



**Hawaii Graduation Initiative
April 5, 2013
Meeting Notes**

Present – Eun Ahn, Jim Cromwell, Amy Nishimura, Terri Ota, Sherry Proper

Mapping

Eun shared with the HGI team the first mapping draft that Jan has ready for review. Jan will share the humanities curriculum map with the humanities faculty for their feedback. Also, the business curriculum mapping draft is expected to be available soon. Eun will talk to Jan about which concentrations should be next in the queue to be mapped.

The group discussed retention concerns and how we might use the curriculum mapping in conjunction with other efforts to improve student retention. Jim informed the committee that the University has purchased new software called Grades First to assist with advising intervention. Advising staff will go through training soon and we will have a conversation this summer about how to use this software most effectively and when/how training for faculty will occur.

Block Scheduling

Jim summarized the March 20th meeting that was held with division chairs to discuss block scheduling. Faculty were very supportive of the efforts to add as many general education designations as possible for new students, and to spread courses out over the time blocks as much as possible. A follow-up course scheduling meeting will be on April 17th.

Pilot Stretch Courses in English and Math

Amy and Terri informed the HGI team that the pilot embedded remedial courses in English and math are ready to go for fall. Syllabi are prepared, and the English instructor has been hired. Linda is conducting the hiring process now for the math instructor. Each instructor will receive a stipend of \$1,000/course for these pilot courses to help offset the additional time commitment associated with them. There will be 4 sections that have supplemental requirements.

Honors Program

Sherry summarized the research conducted and the discussions the HGI team has had regarding the creation of an honors program at West Oahu. Since the primary focus of HGI is on retention, time to degree, and graduation of students, we investigated the attrition data of UHWO students and concluded that attrition of higher-ability students is not statistically significant at our institution. Students with *lower* GPAs are primarily the ones leaving. Consequently, the group believes that while the creation of a pilot honors program is a very good idea, and may help with the overall reputation of the school, the project would not directly impact retention or graduation rates, so the project has been placed on hold until more staff and resources can be dedicated to it. We are comfortable postponing the honors program initiative, especially since we were able to achieve other initiatives for next year – block scheduling and curriculum mapping – without it.



Retention Committee

Through the work of the HGI team thus far, and as indicated by staff at the student success workshop, it is apparent that UHWO needs an organized and on-going way to investigate and address retention issues. The HGI team is struggling with how best to do this. Some of the HGI scorecard measures directly relate to retention (freshman to sophomore), so it is within the HGI team's charge to focus on certain aspects of retention, and to continue to be the group dedicated to retention issues. Another option is to establish a separate campus committee that is charged with improving retention of all students (not just freshman to sophomore) at West Oahu. A third option is to expand the membership of the HGI team and broaden its charge to include improving retention of all students within the context of the Hawaii Graduation Initiatives.

Conversations regarding a retention committee are ongoing. We hope to have some sort of committee proposal to share with administration before fall, with the committee goals of: 1) identifying areas of concern and potential strategies for improvement; 2) creating reports to monitor the retention of students in various categories; 3) implementing appropriate strategies to meet annual retention goals; and 4) developing a multi-year retention improvement plan. We would like to take advantage of the UH system's offer to have consultants come to UHWO next academic year to guide the retention committee in organizing these efforts.

Advising, Financial Aid, and Scholarships

Jim reported that he has investigated our financial aid scholarship funds. Several of our scholarships are tied to the UH system and have specific awarding criteria that we cannot deviate from. He will ask system administration about the possibility of modifying the awarding criteria to incentivize some of these scholarships. UHWO Chancellors' Scholarships will be added next year, which will have a service requirement attached to them. Jim plans to use some of these scholarships for tour guides and student bloggers. Also, the amount of net tuition revenue that UHWO can spend on financial aid will be increasing over the next few years, so that will provide additional need- and merit-based aid dollars to award to students.

Summary

The HGI team is very pleased with the progress the University has made in the areas of curriculum mapping, block scheduling, pilot stretch courses in English and math so far this year. Collaborative support among the administration, faculty and staff in these efforts has been outstanding, and we look forward to continued progress on these and other initiatives.

Future Meetings

The group decided to continue to meet the first Friday of every month, but to move the meeting to 8:00 a.m., so the next meeting will be Friday, May 3rd, at 8:00 a.m. in room D104.