Title: CAC Accreditation and Assessment Work Group Meeting
Date: Tuesday, April 7, 2015
Time: 2:00 – 3:00 p.m.
Place: Lama 111A
Members: Kevin Andreshak, Kelli Brandvold, Ana Bravo, Laure Burke, Katrina Ghazanfar, Kelli Goya, Lisa Kanae, Susan Kazama, Salvatore Lanzilotti, Teri Mitchell, Robert Moeng, Nawa’a Napoleon, Louise Pagotto, Sunny Pai, Lori Sakaguchi, Charles Sasaki, LaVache Scanlan, Anthony Silva, Ron Takahashi, Joanne Whitaker, Amy Patz Yamashiro and Dawn Zoni

Members Absent: Katrina Ghazanfar, Kelli Goya, Salvatore Lanzilotti, Teri Mitchell, LaVache Scanlan,

Guest: MacKenzie Manning

Agenda

Call to Order: Lisa Kanae, Chair

I. Updates:

2:00 p.m. AMS Coordinator Position Update: Louise Pagotto

2:10 p.m. Student Learning Outcomes (SLOs) and Service Area Outcomes (SAOs) Update: Tony Silva, Laure Burke, Ana Bravo, LaVache Scanlan, and Dawn Zoni

2:20 p.m. Taskstream Update: Amy Patz Yamashiro, Laure Burke, Tony Silva, Bob Moeng, Ana Bravo and Dawn Zoni

2:30 p.m. ACCJC New Standards Symposium Report and Discussion: Joanne Whitaker and Susan Kazama

Important Dates:
May 18: CLR (Course Learning Reports) deadline
July 14: ACCJC Regional Workshop at KCC, featuring a presentation by KCC faculty
Oct. 15: ACCJC Midterm Report due

Next Meetings:
Tuesday, June 2, 2015
2:00 – 3:00 p.m.
Lama 111A
Minutes

Call to Order: Lisa Kanae, Chair

Approval of the Minutes: Lisa Kanae

Updates.

2:00 p.m. AMS Coordinator Position Update: Louise Pagotto
Due to unavoidable delays in the recruitment process Bob Moeng will step down as chair of the screening committee and Sunny Pai will be stepping in. The ad closes May 11 and HR will wait until May 18 for all applications to come in.

2:10 p.m. Student Learning Outcomes (SLOs) and Service Area Outcomes (SAOs) Update: Laure Burke, Tony Silva, Dawn Zoni, Ana Bravo
Laure and Tony will be supporting faculty the week of May 11 and scheduling sessions throughout the week. The Ad Hoc SLO committee was converted to a standing committee per Faculty Senate yesterday. The SLO committee worked on updating the course level assessment plan and submitted it to the Faculty Senate, but it was a little too late for them to review. Faculty Senate will examine the plan in more detail next semester. The plan is a “bridge document” to guide course learning assessment procedures from those established in 2012 to those that will incorporate the implementation of Taskstream.

KISC, Lavache and Dawn have been working on assessment for KISC. Admissions will stay with SAOs. They will submit a report in September. Financial aid will stay with a financial aid SLO. Graduation & Transcripts will look at efficiency data and will align with all counseling groups that are working with a STAR planner. Dawn and Ana are working on a Taskstream demo for counselors. They will host their first training on May 18 and a follow-up during duty week. The first assessment “share-out” (or Assessment Café) will be on Friday 9-11, May 8 in Iliahi 123ABC.) They will focus on experiences of assessment and not data. Ana and Dawn will share the results with the workgroup at the next June meeting.

Kelli Brandvold reported that there were over 150 responses for the Human Resources survey.

Kevin Andreshak reported that CELTT has been working on SAOs and Karl is working on it. Kevin will talk to him about it.

2:20 p.m. Taskstream Update: Amy Patz Yamashiro
A campus-wide demo will be hosted by the workgroup May 6 at 2:30pm in Ohia 118.

Instructional Taskstream pilots: The pilots are now working in the system and generally the feedback is positive. The faculty are seeing the connections between the current processes and the new system. Some trainings and open sessions were held. The
assessment coaches allowed the pilots to do more open sessions during scheduled SLO coaching sessions.

Non-academic or Support Services Taskstream pilots: The team members have successfully included the counselors’ coordinated matrix and tested the reporting function. Ana put in data for 4 of the counseling units, so real data is in the system. Ana, Steph, and Dawn will show this at the demo tomorrow. They may need to work with the deans and dept. chairs to familiarize them with the available reports. The team is discussing how much access the department chairs might want.

OFIE seemed very interested in Taskstream’s potential. The pilots are showing that using Taskstream helps people think about how they can make assessment more efficient.

There was a brief planning session on the May 6 demo, the theme being “Ice cream for Taskstream.”

**2:30 p.m. ACCJC New Standards Symposium Report and Discussion: Joanne Whitaker, Susan Kazama**

Susan, Chancellor and Joanne went to the April 23-24 ACCJC meeting in San Diego. ACCJC is working on switching its image from a compliance focus to a more gentle face. Takeaways regarding ACCJC’s new standards:

- **Distance Ed:** We need to look at how we evaluate SLOs for our DE courses. Our services for DE students should be of the same quality as those we provide the rest of our students. The same goes for Continuing Ed. The new standards emphasize that we should provide equitable education, so that everyone receiving instruction throughout our college gets the same quality education.
- **We have to be careful about our mission statement. Do not overreach, because we will be evaluated by those parameters. Just as we determine our “institution-set standards”, we will be evaluated against our own commitments.**
- **ACCJC’s focus is shifting away from compliance with SLO assessment and moving toward student achievement, e.g. course completion, persistence, and job placement. Our 2016-2021 UHCC strategic plan aligns well.**
- **New focus on innovation of programs.**
- **The standards have a new section on institutional integrity. Not a new concept, but highlighted in the way it is presented in the standards.**
- **Evidence is still very important. The disaggregation of data critical. ACCJC is looking at the work of part-time instructors and lecturers because so many more courses are being taught by part-timers and lecturers.**
- **Focus on financial stability. A 30-year horizon of financial stability is the goal.**
- **Focus on the quality of the CEO of College.”**
Kapiolani CC has been addressing these questions already. A job placement coordinator is being hired to help students find jobs related to their fields of study. All the CTE programs have internship programs which prepare students to get jobs. CTE programs are gathering data after the students leave. Perkins data show what % of students are employed after graduation. The UHCC System is looking for systems that will help track job availability and track hiring. A few grants were submitted for Perkins funding to track job placement but we don’t know if they have been funded. Some programs have Facebook pages to stay in touch with alumni. Some schools are using LinkedIn to track alumni. The LinkedIn site distributes job opportunities but also collects information on alumni.

Culinary is investigating solutions to this challenge. There are trying to provide headhunter services for companies seeking alumni who have completed coursework beyond community college and who have built up a portfolio of experience. The software system Culinary is investigating is $1200/ year, and it could be useful to the rest of the College.

Hawaii Pacific University conducts a survey of students at the graduation ceremony, asking them what their immediate plans are. As they are assembling for the ceremony, they are given a very brief paper survey: “do you have a next step?”, “do you have a job in your field?”, “are you continuing in your education?”, and “can we contact you in the future?”

The symposium had 280 participants. ACCJC will do it annually. We could use more representation from Hawaii & Pacific. One problem accrediting commissions are wrestling with is, if you have a multidistrict college system and the problem is at the higher level of administration, how do you sanction for this? ACCJC has committed to improving site visit team training, as team reports are not all of standard good quality. The new standards will be implemented in 2016. There are two pilots for the new standards. American Samoa has undergone a comprehensive review with the new standards and Napa Valley College will be next. A reaffirmation will last for 7 years instead of 6, and midterms are due at 4-years. Annual reports will continue.

The College needs to prepare for the next full comprehensive starting Fall 2016. There will be an ACCJC Regional Workshop July 14 here in Hawaii. Nawaa, Tony, and Laure will be presenting.

**Future meeting plans:**
During the summer meetings will be called as needed. Next firm commitment is September.

Meeting was adjourned at 3:20pm.

Submitted by: Sunny Pai.