Queen Kapiʻolani Student Success Campus Council Meeting  
Tuesday, Sept 2, 2014  
12:30-2:30  
Kopiko 209 A&B


### Welcome and Introductions

<table>
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<th>Discussion</th>
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<td>Chair Veronica Ogata welcomed and thanked council members. Members introduced themselves – name and what part of the campus they are representing.</td>
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### Decision/Follow-Up

| N/A |

### Alignment with UH Strategic Directions

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<td>Chancellor Leon Richards articulated the focus and strategic directions of the 10 campus UH System Strategic Directions and the UHCC Strategic Directions. Elements/Issues mentioned and questions posed include:</td>
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Four strategic directions of the UHCC 2015-2021; each strategic direction includes action strategies and productivity and efficiency matrices.  
- Hawai‘i Graduation Initiative (HGI)  
- Hawai‘i Innovations Initiative (HI2).  
- 21st Century Facilities (21CF)  
- High Performance System of Higher Education

Key for Student Success Campus Council to focus on:  
- Hawai‘i Graduation Initiative  
- Action item #2 - Increase student success

Graduation, enrollment, number of Native Hawaiian, STEM, underserved regions of the state - i.e. Leeward, Central O‘ahu, etc. - look at university as a whole.

UHCC – look at student participation, including Native Hawaiian, Pacific Island, Filipino, GED, home schooled populations, high school population, 25-49 year old demographic.

Adult population - working adults are less represented in degree attainment - smallest rate of degree attainment
among this group. GED and homeschooled populations are also less represented in degree attainment. Filipino, Pacific Island students – there is a gap in their representation based on last census data and enrollment in the UHCC and UH systems. Are we closing the gap in education? Pell participation also targeted.

High Performance System - focus on 10 UH campuses working as a system
Example: If new programs are created, where should they be offered to avoid duplication? Chancellors have been asked to meet on this.

Student Success Campus Council should be focused on the measurements that we, as a campus and system, are being asked to achieve- How many STEM, GED, Native Hawaiian, Pacific Island, and Filipino graduates do we have? How many students transfer in the Native Hawaiian, Filipino, Pacific Island student groups?

Question of can the campus look inside - “in-reach” - to look at:
What the barriers are to graduation, transfer, and completion.
Course offerings, online offerings, etc.
Course formatting - look at the 16 week model - Should different models be used in different programs for different needs? Is 16 weeks too long for students and faculty? Should courses/programs be offered in time blocks so that students can focus their energy and time?

Look at sustainability sciences:
Classes on water, food, decision sciences, cyber-security, etc.
How does this all affect the success council?
What do we need to do to remove barriers to student success?

How do we do this with the goals set forth with graduation, transfer, and completion?
Example - look at advising, support services. Advising should be beyond course advising and advise for program completion.

Strengthen the pipeline from K-12 and working with the high schools. KCC is already offering Hawaiian Studies, English, and science classes at select high schools. Can we assign faculty to teach in the high schools?
Is there duplication between what DOE offers and what KCC offers?
How do we use technology with the K-12 pipeline?

How do we look inward and outward to make student success our top priority?
How can we enhance/improve/change what we are currently doing to meet the needs of our students?
Outcome should be focused on whether or not we are closing the gap.

Title IX, efforts to make this a discrimination-free campus, smoke-free campus, etc. - What do we need to do to make this a healthy campus? Is it our responsibility to teach students how to be healthy, lead a healthy lifestyle?

Question was posed to the Chancellor – Is there funding available for the student success initiatives? Chancellor’s response - Don't expect G funds to be given by state, don't expect tuition increases to fund initiatives. The council should set priorities, define the needs, “go after” extra mural funds, i.e. Title III, first world grants. The Strategic Plan should help to identify needs.

Chancellor commented/posed example questions, in regard to the proposed Programs and Initiatives subcommittee:
Are there ways to get students to best complete foundation in first year?
Are there ways to enroll students into courses that have 70 percent pass rate?
Are courses offered when students need to take them?

Chancellor commented/posed example questions, in regard to the proposed Communications/Website subcommittee:
Does our current website promote student success?

Question was posed to the Chancellor - Is the council an advisory one? Chancellor’s response - Preference is that group comes together, decides what would promote student success, sits with whoever is involved - web master, VC, etc. - and say we have some ideas. Council works *with* the college.

Chancellor commented/posed example question in regard to the proposed Communication subcommittee - Is there too much communication? Duplication?

**Decision/Follow-Up**

The council will work on integrating the strategic directions of the UH and UHCC systems in its focus and efforts.

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### Elections

**Discussion**

The Elections Committee comprised of Cory Ando, Merrissa Brechtel, and Shannon Sakamoto shared (along with Veronica Ogata) the process of elections that would take place. They read nominees’ names for each position and provided the opportunity for nominees to remove their name from the ballot if they so wished.

**Decision/Follow-Up**

As a result of the election process, members listed will now serve in the following council positions:
- Vice Chair: Michaelyn Nakoa
- Secretary: Kristie Malterre
- Members-at-Large: Porscha Dela Fuente, Teri Mitchell

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### Updates on Student Success Council (SSC) Efforts: Fall 2013 – Summer 2014

**Discussion**

Veronica Ogata summarized the efforts and focus of the Student Success Council (SSC) and its resultant report, which included faculty, staff, and student feedback, during Fall 2013 to Spring 2014. She also described the subsequent formation of the Queen Kapi‘olani Student Success Campus Council, which bridged the SSC efforts and report with the Dream Builders report and other campus student success initiatives.

Veronica then shared an overview of the purpose and efforts of a smaller summer group/council, which met this past summer 2014 to specifically look at two main areas: 1) Increasing collaborative spaces for students – specifically furniture in unused spaces on campus and 2) Increasing navigation easeability for students. She shared that both efforts are in the ordering process, with the hope to have materials arrive for installation by the end of this Title III grant (end of September, 2014).
Teri Mitchell shared about the furniture that was ordered – “furniture with technology features.” Will be placed at five different buildings that were not recently renovated and that would enhance collaborative work spaces – Kalia, Oloā, ʻOhiʻa, Kopiko, ʻIliahi. Students can plug their devices in to charge and get work done. Features: sofas, armless chairs, benches, tall pedestal tables, high stools; durable; brown with turquoise in color; furniture company used was Bretford – middle range; ordered through Servco. LaVache Scanlan reported that mobile charging stations were investigated and decided upon; ordering has not occurred yet. This subcommittee is working with the building staff and Gordon Mau of Auxiliary to ensure a smooth installation.

Michaelyn Nakoa of the signage committee reported that three different vendors were used from which the following were ordered – wayfinding signs, street signs for paths/walkways, sandwich boards (to hold general signage with the option for programs to print their own signage and use for different events), and vertical banners to hang from posts. The plan is to also work on directories (inserts with plexiglass outside of buildings) and map stands.

Grant Itomitsu mentioned that there is a group that is working on integrating the campus Google Map features with a KCC app, which is in development.

### Decision/Follow-Up

N/A

### Development of Subcommittees

#### Discussion:

Initial/Possible subcommittees proposed for discussion with the council included the following:

- Alignment with UH Strategic Outcomes
- Communications/Website
- Programs & Initiatives
- Enrollment, Retention, Graduation, Transfer
- Training & Events

Discussion ensued regarding: whether or not there is overlap with the subcommittees; the possibility of some subcommittees merging because focus is related; the need for a “framework” that will help to guide the focus of subcommittee formation; the inter-relatedness of all of the subcommittees; the need for additional areas for subcommittees; etc.

After some discussion, possible subcommittees to consider then included the following:

- Communications/Website
- Programs & Initiatives
- Innovative Ideas
- Professional Development
- Facilities
After more discussion, especially regarding a possible “framework” to help guide the formation of subcommittees, with a focus that would naturally include some of the previous subcommittee topic areas, the possible subcommittees to consider then evolved include the following:

- HGI
- HI2
- 21CF
- High Performance System - Higher Ed
- AtD
- Communications/Web

It was mentioned that the council should work to integrate the findings and recommendations contained within the SSC and the Dream Builders reports, as they articulated best practices and the feedback and experiences/best practices of our campus community (including faculty, staff, and students).

**Decision/Follow-Up**

Veronica Ogata suggested that the council take some time to further reflect on the focus and types of subcommittees that should be formed. She will email the council the SSC final report and the Dream Builders report, so that the council can use in helping to inform the creation of the subcommittees’ focus and to help ensure integration. Veronica also asked that council members begin to think about where/how they see themselves contributing to both the council and the subcommittee efforts to enhance student success.

**Next Meeting**

Tuesday, September 16, 2014, 12:30 pm, Kopiko 209 A&B