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

### Meeting Attendance

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<tr>
<td>Cory Ando</td>
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<td>Teri Mitchell, <em>member at large</em></td>
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<td>Esben Borsting</td>
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<td>Michaelyn Nāko, <em>vice chair</em></td>
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<td>Merrissa Brechtel</td>
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<td>Veronica Ogata, <em>chair</em></td>
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<td>Harry Davis</td>
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<td>Patricia O’Hagan</td>
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<td>Porscha Dela Fuente, <em>member at large</em></td>
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<td>Michael Paulding</td>
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<td>Cynthia Chin-Delong</td>
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<td>Shannon Sakamoto</td>
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<td>Alfie Gonzales</td>
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<td>LaVache Scanlan</td>
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<td>Krista Hiser</td>
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<td>Joyce Tokuda</td>
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<td>Grant Itomitsu</td>
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<td>Chi Kuen Wong</td>
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<td>Melvin Jadulang</td>
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<td>Jeffrey Yamashiro</td>
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<td>Susan Kazama</td>
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<td>Rona Kekauoha</td>
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<td>Shanisse Imamoto, SSCC <em>student assistant</em></td>
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<td>Jung Kim</td>
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<td>Kristie Malterre, <em>secretary</em></td>
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### Guests

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<tr>
<td>Nāwa’a Napoleon</td>
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<td>Todd Rentz</td>
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### Welcome and Introductions

**Discussion**

Chair Veronica Ogata welcomed the council and also welcomed Shanisse Imamoto. Shanisse is a student assistant from CELTT who was recently hired and who will be supporting the SSCC as part of her role (also helping to support Faculty Senate, Kalāualani). Shanisse is currently helping to develop a website for SSCC and will be doing that with Kalāualani as well (Faculty Senate currently has a website). Veronica asked the council to bring ideas for a website as we move along.

### Revisit/Renew/Revise Mission and Vision

**Discussion**

Veronica opened the discussion of revisiting the vision and mission, as was previously established by Spring 2014 Student Success Council (SSC).

**Vision**

The Student Success Campus is a learning environment that synergistically fosters community.
Mission

To create a learning environment where college students determine their own success, thrive, and triumph.

Krista Hiser led the council through an envisioning exercise:
- Envision 5 years from now transformation at KCC of student success initiative. What is it about the project that made the initiative so successful? What would you say? (Write for two minutes). If only have one word, what would that word be?
- Vision Statement: a long term, big picture thing that never really changes. i.e. Bristol Meyers Scribb – “We exist to find a cure for Alzheimer’s.”
- Mission Statement – drives the function of the project/initiative.
- E.g. the success initiative moved from investigating student success, to ideas for a success center, to ideas for a success campus….does the current vision and mission still fit?

Veronica re-clarified the current task to look at the current vision and mission and to discuss what members reflected on: does it still “fit?”

Discussion, comments, and questions amongst council members ensued as follows:
- Interested in looking at ne’epapa – how does this fit?
- Nawa’a clarified definitions –
  - Ne’epapa - to move together as one; everything is one, even though there are many making it up. Found in chants when talking about nature – specifically how the sun’s light spreads, moves across the water, touches the world, and keeps going. How one thing can affect everything else. Talked about ants at convocation – colony of ants form a “picture” – can’t tell what they are, but as we move closer, can see that there are thousands of ants forming a big picture.
  - Ke kauhale ke kuleana – given at the time that the council/effort was talking about four different visions/models of how student success could look for the campus.
  - Ke kuleana – responsibility to self and students – creates the village or kauhale.
- We should add “Queen Kapi’olani Student Success Campus Council.”
- Ne’epapa connected to the vision (synergistic)
  - Can we say “Vision: Ne’epapa…”
- Ke Kauhale should be a guiding principle.
- Should ne’epapa be a guiding principle? i.e. “Guiding Principle: Ke Kauhale….”
- Is this vision, mission, etc. for the council, the campus, or for students?
- What is our goal, what are we trying to accomplish so we could set the steps to achieve that goal?
- Task-oriented - (I want to know) what are we doing? Once we start working, these areas can be defined. Want to work on areas of substance.

Krista suggested that council members think about the vision and mission this coming week.
- Everyone should be able to articulate the vision and mission to at least three people. Try to explain them – see if it summarizes the initiative to you.
- Do you find yourself adding things in? If so, need to look at that.

Krista was asked to shift the focusing exercise from a “concept” to a “council.”
- To do this, she posed the questions:
  - Imagine that you’re explaining to a co-worker/colleague what the council is for. What are you tasked with? What is your role? What are you doing for it?

Discussion, comments, and questions amongst council members ensued as follows:
• Confused by the initial prompt (in the first visioning exercise)
  o Sounds like if we can only do something if we have (grant) money, and if we have the (grant) money what did we do with it?
  o We should be looking at how we can sustain student success focus.
  o If we want to be sustainable, we should look at what we’ve been doing prior to getting money for student success, how can we build on it/improve on it? That way, we don’t need to worry about where we’re getting money from.
• Analogy of maintenance of a car
• Cooperation
  o If we all worked in an organized manner, we’d be good at what we do.
  o If we can get organized and a synergy going, we’ll be fine.
  o In order to get cooperation, you need to sell the idea of cooperation. We need to live by example.
• Is this group to coordinate Title III? Coordinate existing efforts? What is the task of the council? This all started with the Foundations Task Force – supposed to analyze and make a recommendation on a specific policy, then to SSC, which had the task to create a report. What is the current task of the council?
• The product is the campus (in the existing vision, mission) of what the campus should look like. We need to define the focus of the council. We may have different points of view.
• Veronica shared that in conversation with the Chancellor, it was said that we need to develop a vision and mission of the council. If we decide what we’re here for, then we can work toward alignment. We want to be firm in what we do so that the Chancellor can be firm in what he decides. What is our task? What are we here for?
• Propose something like:
  o Vision: The SSCC coordinates campuswide synergy to foster student success at the Queen Kapi‘olani student success campus.
  o Mission: The SSCC will identify barriers to student success and recommend processes, procedures, and partnerships to develop effective strategies to support student success.
  o The council will develop, coordinate, and support effective strategies to support student success.
• Take core values of the original vision and mission as values of the council.
• For the campus vision/mission, we can use the current guiding principles.
• Keep the current vision what it is.
• What is our purpose as a council? Current vision is not our purpose as a council. Yes, we can have a separate mission for the council and the campus, but they should share one vision.

**Decision/Follow-Up**

A mission was proposed:
• The council will identify effective strategies to support student success.
• Council members present voted in favor of this proposed mission

Questions and comment ensued
• A mission should have actionable goals. This is what we do every day. These are our job duties, etc. Is there a clear and succinct definition of student success? We need a clear idea.
• What exactly is student success?
• Common denominator is the student. Have we asked students what they think success is to them?
• Maybe our council needs a purpose statement.
Veronica summarized:

- As we move forward, we should keep in mind the multiple voices of students regarding what defines their success.
- Tasked Merrissa with taking what we talked about today to help to move the discussion along on refining the vision and mission; this should be crafted by the next meeting.
- Think about what we really want this for the campus. We will talk more about this at the next and future meetings.

### Election Committee: SSCC Organizational Structure

#### Discussion

Michaelyn opened the discussion. The SSCC would like confirmation of where we would want to fit organizationally.

**Choice A:**

- **Chancellor**
- **SSCC**
- **VCs** (VCAA, VCAS, VCSA)

**Pros:**
- Less layers
- Chancellor decision maker
- If end goal is to be an Authorized Governance Organization (AGO) in years to come, AGOs are directly under the Chancellor.

**Cons:**
- There is a chance that other voices (i.e. of department chairs, other campus constituents) might not be heard.

**Choice B:**

- **Chancellor**
- **VCs** (VCAA, VCAS, VCSA)
- **SSCC**

**Pros:**
- Make sure all voices are heard
Cons:
- More layers
- More time in making decisions
- Cannot become an AGO

**Decision/Follow-Up**

- A vote by written ballot took place.
- Council members voted unanimously for Choice A.

**Committee Chairs’ Reports**

**Discussion**

**College Readiness:**
- Krista shared that committee meets on Tuesdays on alternate SSCC meeting dates.
- Will meet next week Tuesday.

**Time to Degree:**
- Merrissa shared that committee met, had good discussion, are feeling out what the committee will be doing, will be developing its own strategies and goals.
- Identified 4 goals thus far and are creating strategies and recommendations around those goals. The goals encompass everything we do at KCC.
  1. Advising and information
  2. Defining the role of the counselors – pertaining to counselors’ role in defining the pathways, counselors’ integral role in communicating pathways to students, creating a road map for students, etc.
  3. Academics and curriculum
  4. Retention strategies already taking place - how can dovetail into and support and enhance?
- Interested in using data to support what we do – get a starting point and move from there.

**21st Century:**
- Joyce shared that the committee brainstormed online and four members met last week.
- Focusing on/Considering the following:
  1. Basic communication (i.e. information that should be available online for faculty, staff, students) on campus website, how to make more navigable.
    - How do we coordinate information that we push out to students? Examples include subscribing, apps, email (focusing more on the website).
    - The committee hasn’t yet worked out how this would happen and are considering a usability study. For example, asking reference desk and call center for their experiences and needs in using the website and assisting students.
  2. Tech Day for students
    - Bring in industry people to talk about how they got there, inspire students, etc.
    - Departments can showcase what they do – i.e. NMA, apps development, etc.
    - Other things related to technology on campus – one day, series, etc.?
    - STEM does something similar with the STEM expo – can we replicate with other departments?
    - Would be targeted to students, but faculty and staff would also be invited.
  3. Professional development – “Tech It Out Day” (like LCC)
    - During duty week
Full day with 6 concurrent sessions, 5-6 different slots, can learn about free software – Adobe Voice, smart boards, etc.

**Decision/Follow-Up**

N/A

**Update by Executive Team**

**Discussion:**

Veronica opened the discussion:
- What is our role?
- If we were looking at 10 things our campus needs to embrace for student success, what would that be and how would be push it out campuswide?

Porscha shared:
- Kresge Foundation “10 Ways Everyone Can Help Support Student Success” (handout)
- Valencia “Faculty Development – A Comprehensive Program for Valencia’s Learning Leaders” (handout)
  - Professional Development - How do we make sure everyone is on board with whatever mission is decided on? At the Achieving the Dream conference, attended an open house and learned about Life Map.
  - What are the things that we’re responsible for as an institution?
- Valencia’s LifeMap Certificate – Essential Skills
  - Employees go through this program to “earn their job,” communicates what’s important to the campus, and what faculty are responsible for. Serves as a unified “call to action.”
  - LifeMap Certificate program.
- Veronica: Think about these concepts and we will talk about it at future meeting.

Veronica shared on the top of council representation:
- Recommended to the Chancellor that we need campuswide representation (i.e. from CELTT, more from Staff Council, APT, Auxiliary, etc.) to move forward.
- Chancellor says that he will get an answer to the council by the end of the week.

Teri shared on the topic of an “incentive plan for faculty”
- Trying to look for ways to get down deep into the culture of the campus and make this real.
- This can be visual, can be processes - if what we do can be embedded into the fabric of what we do everyday in our everyday work.
- Comment from council member: conversation is had from time to time in completion group – we need to start with “surface”/superficial actions to make it “look like” we’re moving in the same direction – are we sending the same message? When we address the “surface,” it will then be embedded and part of our fabric, culture.

**Decision/Follow-Up**

N/A
## Announcements and Other Business

**Discussion:**

None.

## Next Meeting

Tuesday, October 14th, 12:30-2:30 p.m. - Kopiko 209 A & B