

University of Hawai'i Community Colleges
O'ahu Campuses -- Windward
Wednesday June 8, 2005
1:00 to 3:00 P.M.
IR Cadre Polycom Meeting Proceedings

PRESENT:

Facilitator: Cheryl Chappell-Long, OVPAA
Shawn Flood HAW CC
Karen, Hayashida LEE CC
Jeff Hunt, WIN CC
Gary Shibuya, OVPAA
Guy Nishimoto, KAP CC
Sam Prather, OVPAA
Jeannie Pezzoli, MAU CC

Old Business

- Graduate & Leaver Surveys – **Reminder: surveys due March 7, 2005.** Excel files of students to be surveyed were distributed to campuses at the December 2004 meeting.
- Program Health Indicators – **Reminder: reports due April 15, 2005.**

New Business

- Accreditation Self Study Demographic and Achievement Data template- Cheryl Chappell-Long reviewed the background of the development of the template and the Community College Council of Chancellors agreement on the format and content and charge to proceed with the development. Data products/reports for Community College needs for some of the table/figures are currently not available and will require programming/development. Campuses agreed to a collaborative effort for this process. Assignments are detailed below.
Results should be provided for review by IR Cadre members before the June 27 IR Cadre onsite meeting:
 - Tables and figures in pages 1-14 are derived from MAPS reports. The excel spreadsheets for producing these tables/figures (electronic file attached) are included in the data template to facilitate commonality of data presentation and assist campuses in constructing the campus tables/figures/charts.
 - Page 15 Fig 9 Student Retention – **the CC Academic Planning, Assessment, and Policy Analysis (APAPA) Office will develop method/routine to present the data.**
 - Page 16 Fig 10 Persistence – **Kapiolani CC**
 - Page 16 Fig 11 Annual Degrees and Certificates Awarded – **Hawai'i CC lead, Leeward, and CC APAPA assist**
 - Page 17 Fig 12 Continuing Enrollment, Transfer, and Graduation – **APAPA**
 - Page 18 Table 6 Transfer to Other Institutions – **APAPA lead, Maui assist**
 - Page 19 Fig 13 Basic Skills Completion – **Kapi'olani lead, APAPA assist**
 - Page 20 Figs 14 & 15 Employment Status and Job Preparation - **APAPA** will provide copy of Graduate and Leavers survey data submitted for *Measuring our Progress*.
 - Page 21 Fig 16 – Community College Survey Student Engagement (CCSSE) Benchmarks – **Campus download chart from CCSSE website (use most recent survey data)**

- Timeline for self study Demographic Information and Achievement Data -- **completed by the start of the fall 2005 semester** to coincide with the start of the self study process
- IR Cadre members not listed as participants in the collaborative effort are encouraged to join a work group.
- Next IR meeting in a lab
 - Cadre members would like to collaborate on report writing and requested use of a lab for next meeting. Details to follow.
- 2005-2006 Meeting schedule
 - Consensus that the last Monday of the month is a good date for on site meetings
 - APAPA will schedule future dates for polycom meetings and provide details
- 2006 CCSSE
 - CCSSE results are used in various system documents to include the Accreditation Self Study Demographic and Achievement Data template. Discussed participation in the Spring 2006 CCSSE, some IR Cadre members unsure of their campus participation. Advantages of all seven campuses participating (consortium) include reduced price and ability to add up to 20 UHCC specific questions to the survey.
- ODS users for reports – discussion tabled as all campus were not represented
- Other matters
 - MAU/HAW discussed information received at 2005 AIR Conference. Of particular interest was a computer web-based template for program review (WEAVE). More info to follow.

Next Meetings:

On Site: Monday, June 27th
(Windward CC in Ākoakoa Bldg, Rm. 107-09, 1 PM to 4:30 PM)

POLYCOM (as needed):
Wednesdays 1 PM to 3 PM (O`ahu at WIN CC)

Attachments

Accreditation Self Study Demographic Information and Achievement Data Template
Agenda