



**Hawaii Graduation Initiative
July 12, 2013
Meeting Notes**

Present – Eun Ahn, Jim Cromwell, Loke Kenolio, Margy Ledward, Elaine Lee, Terri Ota, Leslie Opulauoho, Sherry Proper

New Members

The HGI Team welcomed new members Margy Ledward, Leslie Opulauoho and Loke Kenolio (Ross Cordy was unable to attend). English and Math faculty representatives will be determined at a later date. In addition, it was decided that an invitation will be extended by Eun to all academic departments, should they wish to designate a representative to join the group.

Academic Mapping

The Team reviewed the philosophy and process for creating academic maps. While no student is required to follow academic maps, the maps provide much-needed predictability for planning purposes on everyone's part. The Business Administration and Humanities maps have been started and should be nearly complete. Leslie offered to check on the status of these two initial mapping projects before the next meeting.

The group discussed a tentative time line for completion of all academic maps and agreed on the following tentative fall semester schedule:

- End of September – Rough drafts of all academic maps should be done and sent to faculty for their input
- End of October – Faculty response to Student Affairs should be complete
- End of November – Final drafts should be ready for review
- Mid-December – Project completion

Block Scheduling

The group spent a lot of time discussing the status of our pilot block scheduling efforts. Even though we have been experiencing problems with the block scheduling project, registration is going much better than last year. Jim and others have some ideas for improving the block scheduling process next year that we will discuss at a future meeting.

We acknowledged the need for more faculty input, and that we need faculty input early in the academic year (October-December) in order to have faculty schedules more accurately represent block scheduling requirements when faculty submit fall semester courses early in January. Although our overall campus internal communication efforts have not been highly effective in the past, the HGI Team will attempt to be more of an "information center" and communicator regarding HGI Initiatives this coming year. We will also request that committee members and "chain of command" communication streams convey necessary HGI initiatives, and more specifically, convey information regarding block scheduling initiatives, to their campus constituents. Every effort will be made in the



coming year to provide early updated enrollment projections, as well as opportunity for faculty feedback on block scheduling needs, in order to improve our block scheduling initiative.

Pilot Stretch Courses in English and Math

Margy explained that some students were initially hesitant to register for ENG 106 and MATH 196; however, as advisers became more comfortable with these new course details and could explain the advantages more accurately, more students were registering for them. Leslie said those courses are likely to reach maximum enrollment as the remainder of the new freshmen register. It was suggested it might have been better if we had opted for a different course numbering approach, using a section each of ENG 100 and MATH 100 (or 103?) with 2 additional credits, respectively, for ENG 196 and MATH 196. The group will discuss this more at a later meeting, and after we know the outcome of registration.

Retention Sub-Committee

Eun requested that the HGI Team form a Retention Subcommittee. After some discussion about the ideal size of and representation on the subcommittee, Margy, Loke, Jim and Sherry agreed to serve on this subcommittee. As IR Director, Elaine will also be an ad hoc member and will attend meetings as her schedule permits. Margy will schedule the first subcommittee meeting based on the subcommittee members' availability.

Decision-Making Based on Data

As emphasized by WASC, historically UHWO has not done a very good job at collecting meaningful data and making institutional decisions based on benchmarks and measurable information. While there is some value in anecdotal stories, effective decision-making requires more methodical approaches that are data-driven. For example, regarding retention efforts, we discussed how we need empirical data in order to know for sure *why* students are leaving UHWO in order to make good decisions about what to do to improve retention. The HGI team and retention subcommittee will focus intensely on effective use of data as they tackle their work this year.

Next Meeting

Friday, August 9th, at 8:00 a.m. in room D235.