I. Update on Program/Concentration Level Assessment Reports – Mark

Feb 28 is the deadline for faculty to submit their assessment reports; Mark will do a 2-3 page summary of courses assessed; have received reports from ED, SSCI, Gen Ed (there was low recruitment in composition); no BUSA or HUM yet.

The Writing Program Coordinator position has been filled; Natalie Syzmanski will be joining us in the Fall; this might help going forward with assessment of composition.

II. Update on Co-Curricular and Special Areas Assessment Reports – Linda

All 10 areas sent in drafts, and have received some assessments. Health and Career Services will be putting up plans.

III. HGI/Retention Update – Eun/Margy

Will be merging the HGI and Rentention subcommittees back together, so there will be only one committee in the Fall. Sherry Proper has been asked to handle some other projects so will be stepping off the committees; Stephanie Kamai volunteered to join the committee.

The E Ala Pono (Early Alert Campaign) third campaign through GradesFirst was sent out on Feb 24; they were identifying students who might be having some trouble. The main reasons were:
   1) students were not turning in assignments
   2) poor performance on tests/quizzes
   3) poor attendance

Main recommendation was that the student should meet with an academic advisor; students will be contacted. (See E Ala Pono report attached at end of notes.)

IV. Data Support and Analysis – Sreang

Sreang will be out from March 4-April 10, so any data requests should be sent to Eun. Steve Wong will be filling in part time, and should be joining us around March 12 or 13.
V. Update on Director of Educational Effectiveness and Assessment Search – Sherry

Jacqueline Honda visited as a candidate for the position; overall consensus has been that it appears that she has extensive experience. There should be an offer made soon, and we might hear if the search has been successful in a couple of weeks.

VI. Other

- Accreditation website is now active; see http://www.uhwo.hawaii.edu/about-us/accreditation/accreditation-process/
- AAP syllabi outline is being updated; work is on-going.
- Divisional websites would be good.
- Better to have the information public and online.

Next meeting April 11th @ 1pm in room D104 (please note no meeting in March).
E Ala Pono
Early Alert Campaign #3

2/24/14 - 3/10/14 (last day to withdraw with “W” is 3/14)

Results as of 2/28/14

- Number of Students Reported to date: 74
- Number of 22 pilot faculty responded: 10 out of 22 to date

**Alert Reasons** (some are combination of more than one reason)

<table>
<thead>
<tr>
<th>Reason</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not turning in assignments</td>
<td>37</td>
</tr>
<tr>
<td>Poor performance on Tests/Quizzes</td>
<td>25</td>
</tr>
<tr>
<td>Poor Attendance</td>
<td>10</td>
</tr>
<tr>
<td>Other</td>
<td>3</td>
</tr>
<tr>
<td>Emotional/personal Issues</td>
<td>1</td>
</tr>
<tr>
<td>No Reason Given</td>
<td>7</td>
</tr>
</tbody>
</table>

**Recommendations** (some are combination of more than one recommendation)

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meet with academic advisor</td>
<td>33</td>
</tr>
<tr>
<td>Withdraw from course</td>
<td>28</td>
</tr>
<tr>
<td>Tutoring</td>
<td>12</td>
</tr>
<tr>
<td>Contact Instructor ASAP</td>
<td>5</td>
</tr>
<tr>
<td>Meet with Peer Mentor</td>
<td>2</td>
</tr>
</tbody>
</table>

E Ala Pono Campaign 3: Academic Progress ...

- Response (60%)
- At-Risk (10%)

Date First Sent: 02/24/2014
Evaluations Sent: 1294
Responses from Professors: 778
Students Marked At-Risk: 83