



UNIVERSITY  
of HAWAII®  
SYSTEM

**University of Hawai'i Community Colleges  
HALE KUHINA Building Room 106  
1:00 – 4:00 PM Monday, October 25, 2010  
IR Cadre Meeting Proceedings**

**PRESENT:**

Facilitator: Cheryl Chappell-Long, OVPCC-APAPA  
Shawn Flood, HAW  
Tony Kitchen, HAW  
Ross Egloria, HON  
Steve Shigemoto, HON  
Debie Amby, MAU  
Jeannie Pezzoli, MAU  
Guy Nishimoto, LEE  
Charlotte Watanabe, LEE  
Jeff Hunt, WIN  
Nalani Kaun, WIN  
Jan Lubin, WIN  
Earl Nishiguchi, DOSS  
Erika Lacro, VCAA  
Geri Imai, Registrars  
Kyle Hunt, APAPA  
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 15<sup>th</sup>. 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 15<sup>th</sup> 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 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 19<sup>th</sup> 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  
Future Meetings (2011): Jan 24, Feb 28, March 28, April 25, May 23, June 27.