



**Hawaii Graduation Initiative
February 1, 2013
Meeting Notes**

Present – Eun Ahn, Jim Cromwell, Jan Javinar, Amy Nishimura, Sherry Proper

HGI & Student Success Workshop

The group discussed the Student Success Workshop and its heavy emphasis on establishing a retention committee. Improving freshman to sophomore retention is one goal of the Hawai'i Graduation Initiative, so there is some overlap and a bit of confusion between the HGI committee and the notion of a retention committee. Eun pointed out that HGI is specific to Hawai'i, so the workshop presenters did not distinguish between HGI initiatives and retention-specific initiatives. Sherry suggested that both committees could serve valuable roles regarding our retention efforts since their mandates and focus would be much different, as indicated below (subject to further conversation and change):

- **HGI Committee**
 - **Charge:** Improve West O'ahu's Campus Completion Score Card measures regarding degree outcomes, time to degree, and course delivery structure in order to align with the system-wide Hawai'i Graduation Initiatives.
 - **Short-term Goals for 2013-2014:** Create institution-wide pilot initiatives to be implemented for the 2013-2014 academic year to address some initial and immediate concerns (remedial coursework in English and math, block scheduling, freshman to sophomore retention).
 - **Long-term Goals:** Monitor HGI Score Card measures in various categories through regular review of data; identify areas of concern and potential strategies for improvement (forming campus-wide ad-hoc committees as needed); determine annual, measureable goals in different score card categories. Oversee and align institutional retention and performance initiatives with system-wide Hawai'i Graduation Initiatives.

- **Retention Committee** (a separate committee reporting to the HGI committee)
 - **Charge:** Identify the complexity of issues regarding retention of all students (all grade levels, full-time, part-time, distance learners, etc.). Develop strategies and make recommendations to the HGI committee for improving retention of students in various categories.
 - **Short-term Goals for 2013-2014:** Form committee membership with designated representatives from the following areas: Academic Advising and Counseling (2 members), Enrollment (2 members), No'eau Center (1 member), Academic Affairs (2 members), Faculty (1 member); identify and adopt best practices for a retention committee; obtain necessary data to identify specific areas of concern regarding retention; develop an action plan for 2013-2014; identify strategies and make recommendations to HGI committee by the end of the FA 2013 semester.
 - **Long-term Goals:** Monitor retention of students in all categories; make recommendations as appropriate; implement appropriate strategies to meet annual retention goals set by HGI committee.



Sherry agreed to create a diagram for the next meeting of how the two committees could fit within an organization chart to avoid duplication of efforts and to provide efficiency in addressing retention matters.

Updates

- **Pilot Honors Program** – The committee discussed the various goals of the pilot honors program and the need for faculty input before we can proceed. Eun distributed data that the group reviewed pertaining to student attrition categorized by GPA level (GPA < 3.0 and \geq 3.0) of those students who left UHWO from 2008-2011. We will look at a further break-down of the data at our next meeting. This will help us describe to faculty more specifically the reasons for and the goals of a pilot Honors program (the degree to which high-ability students are leaving, how much focus is put on FR-SO retention versus recruitment, etc.).
- **Pilot Stretch Courses in English and Math** – Amy shared her proposed syllabus for a stretch English class and said she has a highly-qualified instructor interested in teaching the course. The group discussed the course-transfer challenge students may have if they transfer out and want to count our ENG 196 course for ENG 100 at another UH campus. Possible solutions involved making this course more permanent, and since we don't want to do that until we see the outcome of the pilot course, we decided not to change anything regarding course numbering yet. Instead, we will provide as much assistance to students as possible should any ENG 196 students encounter a transfer issue. We also discussed the need to hold on publishing the course until new freshmen are registering for it through careful advising this summer. Amy will talk to Terri Ota about the course registration aspects of these two pilot courses.
- **Mapping** – Jan reported that he is working on program mapping for the two initial areas of focus – Business Administration and Humanities – and will have a rough draft ready by the end of February.

Further updates were tabled until the next meeting due to time constraints associated with President M.R.C Greenwood's visit.

Next meeting: February 15th @ 9am