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**University of Hawai'i Community Colleges
HALE KUHINA Building Room 106
12:00 – 4:00 PM Monday, November 29, 2010
IR Cadre Meeting Proceedings**

PRESENT:

Facilitator: Cheryl Chappell-Long, OVPCC-APAPA
Shawn Flood, HAW
Tony Kitchen, HAW
Lynn Inoshita, HON
Steve Shigemoto, HON
Jeff Arbuckle, KAP
Charlotte Watanabe, LEE
Jeff Hunt, WIN
Nalani Kaun, WIN
Jan Lubin, WIN
Earl Nishiguchi, DOSS
Kyle Hunt, APAPA
Sam Prather, APAPA
Wilson Lau, APAPA

New Business

- ☐ Noon – 1 Polycom interview with Dr. Cohen-Vogel, candidate for Director UH-IRA. Following the interview, Sandra Furuto, Interim Director reminded that survey/feedback forms will be sent to all participants, please return. The second candidate interview will be on Tuesday, November 30th.
- ☐ Graduate and Leavers Surveys – files (on cd-roms) were distributed for each college. Completed surveys are due to APAPA by February 23, 2011. Cheryl Chappell-Long reminded that some of the data that ACCJC expects colleges to have come only from the Graduate and Leavers Surveys.
- ☐ Accreditation and Demographic Information and Achievement Data (DIAD) – Cheryl Chappell-Long reviewed the original design of the DIAD as a tool to meet ACCJC's expectations. Since the original design, the Commission has added items to the original list. Cheryl Chappell-Long noted the new items and stated that APAPA will update the elements in the DIAD. The same process will be used – APAPA will update for the system and share the methodology with the colleges. APAPA will convene IR-Cadre members to work on developing methodology for the new DIAD items.
- ☐ COGNOS and AtD – Kyle Hunt noted that the Cognos files for the five AtD goals have been updated with the 2009 cohort data. The updates reflect re-alignment of remedial/developmental courses as identified by the VCAs.
- ☐ Student Services ARPD for 2011 -- Cheryl Chappell-Long shared the draft template developed by the Vice Chancellors Student Services (VCSS). The VCSS have selected items directly linked to the UH Strategic Plan. Brief discussion of the

measures of demand (goals versus activities) and whether or not Student Services is responsible for student outcomes (persistence, graduation, transfer). APAPA will convene IR Cadre members to develop the routines to produce the required data.

- ❑ Perkins Consolidated Annual Report (CAR) on year 2009-2010. Cd-roms with each college's Perkins data were distributed. APAPA reviewed the structure and contents of the files and demonstrated how IR Cadre members can use the underlying tables to get to the student-record level for additional college analysis. Copies of the files have also been given to the CTE Deans group.

Continuing Business

- ❑ Annual Reports Program Data (ARPD) -- Cheryl Chappell-Long reminded that the reports are due to APAPA by December 15th. Her office will be working with the Chancellors/Vice Chancellors to freeze the reports and make them public. She reported meeting with the Remedial/Developmental work group which would like to have data reflecting student progress and achievement in subsequent courses. APAPA will convene IR Cadre members to develop the methodology for reporting progress.
- ❑ Vice Chancellors Academic Affairs Update – no report.
- ❑ Vice Chancellors Student Services Update - Earl Nishiguchi noted the ongoing revision of ARPD template. Sandy Matsui in OVPCC is leading the group. Earl noted that OVPCC was re-writing Perkins grant applications to be more closely linked to the outcomes in Perkins IV.
- ❑ Registrars Update – no report.

Reminders/Announcements/ What's On Your Mind

- ❑ ODS and Banner Upgrade Spring 2011 – Kyle Hunt distributed a schedule for the upgrades.
- ❑ PACAIR feedback – the conference was generally well received. Jan Lubin announced that the spring conference will be in March 2011.
- ❑ CCSSE – Consortium Workshop. Cheryl Chappell-Long announced that the CCSSE national team will hold a one-day workshop January 14th focused on using the survey results to support accreditation. A separate session will be offered to VCSS.
- ❑ Next meeting January 24, 2011.
Future Meetings (2011): Feb 28, March 28, April 25, May 23, and June 27.