Council of Chief Academic Officers  
Meeting Summary  

July 18, 2007  
Bachman 113  
10:00-2:00 p.m.  

Present: Erika Lacro and Mark Silliman (Honolulu CC), Elizabeth Ashley (Windward CC), Suzette Robinson (Maui CC), Mike Pescok (Leeward CC), Stephen Hora (UHH), Doug Dykstra (Hawaii CC), Louise Pagotto (Kapiolani CC), Charles Ramsey (Kauai CC), Bee Kooker (UHM), Linda Johnsrud (UH System), Joanne Itano (UH System/UHWO)  

Guests: Kathy Jaycox, Hae Okimoto and Karen Lee  

Aloha  

Aloha and thanks to Steve Hora. Welcome to Elizabeth Ashley and Erika Lacro.  

Math Success Project  

Kathy Jaycox provided an overview of the Math Success Project. It is funded by the Educational Trust. The project collects and analyzes student performance data in entry level math courses. Its goal is to help institutions facilitate student success, retention and degree completion. David Mongold from IRO is involved in analyzing data related to student success in entry level math courses.  

A conference call with math faculty to review the data is scheduled for end of July 2007. Please send names of math faculty to Kathy Jaycox (jaycox@hawaii.edu)  

Enrollment Purging  

Hae Okimoto and Karen Lee provided an overview to have standard purge dates across the ten campuses. Currently it is a manual process, very time consuming and each campus has different dates. The first date would be for all the CCs as they will be able to open seats in courses for other students. The second date would be for all ten campuses. This will be centrally done and an email to all students will be sent prior to purge dates to remind them of payment. There is a means to exclude selected students from the purge. The CAOs support this plan for courses that span the 15 week semester. Payment and purging for part of term courses will be handled by each campus.  

BOR Chapter 5 Revision  

The subcommittee on Chapter 5 revisions reviewed the entire chapter and selected 7 sections to focus on. After meeting with Pressley Pang, the chapter was divided into two sections, Chapter 5 Academic Affairs which includes the 7 sections and Chapter 5A
which includes the other sections of the current Chapter 5. Revisions by CAOs were made. The next step is for Linda Johnsrud to meet with the BOR Academic Affairs committee to review proposed changes and obtain feedback. Joanne Itano will complete the revisions and circulate among the CAOs.

Next Meeting