PRESENT:
Facilitator: Cheryl Chappell-Long, OVPCC-APAPA
Shawn Flood, HAW  Nalani Kaun, WIN
Jason Santos, HAW  Ivan Wu, WIN
Jon Kalk, KAU  Wilson Lau, APAPA
Charlotte Watanabe, LEE  Sam Prather, APAPA
Shuqi Wu, LEE  Geri Imai, Registrars
Jeannie Pezzoli, MAU  Steve Shigemoto, HON
Jeff Hunt, WIN
Sandra Furuto, Director Data Governance & Operations EVPAAP

New Business

- Data Governance – Sandra Furuto covered details of the policy (4 DRAFT handouts distributed and will be forwarded by e-mail). Topics discussed included Data Stewards, UH Institutional Data Systems Data Stewards, and the Data Sharing Request Process (copies of abbreviated and full forms provided). Implementation timeline TBD. Working with IT to bring the forms on-line. Request that colleges forward existing MOA/MOU for data sharing to her office. Will review Leeward’s on-line forms/process. The members had comments and concerns that the Institutional Data Stewards are the Vice Chancellors Student Services. Additional questions should be addressed to Sandra.

- Pilot Project using high school (HS) GPA and Algebra II completion for placement – Jon Kalk stated that Maui College and Kauai CC are involved in a pilot project that offers automatic placement in beginning college-level math courses for recent high school graduates who earned at least a 2.6 GPA and have passed Algebra II in high school. They are working with P-20 to obtain the transcript information. More to be provided as the project progresses.

- VPCC spring 2013 college visits - no comments. Cheryl Chappell-Long reviewed the charge from the VPCC for the Strategic Planning Council to establish seven Strategic Planning Working Groups to address the following areas:
  - Goal A (part1) Educational Effectiveness and Student Success
  - Goal A (part 2) Native Hawaiian Educational Attainment
  - Goal B Functioning as a Seamless State System
  - Goal C Promote Workforce and Economic Development
  - Goal D Hawaii’s Educational Capital/Resources and Stewardship
• Goal E Develop Sustainable Infrastructure for Student Learning
• Focus Area 1 Distance Education

Each group, chaired by a Chancellor with a faculty senate chair and a student leader from different colleges, has been assigned one of seven focus areas derived from goals of the current plan. Group members (with special emphasis on student participation) must be from different colleges to facilitate full dialogue and engagement across the system and ensure an integrated approach to meeting statewide needs. Groups were encouraged to invite others (e.g. community and business members) interested in their topics. Chancellors to establish the size and composition of their group.

- Accessing 2013 Strategic Plan Update data – Wilson Lau provided on-line demonstration of the results and the glossary. As requests come in, scripts will be placed on Bwiki. Currently provided upon request.

- 2013 Annual Report Program Data (ARPD) update from I-PRC – Cheryl Chappell-Long reported that the Instructional Program Review Committee (I-PRC) addressed these items in the last meeting:
  • Alignment English/Math, Courses to Programs, Faculty (data from UH HR using IPEDS information)
  • Updating Academic Support quantitative elements – functional areas to be on separate screens with single executive summary by VCAA.
  • CTE and General Pre-Professional quantitative elements to include disaggregated data for native Hawaiians and full/part time students. New section to display Performance Funding outcomes at the program level.
  • Future revisions to Instructional Programs -- measures that address student flow and success, e.g. time to degree and credits completion. Will continue to discuss at later meetings.

- Cheryl Chappell Long stated that her office will begin to survey UHCC culture of evidence for data needs and usefulness of existing data tools (e.g. ARPD and Strategic Plan). First survey will cover ARPD. Later to address level of training/familiarization for users.

**Continuing Business**

- NCCBP 2013 submission – Shawn Flood stated routines have been updated. The work is not done. Each college has until June 15 to run their routines, collect the data they need, and populate the online submission tool.
- Vice Chancellors Academic Affairs Update – not present.
- Vice Chancellors/Dean of Student Services Update - Earl Nishiguchi not present but provided the following update by email:
  • Suspension of the TB clearance requirement for students who have applied for admission for Summer 2013 and Fall 2013. This would allow students to register for courses and attend classes while the suspension is in place.
• Place a registration hold for the Spring 2014 term on those students impacted by the TB clearance suspension. Since these students will already be registered and attending courses for Fall 2013 when the suspension will be lifted, it would make logistical sense for UH to reinstate the TB clearance requirement for Spring 2014 provided the TB clearance suspension has been lifted by then. Those students attending under the suspension, as well as all new students, would be required to present TB clearance before they could register/attend courses for Spring 2014.

• Starfish plan is now for all seven campuses. VP Morton looking for funds.

• Discussion on UHCC centralized application processing, similar to what we did for centralized financial aid processing.
  - Registrars Update – New Registrar at Leeward, search underway at Honolulu, and changed role for David Loeding at Hawaii.

**Reminders/Announcements/ What’s On Your Mind**

- AIR Conference – Shawn Flood and Shuqi Wu will attend.
- NCCBP Conference June 17-20
- SWIR on June 24\textsuperscript{th}

**Next Meetings:**

(2013) May 20\textsuperscript{th}, June 24\textsuperscript{th} *