PRESENT:
Facilitator: Cheryl Chappell-Long, OVPCC-APAPA
Shawn Flood, HAW   Jeff Hunt, WIN
Tony Kitchen, HAW   Nalani Kaun, WIN
Ross Egloria, HON   Jan Lubin, WIN
Steve Shigemoto, HON   Earl Nishiguchi, DOSS
Debie Amby, MAU   Erika Lacro, VCAA
Jeannie Pezzoli, MAU   Geri Imai, Registrars
Guy Nishimoto, LEE   Kyle Hunt, APAPA
Charlotte Watanabe, LEE   Sam Prather, APAPA
      Wilson Lau, APAPA

New Business

- UH-IRO’s Data Governance Consultants – IR Cadre met with Brian Prescott (WICHE) and Karen Paulson (NCHEMS). Cadre shared issues of communications, process, and procedures.

- ODS Dates – Kyle Hunt shared the system’s proposed “down dates” for ODS and requested if Cadre members had dates that should not be used, please contact him.

- Strategic Planning – Cheryl Chappell-Long noted that updates had been made to the planning data on-line. APAPA has updated AtD information using the files from the colleges vice eSTATS/MicroStrategy.

Continuing Business

- Achieving the Dream – Wilson Lau reminded that the files are due to JBL not later than November 15th. APAPA is creating the general student tables and term tables. Updates are listed in BWIKI as well as a Change Log.

- Annual Reports Program Data (ARPD) – Discussion regarding the process of ARPD at each college. Following December 15th deadline, the results will be made public on a UHCC website.
  - Instruction -- Suggestion that the CTE Glossary include the definition of Perkins Concentrators and Completers.
  - Academic Support – Meetings are on-going for the various areas of Academic Support. Discussion by the IR Cadre regarding the elements the areas are
suggesting and how they will be used for planning and resource allocation, will roll up to comprehensive reviews, will demonstrate SLOs, and will provide evidence for the upcoming Self Studies. For example, it was suggested that that the media centers might consider incorporating the evidence listed for Standard III.C.

- **Vice Chancellors Academic Affairs Update** – focusing on Achieving the Dream.

- **Dean of Student Services Update** - Earl Nishiguchi noted the ongoing revision of ARPD template. Sandy Matsui in OVPCC is leading the group. Discussion is underway to use the demographic questions in COMPASS.

- **Registrars Update** – Geri Imai noted concerns regarding the new on-line application. Some colleges report as much as 80% errors. Concern that the on-line application allows leaving “high school gradation” blank. The information is critical to Strategic Plan. Geri also noted a discussion led by AVP Karen Lee regarding change in purging for non-payment.

**Reminders/Announcements/ What’s On Your Mind**

- **PACAIR** – November 19th at Windward.

- **Accreditation** – Cheryl Chappell-Long discussed general themes of Institutional Effectiveness and planning based on data observed on recent accreditation visit. She noted that ACCJC’s scoring rubric for Planning, Program Review, and SLOs is accepted and in use.

- **Next meeting November 29, 2010**