



UNIVERSITY
of HAWAII®
SYSTEM

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

PRESENT:

Facilitator: Cheryl Chappell-Long, OVPCC-APAPA

Shawn Flood, HAW

Steven Shigemoto, HON

Yao Hill, KAP

Charlotte Watanabe, LEE

Jeannie Pezzoli, MAU

Jeff Hunt, WIN

Geri Imai, Registrars

Kyle Hunt, APAPA

Ross Egloria, HON

Jeff Arbuckle, KAP

Guy Nishimoto, LEE

Michael Wun, LEE

Brad Duran, MAU

Nalani Quinn, WIN

Sam Prather, APAPA

Wilson Lau, APAPA

New Business

- ❑ Annual Reports of Program Data - Cheryl Chappell-Long reviewed the changes recommended by the Instructional program Review Council (I-PRC) which will be amended and updated on the website to match the current elements and process.
 - Element changes – discussed template previously distributed and noted:
 - Demand - new and replacement positions will be prorated between programs sharing the same SOC classification in same county.
 - Effectiveness - Certificates added to degrees with an unduplicated total.
 - Distance Education elements
 - Health Call Rubrics – APAPA will populate the Health Call fields using the I-PRC-approved scoring rubrics.
 - Remedial/Developmental – template is still being completed and will change Liberal Arts numbers
 - Liberal Arts – definition of demand has not been determined. Overall Health call will be calculated using Efficiency and Effectiveness categories only. Transfers will be added to the scoring rubric.
 - FTE BOR Faculty data are compiled by UH Human Resources Office per the PeopleSoft files. APAPA will send a copy to colleges to review prior to August.

August 2009 will be first annual report using full year data (Summer-Fall-Spring: half-count Fall, half-count Spring; add Summer data from G-funded classes only with a maximum of one student major over the terms).

- ❑ AtD – Fall 2008 Cohort Flag – Charlotte Watanabe will use the files as sent to the colleges for review. No college reported discrepancies (students who shouldn't have been counted or missing and should have been counted).

Continuing Business

- ❑ Updates
 - DOI/ADOI Update – Kathy Hill needs to discuss method of determining costs per SSH with the DOI/ADOI.
 - Dean of Student Services Update – not present
 - Registrars Update -- Geri Imai reported that an on-line admissions application will be piloted for Manoa Spring 2010.
- ❑ Next meeting August 3, 2009 (No July meeting)
- ❑ What's on your mind – a general discussion of how each colleges uses CCSSE data

Future Meetings: -

On Site: Mondays (Windward CC 1:00 to 4:00 pm) (Polycoms as needed)

July 2009 no meeting	January 25, 2010
August 3, 2009	February 22, 2010
September 14, 2009	March 29, 2010
October 26, 2009	April 26, 2010
November 23, 2009	May 24, 2010
December 2009 – no meeting	June 28, 2010