To:    Mike Pecsok, Vice Chancellor for Academic Affairs

From:  Sandy Hoshino and members of the International FYE Conference Contingent
        James Goodman, Laurie Lawrence, Kay Caldwell, Jonathan Wong, Blake Hunrick, Jan
        Shimabukuro Lee, Larry Andres, Lexer Chou, Chris Manaseri

RE:    Proposal for Campus-wide Committee on Student Success

Date:  June 30, 2010

Thank you for meeting with us on June 18th to discuss the significant learning to which we were exposed at the International First Year Experience Conference earlier this month on Maui. As we discussed, there are several initiatives that have the weight of research and best practice behind them about which we learned and which we are interested in pursuing as potential means to impact student success at Leeward. To that end we offer this proposal.

As you know, we were afforded the opportunity to send multiple parties to this conference through the UHCC AtD group using ARRA funding. As you also know, we are likely to receive similar funding in the new academic year, of a similar scale, with a similar purpose – to promote the development and replication of successful practices that positively impact student achievement. Part of the proposal we have proffered includes funding for continuing mandatory NSO, funding for additional professional development around promising practices in encouraging student success (which we suggest be spent to send selected others to the National Conference on FYE this coming February in Atlanta), and funding for the coordination of the various aspects of student success practices in development on our campus. It is the latter about which we write for your support.

While we have successfully experimented with several best practice initiatives such as Early Alert, Learning Communities, and Mandatory New Student Orientation, we are convinced that the piecemeal approach to enacting these initiatives which we have used to date is insufficient for the task at hand. We believe that nothing less than a campus-wide commitment to interdisciplinary partnership, overseen by a committee representing student support staff as well as instructional faculty from multiple divisions of the college, and charged with exploring and implementing selected high-impact practices related to student success, is necessary in order for us to leverage the change needed to significantly address concerns with regard to student achievement measures. Rather than concentrate on “First Year Experience” per se, we believe that such an overarching Student Success committee could act as an umbrella organization for multiple separate initiatives targeted at selected sub-populations, and might help generate other measures by which we might choose to attempt to impact the success of all students at the Leeward campuses.

Specifically we propose the following:

1. that our current group be expanded to include at least one faculty representative from each division of the college, perhaps including more than one Division Chair in that process, as well as representation from Academic Support Services.
2. that such a committee be co-chaired by representatives from both Student Services and Instruction, perhaps also including a co-chair from Academic Support Services as well.
3. that this committee be endorsed and charged by your office with the exploration and development of high-impact practices that promote student success that may be supported on our campus in the near term and in future planning.
4. that the work of this committee be supported through a combination of those ARRA funds proposed for coordination of FYE services in the coming year, and moneys earmarked from your office for this purpose.
5. that such a committee meet on a regular basis, at least bi-weekly for the coming academic year, with a charge to prepare a report for your consideration for budget and program planning beginning in 2011 and beyond, supporting activities, programs and other mechanisms that might be measured by their impact on student success indicators such as participation, retention, persistence, DFW rates, average GPA, and the like, metrics within your planned strategic goals for the year.
6. that the committee design a five-year plan for impacting student success indicators of their choosing, in line with the strategic plan of the college and the university system, and that such a plan be offered for your approval and that of appropriate governing bodies within the college before the conclusion of academic year 2010-11.
7. We further suggest that this initiative be broadly announced and supported in the activities and plans being made for the onset of the new academic year (convocation, new faculty and staff orientation, Campus Council, Faculty Senate, and other venues as you and the chairs of the committee may decide are most appropriate).
8. Depending on the plan developed, we also support the notion of a continuing Committee on Student Success of such a broad, representative nature beyond 2011-12 to ensure continuity of this important effort.

We believe that we opened the door to new and important conversations through our team participation in this conference opportunity, that there is much to be done and many willing to do it, ourselves included, and we strongly suggest that those conversations be expanded to include a broad range of faculty and administration across the divisions of the college. We look forward to doing all we can to support this effort, and would be happy to discuss our proposal with you and any other parties interested in promoting demonstrable improvement in the metrics by which we might measure student success at our college.

As a result of our follow-up conversations post-conference, we believe coordinating efforts in at least the following areas may be appropriate work for this committee to consider:

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<tr>
<th>Mandatory Student Orientation</th>
<th>Early Alert Expansion</th>
<th>Prerequisite Review</th>
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<tr>
<td>Mandatory Advisement</td>
<td>Learning Communities</td>
<td>Instructional Peer Mentoring</td>
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<td>STAR Graduation Tracking</td>
<td>UAP Policy Review</td>
<td>Student Engagement Practices</td>
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<td>Faculty Engagement Practices</td>
<td>Active Learning Strategies</td>
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Also attached is a list of ideas shared at our initial follow-up session which may guide the committee in establishing priorities for its efforts.

Thank you for the opportunity to consider this proposal. We look forward to your response.