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SYSTEM

**University of Hawai'i Community Colleges
Dole Street Conference Room
2:00 – 4:00 PM October 24, 2013
Instructional Program Review Council Agenda**

PRESENT:

Facilitator: Cheryl Chappell-Long, OVPCC-APAPA

Attendees: Chancellors - Noreen Yamane (HAW); Vice Chancellors/Assistant Deans- Russell Uyeno (HON), Louise Pagotto (KAP), Jim Dire (KAU), Della Anderson (LEE), David Grooms (MAU), Brian Richardson (WIN); Div Chair/Dept Chair - Joel Tanabe (HAW), Ron Takahashi (KAP), IR - Jon Kalk (KAU), Guy Nishimoto (LEE).

Following Introductions, Cheryl Chappell-Long reviewed the charge of the I-PRC and the new 2013 data elements. Colleges reported favorable responses to the new elements. Hawaii CC conducted program-level training. A question was raised regarding consistency and comparability of budget information across programs and colleges. The question will be forwarded to the Vice Chancellors Academic Affairs with a recommendation that they meet with the Vice Chancellors Administrative Services to discuss ways to strengthen data collection and accuracy.

New Business

- ❑ On behalf of Leeward, Guy Nishimoto raised the following issues:
 - Using the contents of written analyses to modify health calls. Follow-on discussion included if a modification could be made at the program-level or if it would be more appropriate for the I-PRC to review the request. Not supported by the full I-PRC at this time. Decision made to convene a working group in the spring to review scoring rubrics [*January 10, 2014*]. Louise Pagotto, Guy Nishimoto, Jon Kalk, Russell Uyeno, Cheryl Chappell-Long, and Noreen Yamane volunteered for the working group.
 - Reconsider the health call designations (healthy, cautionary, unhealthy). As the ARPD are available to the public, faculty in “unhealthy” programs expressed concerns that it might cause questions about the program and/or steer away potential students. Issue will be included for discussion with a working group on the scoring rubric. Changing designations not supported by the full I-

PRC at this time. Comment made that some programs are “unhealthy” regardless of what term is used.

- Issue of individual college licenses for EMSI data. Cheryl Chappell-Long noted that a system-level license is held by the OVPCC and that due to the expense of individual college-level licenses, her office will continue to provide data as requested. John Kalk offered that when Kauai has requested data, their request has been filled quickly.
- Cheryl Chappell-Long clarified that the change of Certificate of Completion to the Certificates of Competence will not adversely impact programs. All certificates are currently included in the ARPD and will continue to be counted. Noted that the UH system includes only Degrees and Certificates of Achievement (or higher) in their reports and in performance funding.
- AA Hawaiian Studies and AS Natural Science. As of 2013, all colleges offer AA in Hawaiian Studies and AS Natural Science. Decision was made by Vice Chancellors Academic Affairs (VCAAs) that “course ownership”, “faculty alignment”, and “budget” would remain with Liberal Arts program resulting in incomplete data on which to base scoring rubrics. How to handle in the future will be discussed at a meeting of VCAAs and Liberal Arts later in the semester.
- Cheryl Chappell-Long reviewed the spring survey of ARPD users. The results are posted at http://uhcc.hawaii.edu/OVPCC/APAPA/2013_review.php She reviewed the open-ended comments and those metrics with high scores of “not at all important.”

Upcoming meetings:

- VCAAs/Liberal Arts Deans – November 27th @ HON (10-1)
- Scoring Rubric Working Group – January 10, 2014 @ Dole Street Conference Room (9:30 – 3:30)
- I-PRC Spring Meeting – April 3, 2014 (2-4)