Chief Senior Student Affairs Officers
April 15, 2015
12:00 noon – 3:00 p.m.
UH Hilo Student Services Building with VTC connection to UH Manoa

Meeting Summary

Present: Lori Ideta (UHM), Gail Makuakane-Lundin (UHH), Judy Oliveira (UHWO), Brenda Ivelisse (Kap), Jason Cifra (Haw), Dee Uwono (Hon), Cathy Bio (Maui), Earl Nishiguchi (Kauaʻi), Laurie Lawrence (Lee), Tom Doi (Win), Hae Okimoto (ITS), Risa Dickson, Gregg Yoshimura and Joanne Itano (System)

Mahalo

Dee Uwono announced that she will be accepting a Title IX coordinator position at UHM. Best wishes and mahalo to her.

FA Central

Cathy Bio provided a background on this four year pilot. Funding support from UHCC was to end June 30, 2015. VP Morton has agreed to continue funding on a temporary basis due to the current circumstances. Cathy Bio and Gregg Yoshimura will work on a proposal based on the past 4 years of experience and a survey of FA directors and the PDs for the two permanent positions Documents are to be circulated among the VCSAs prior to the May 14, 2015, CC Chancellors meeting. Lui Hokoana agreed to present the proposal to the CC Chancellors. Joanne suggests that Cathy and Gregg attend also. Gregg will inform the current people of the extension of the funding. UHH has graciously provided space for FA central for the past 4 years (however, they will need to relocate). UHH is looking for new space to accommodate three positions (including one Gear Up position funded to September 30, 2015).   The new positions could be located on Oʻahu. The proposal is to include where the 2 permanent positions counts are to come from. This is intended to be a continual effort with joint funding from the 7 CCs and UHWO. Cost is estimated to be about $15,000/campus. VCSAs will discuss with their Chancellors prior to May 14, 2015 meeting.

Safe Haven/EverFi Training

Campuses are required to provide training for first year freshman. This spring all students were offered the opportunity to participate in the training and participation was low at most campuses. A link to the training will be on the campus page of the new myUH portal. Training is not mandatory, there is no "passing grade". Hae requests that each campus send her a contact to refer students to who have questions and query the Help desk.

Contract with EverFi ends May 1, 2016; a payment was made on March 1, 2015. Jason has followed up with Alex to inquire about adding UHH to the contract, additional costs for Fall 15 administration and setting up a call to provide feedback to EverFi on suggestions for improvement.

Dee reported that Mie Watanabe from the EEO office is organizing a two day EEO training for Title IX investigation. Dee will follow up for the dates. This is different than training for Title IX coordinators.

Discussion on possible use of Maxient as a tracking system for Title IX/student conduct cases occurred.

Dee and Lori also serve on the Title IX task force convened by VP Gouveia. They will follow up with VP Gouveia about Safe Haven training and tracking system.

Use of ACT Score of 18 for Placement into English 100

Cathy follow up with CC VCAAs to clarify which ACT score is to be used for placement.

Add Site to Online Application

Hae shared Banner's proposal to add site to the online application. See attached handout. CSAOs are ok with the idea and the wording suggested. Hae will share with DLPPG.

Data Governance Training

Risa shared that the System office is sponsoring a data governance training at Kap CC on 5/19/15. Additional information from Sandra Furuto, Director of Data Governance:

> There is an all-day systemwide data governance workshop on May 19 for executive data stewards, functional data stewards, and data custodians. It will be held at Kapiolani CC. We are expecting approximately 125 people. The workshop will be facilitated by a private consultant who does data governance training in both public and private sectors.
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> The primary goal of the workshop is to provide attendees with:
> - an understanding of what data governance is
> - its value and importance
> - the roles and responsibilities of each group
>
> As vice chancellors for students, your data governance role is that of executive data stewards. All executive data stewards will be receiving a Save the Date announcement at the end of the week. Unfortunately, we are unable to invite all functional data stewards and data custodians since their numbers are large. Instead, we will be asking the vice chancellors who are responsible for institutional research, HR, and fiscal administration to identify a campus representative for each of those areas. Note campuses will be responsible for covering any travel expenses. We hope that you will support your staff in attending this training workshop.

Disability Services Accommodation

Cathy shared an experience of a student who had accommodations at UHMC and then transferred to UHWO. It became clear that campuses differ in their practices of accommodations for disability. UHMC will not have a full time position for disability services and is looking for ways to share positions/costs and consistency in service. She will draft a document to start the conversation in this area.

Centralized Admissions

Seven CCs and UHH/UHWO is interested. UHCC system would fund a one year pilot. Process has to integrate with NOLIJ which is at procurement. The workflow for admission would need to be worked out with a system group including registrars, FA, Banner, etc. Joanne offered the system office to help with meeting scheduling, etc. UHWO and UHM have successfully implement NOLIJ for their admission process. Jason is working on the white paper. An area of concern is how to process students who are pending their residency status.

Agenda Items for May Joint Meeting

- Clarity on definition of running start, early admit, early college and how to input into banner.
- Update on delayed purge - Hae

Next Meeting

       Date: May 27, 2015 (Wednesday)
       Time: 9:00 am – 3:00 pm [tentative]
       Location: UH Mānoa Campus Center Room 309