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SYSTEM

**University of Hawai'i Community Colleges  
HALE Akoakoa 201  
1:00 – 4:00 PM Monday, February 27, 2012  
IR Cadre Meeting Proceedings**

**PRESENT:**

Facilitator: Cheryl Chappell-Long, OVPCC-APAPA

Shawn Flood, HAW

Steve Shigemoto, HON

Lynn Inoshita, HON

Jeffrey Arbuckle, KAP

Yao Hill (KAP)

Charlotte Watanabe, LEE

Shuqi Wu, LEE

Jan Lubin, WIN

Nalani Kaun, WIN

Ivan Wu, WIN

Jeannie Pezzoli, MAU

Wilson Lau, APAPA

Sam Prather, APAPA

Earl Nishiguchi, VCSS

**New Business**

- ☐ Discussed agenda items from the morning System Wide Institutional Research (SWIR) meeting:
  - Data Sharing request/approval process
  - Longitudinal tracking – implementation in 2014. Currently seems to be more “snapshot” tracking utility.
  - Higher Education regulations (July 2012) will require high school diploma or GED for Title IV eligibility – no longer use “Ability to Benefit”
  - At some colleges, students who continue enrollment after receiving their degree continue to be classified in that major. Earl Nishimoto will follow up with the VCSS and Cheryl Chappell-Long will follow up with the VCAAs to discuss the need for a policy that states the college will change the student's major to Unclassified once they have completed degree requirements.
- ☐ CCSSE – Cheryl Chappell-Long reviewed the Survey Consent form (copy distributed) and the use of the student identifier. Survey and use of student identifier are voluntary. The general data files which the college receives will not include the identifier. Colleges will need to make a special request for CCSSE for data files with the identifier. Members discussed that CCSSE's methodology of creating the random sample is based on class times. Because of class schedules, some majors are not included in the sample.
- ☐ Analytical studies – As in a previous IR Cadre email, APAPA reminded that at the December 2011 Strategic Planning Council meeting, VP Morton asked the Council members what types of analytical studies would they like to pursue but may not have

the time or resources. He stated the goal is to collect ideas, potential topics, and issues for a UHCC "Wish List" and parcel them out to the colleges and IR Cadre for further work, research or study. A list of suggested topics was compiled at the meeting ("Wish List" Analytical Studies) and was distributed. Chancellors were asked to discuss the "Wish List" and submit additional studies. At the CC Chancellors meeting on January 25 the Chancellors volunteered for topics -- the results were distributed prior to the meeting. Cadre members presented general discussion on the topic with some exchange of research design/method ideas. VP Morton stated that the studies are to be completed by the summer 2012. Most members expressed concern that workload issues may impact timely completion.

- ❑ Demographic Information and Achievement Data (DIAD) – APAPA reviewed the draft UHCC- level DIAD. Discussion on how IRAO uses and reports Hawaiian Ancestry/Ethnicity. Charlotte Watanabe will forward additional information she has received from IRAO.
- ❑ OVPCC Beta website – APAPA presented an online demo of the revised OVPCC website, currently undergoing beta testing. <http://uhcc.hawaii.edu/OVPCC/index.php>
- ❑ NCCBP – OVPCC will pay for enrollment. APAPA will explore presenting information to the Council of Community College Chancellors.
- ❑ Responses to Feb 7, 2012 Longitudinal Reporting presentation – APAPA advised to keep making your requirements known. Send everything to [Jean Osumi](#)

### **Continuing Business**

- ❑ IRAO Data Access Portal-Institutional Research (DAPIR) and AtD – AtD goals are now available in DAPIR under initiatives.
- ❑ Vice Chancellors Academic Affairs Update – Representative not present. APAPA relayed discussion items from last meeting:
  - Teaching equivalencies.
  - Common course numbering system initiative being driven by UH system.
    - Members raised the question that common numbered courses should have the same enrollment cap. Noted that the class size impacts ARPD fill rate and efficiency call.
  - Draft policy on degrees and certificates.
- ❑ Vice Chancellor Student Services Update - Earl Nishiguchi related items from last meeting:
  - The Office State Director Career Technical Education is resuming Civil Rights Audits in CTE Programs. Kauai is receiving a visit this month.
  - Continue to work on scoring rubric for implementation Fall 2012.
  - Matriculation fee – still under discussion.

- Automatic Noting of credential completion on the transcript – still under discussion.
  - VCSS working with Faculty Senate subgroup on Academic Policies to develop a standard Academic Status procedure that includes credits attempted/completed as well as GPA.
- ❑ Registrars Update – not present. APAPA stated work on online common application continues.

### **Reminders/Announcements/ What's On Your Mind**

- ❑ Grad/Leaver due February 29, 2012 – Members discussed challenges in improving the response rates. It was noted that the percentage of emails going through was higher this year than in previous years. Yao Hill shared that Kapiolani used Survey Monkey sent to both email addresses and sent three reminders which produced a 22% return rate.
- ❑ **Next meeting – March 19, 2012**

### **Future Meetings: -**

April 30, May 21, June 25, 2012