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**University of Hawai'i Community Colleges  
Dole Street Conference Room  
1:00 – 4:00 PM Wednesday, April 29, 2009  
IR Cadre Record of Proceedings**

**PRESENT:**

Facilitator: Cheryl Chappell-Long, OVPCC-APAPA

Shawn Flood, HAW

Steven Shigemoto, HON

Jeff Arbuckle, KAP

Guy Nishimoto, LEE

Wilson Lau, APAPA

Michael Wun, LEE

Nalani Quinn, WIN

Kathy Hill, DOI/ADOI

Earl Nishiguchi, DOSS

Yao Hill, KAP

Sam Prather, APAPA

Jan Lubin, WIN

Kyle Hunt, APAPA

Guest: Dr. Barbara Beno, President, ACCJC

**New Business**

- ❑ ACCJC/WASC Update – Dr. Barbara Beno reviewed and discussed the changing context of accreditation – standards/sanctions/requirements/focus on evidence - and the increasing emphasis on accountability by the US Dept of Education (DOE) (handouts distributed/posted to website). Community Colleges may expect more monitoring of credits for transfer and the effectiveness of Distance Ed programs. A framework to address the increased accountability by the US DOE is being developed by the American Association of Community Colleges (AACC) through steering committee and working group meetings. Minutes of those meetings will be provided to the UH OVPCC. In addressing the Board of Regents (BOR) role in accreditation, Dr. Beno indicated that the BOR is required to know how well colleges are doing and how they know that (evidence).
- ❑ Annual Report Program Data – proposed changes and issues being discussed by the Instructional Program Review Committee (I-PRC) include:
  - Distance Education embedded within the template (draft attached)
  - Annual data vice fall only. Proposal is to use Summer 08 (for programs with required summer enrollment)/Fall 08/Spring 09 data which would better align with the budgeting process.
  - Two subgroups will be convened this summer to develop Liberal Arts measures/benchmarks and review/revise comprehensive program review requirements.

- Standard Occupational Classification codes are being reviewed. Consensus is needed from colleges that share the same program.
- ❑ “Transfers” for Liberal Arts – Cheryl Chappell-Long led a lengthy discussion on the definition of transfer for use in various UHCC research, documents and reports (Strategic Plan/Program Review). No consensus was reached and members were requested to provide feedback on their ideas.
- ❑ E-mail account for APAPA – Wilson Lau will conduct a feasibility study on the efficacy.

### **Continuing Business**

- ❑ Strategic Planning
  - Campus Visits – colleges reported that the visits went well.
- ❑ Community College Leadership Inventory Surveys– Sam Prather discussed the results of both the Strategic Planning Council and IR Cadre surveys (handouts distributed/attached).
- ❑ NCCBP – APAPA has paid the bill, deadline for submission to NCCBP is June 17. APAPA will send updated Human Resource and tuition/fees data.
- ❑ Updates
  - DOI/ADOI Update – Apr 16 meeting cancelled, next one is a joint DOI/ADOI/DOSS meeting May 14<sup>th</sup>. Bernadine Fong will also attend.
  - Dean of Student Services Update – 2 day meeting in June to discuss program review.  
Financial review survey coordinated by Mona Lee.
  - Registrars Update – not present.
  - APAPA has forwarded files to Academic Officers to identify “ownership” of programs in preparation for the Annual Reports Program Data.
- ❑ **May meeting cancelled.**
- ❑ Announcements:
  - Graduate and Leaver surveys - discussed methods to improve response rates.
  - PACAIR – May 14 meeting will discuss culture of evidence.
  - COGNOS – next anticipated deliverables are the Annual Reports of Program Data and AtD five goals.

**Future Meetings: - June 29, 2009**