Agenda:

1. **Conferences:**

   Aulii Silva: Achieving the Dream conference (beyond year 5)
   Look to institutionalize the effective practices. Equity, spirit, and data were the big messages.
   Bringing in the community and community resources - who do we include? Need to show accountability. Data - where do you get it? How to measure? If you are going to do something, it only counts if you can measure it. How do you measure in cultural terms - student success?
   Quick start program - what does your college do? Attend or present at Hawaii Strategy institute
   Keep equity, spirit and data to focus on student success.

   Pi’ikea Hardy-Kahaleoumi - Native Hawaiian counselor
   Have created a female mentoring program and are working on creating a male mentoring program. Look at benefits for all students not just native Hawaiians.

2. **Subcommittee reports:**

   Graduation/transfer: Ron Umehira is in Japan.
   Course success: Janice Ito working with Cindy Martin
   Dev Ed: Jim Goodman - All department heads gave reports
   DOE still not able to do its job effectively
   Initial success for self-paced math courses in algebra and pre-algebra, ALP English 22 and 100, and English 24 (18, 19, 21, 22).
   Leeward will be providing Dev Ed courses for UHWO
Gatekeeper: Dean Paul Kuehn - Speech 151 removed from list and replaced with Sociology 100, and Math 103 moving to emporium style

3. **Budget:**

Thinking ahead to next year as there is only 1 meeting left.
5 more mini-grants were approved (total of $33K) – spent almost $90K on mini-grants this year
Gear up can support fy college students (1st time)
Funding for FYE coordinator for 3 years
Peer support
Starfish - received funding (Leeward only campus)
Key masters (gate keepers) - funded through us
Teaching and learning excellence - targeting new full time faculty

Budget starting point for next year: $150K

1. Mini-grants
2. Professional development
   a. Send people to conferences/workshops
   b. Bring speakers/presenters to us (Can we attract people to attend these presentations? Marketing issues?)
3. Support for FYE seminars
4. Data on students’ needs - survey/questionnaire
5. Follow-up data - why drop out or withdraw from class?
6. Retention specialists
7. Peer support infrastructure
8. Tech support
9. Data Support - back fill for IR Office (track what you are doing - measure!)
10. Emergency scholarship(s)
11. Institutionalize Best instructional Practices
12. College success course (mandatory for freshmen) - train our faculty to teach seminars and hire lecturers to back fill content classes
Additional information provided by Lexer Chou:

1. Many of the campuses have an application deadline (some of them were initiated by Admin. I know this is a hard one for us but I wanted to just let everyone know that there are campuses out there with a hard deadline)
2. Mandatory FYE courses: Which would be our IS 100 or IS 197F equivalent. A lot of the campuses use the On Course curriculum as well
   a. I went to one project based curriculum workshop and I have handouts from that. I love it… if I were to teach a course I would probably utilize a variation of the curriculum they shared
   b. Bottom line: If we want to keep IS 197F we have to work on it being at least 1 credit. (again my personal belief)
      i. Some campuses made it mandatory for all dev ed students.. if they did not pass the course they had to re-take it
      ii. Some campuses made it mandatory for ALL first time college students. One campus made it a requirement that before the student can register for their 16th credit they needed to take a FYE course.. otherwise there was a hold on their account
3. Mandatory mid-semester advising sessions:
   a. A few of the workshops I attended offered it in group sessions
4. Zero Week: This is something I think is feasible for us to implement
   a. Week before classes started
   b. Zero week offered workshops from Monday – Friday for 8 hours of the day. Workshops included but not limited to: financial aid, compass retesting (if they placed higher then they were able to re-register for a higher level course), student life, study tips, etc.
   c. I have to take a look at my notes but I believe it was mandatory for dev ed placed students and they attend x number of workshops
   d. I was thinking this would be a good substitute for NSO Live for the late applicants

Next meetings: Large Group: 4/23
               Small Groups: 4/9, 5/14 OR 4/10, 5/8 in BE 229A