses are able to automate much of the process (close the gap and award 100% of the students identified), it would be possible to expand the implementation to additional programs. The AA in Hawaiian Studies and the AS in Natural Science were identified as possible programs to tackle next.

**Academic Pathway Systems (APS) and Academic Program Velocity (APV)**
Reed presented history on Mānoa’s process for developing the APS and APV. Gary presented the details on how student velocity is measured and how the sum of the students velocity divided by the number of students in a program can determine a program’s velocity in real-time based on what’s happening in a particular semester. Programs will be able to know the number of students who are off track (below a 12.5% velocity), on track (has a 12.5% velocity) and “above” track (has a higher than 12.5% velocity). Campuses, with the help of a Velocity Consultant, will be able to examine the data to determine why students are not progressing with a higher velocity and make changes to remove the barriers that are preventing students from having a higher velocity.

In order for the APS to work, campuses need to submit academic planner templates for all programs to STAR. A soft rollout for the APS is planned for June.

Joanne reported that the System was able to secure some funding from the Gates Foundation to help with the implementation of these items across all 10 campuses with the goal to allow students to register via the APS interface by Fall 2015.

**Student Record Update Form**
Susan provided the campuses with data collected for students who have registered for Fall 2014. This data is available in STAR Data Metrix/Academic Logic DB (under student management) for campus use. If a campus is interested in making changes to their student population (which students receive which question) or changing values (career interest and pre-major) for Spring 2015 registration, the changes must be submitted to Susan by June 20, 2014 for student populations and September 19, 2014 for drop down values.

**Student Wage Proposal**
Francisco provided the group with the summary of the student assistant wage history since 2006. UH student assistant minimum wage is established at .50 above minimum wage. The State is planning to incrementally raise minimum wage to $10.10 in January 2018. Based on actual money for student assistants now (using just general and special funds), to sustain the incremental increase would cost an additional $3.5M across the system.

Francisco to follow up to see if it is possible for students using FWS to work at another campus.

**College and Career Readiness Indicators Report (CCRI)**
Jean and Anita presented data on the CCRI, also known as High School Feedback Reports, for the class of 2013. Data shows student’s high school course compared to their placement in college. Scores show improvement in math and English, but there is still a large number of students being placed into developmental or remedial courses.

**Dev Ed Bootcamp – 12th Grade Transition Course**
Karen reported that a group of higher education and high school administrators attended a developmental education bootcamp last month and may other schools are showing that the co-requisite model for remediation is proving successful. With the changes to the DOE diploma
and assessments taking place, there is a need to develop a transitional course to be offered in the 12th grade for students that are deemed almost college ready. The “course” could take many forms, but should be developed jointly between higher education and DOE to ensure that students successfully completing this transition course will not be retested and automatically placed into the first college-level math course (generally MATH 100 or MATH 103).

Ideally, students should have multiple measures for placement, including ACT, SAT, Smarter Balanced, minimum course grade and cumulative GPA, COMPASS, etc., especially since not all students (some will be from out of state or returning adults) will not have all the items.

Campuses are asked to nominate one math faculty from their campus to serve on the taskgroup to develop the math transitional course outline. Nominations should be emailed to Karen (karenlee@hawaii.edu) by June 5.

ACT Scores for ENG 100 and Math Placement
Currently students need an ACT score of 22 or higher for placement into ENG 100 without taking COMPASS or another measure (SAT, AP, etc.). Studies show that ACT score of 18 for English would be a good indicator of success. Windward and Leeward are piloting placement using an ACT score of 18 for ENG 100 this fall. Although the numbers may not be huge (not all students submit their scores), they will report their findings after the pilot. Suzette recommends to look at the SLOs of the course one level below MATH 100 as one possible way to help shape the course.

Jan will follow up with Stacey Ellmore the status of having a contract to obtain ACT scores for the system.

Early College Activities
Chris is attempting to get funding from the Legislature to support dual credit (high schools students taking college level courses and receiving high school and college credit) similar to 28 other states that already receive funding.

Policy on Speech and Assembly
Gail shared with the group the press release of the new interim policy on speech and assembly for UH Hilo. Jan will review and update the Administrative Rules that govern Facilities Use Practice and Procedures, which includes free speech policies.

First in the World Grant Opportunity
Joanne received confirmation that the System cannot be the lead on the grant, but can be a partner. Interested campuses are invited to a meeting on Friday, May 23 at 1pm in Bachman 203 to discuss ideas and determine if there are any points of possible collaboration. Grant proposals are due on June 30.