Previous Meeting Notes

Approval of Minutes
The meeting notes for August 27, 2018 were approved with amendments.

New Business

UHCC Chancellor’s Retreat Agenda – Louise P.

- Online Education
  - Received 10 positions from Legislature for online education - (4) UHCC, (6) UH system
- First Year Success
  - Improve integration of placement/counseling and enrollment into math and English
  - Making informed choices about career pathways and developing a 4-year plan
- Transfer
  - Was there an increase in summer enrollment as a result of Pell grants?
  - President Lassner has given $100K to VP Straney to promote transfer
- Enrollment Growth
  - To target Early College, returning adults, working adults, non-high school graduates, and Pacific Islanders
- Long-Range Development Planning (LRDP)
  - Considering integrated planning for budgeting and academic planning
- Accreditation 2018
  - Accreditation Overview 2018 document that will be shared with the ACCJC visit teams has been shared with admin
- Faculty & Lecturer Recruitment Issues
  - High demand disciplines: computer science, nursing, aeronautics, new media arts; can bring in lecturers at Step C

ACCJC Site Visit Prep – Joanne W.
Reviewed and discussed the list of supporting documentation expected to be available to the ACCJC visit team:

- Budget, audit, auxiliary and/or foundation information
- Minutes of major groups such as Board, Councils, and Senate
- Audits and last two years external financial audits
- Reports of specialized accrediting agencies, if applicable
- Planning documents, internal and external program reviews, compliance reports
- Institutional research reports, needs assessments, learning outcome measures, program reviews, effectiveness measures, etc.
- Institutional reports on student achievement and student learning outcomes
- Policy and procedure for award of credit and conversion of clock hours to credit hours ("Policy on Institutional Degrees and Credits", "Policy on Award of Credit")
- Policy and procedure for transfer of credit ("Policy on Transfer of Credit")
- Other institutional policies or policy manuals
- Description of and contracts for any contracted educational services

**Admin SSP Report – Louise P.**
The due date for progress report #1 was August 31, 2018. A google doc will be provided for admin to submit their SSP reports.

**Admin Updates**
- Brenda, Susan and Vern are collaborating on reevaluating the vision of ISS.
- Enrollment is 6,968 as of September 4, 2018.
- There are open recruitments in Student Affairs.
- Joanne will be meeting with the OFIE department to move their website to the main campus website.
- Accreditation Preparation Event is on September 28.
- DOCET meeting is on September 21 on campus.
- Neighborhood Boards #3, 4 & 5 have been invited to meet with Chancellor Pagotto on September 28.
- UHCC’s HiNET programs will be collaborating with Kamehameha Schools to leverage their scholarship donations to provide additional scholarship support for Native Hawaiian students.
- John sent out memos to admin regarding the culinary transition.
- Ways and Means will be on campus on September 21.
- WIG updates:
  - Joanne will be attending student groups to meet students on her walkabouts.
  - John started visiting classes and students in his area and it has been going very well. Weekly 20 min meetings with department chairs have been scheduled.
  - Brenda went on a walkabout last week.
  - Louise met with students today in the cafeteria.