Queen Kapiʻolani Student Success Campus Council Meeting
Tuesday, October 14, 2014
12:30-2:30 p.m.
Kopiko 209 A&B

Meeting Attendance

<table>
<thead>
<tr>
<th>Name</th>
<th>Present</th>
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<tbody>
<tr>
<td>Cory Ando</td>
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<tr>
<td>William Arevinas, Student Congress</td>
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<tr>
<td>Merrissa Brechtel</td>
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<tr>
<td>Harry Davis</td>
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<td>Porscha Dela Fuente, member at large</td>
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<td>Cynthia Chin-Delong</td>
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<td>Alfie Gonzales</td>
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<td>Kelli Goya</td>
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<td>Krista Hiser</td>
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<td>Grant Itomitsu</td>
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<td>Melvin Jadulang</td>
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<td>Susan Kazama</td>
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<td>Rona Kekauoha</td>
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<td>Jung Kim</td>
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<td>Kristie Malterre, member at large</td>
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<td>Keolani Noa</td>
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<td>Michaelyn Nakoa, vice chair</td>
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<td>Veronica Ogata, chair</td>
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<td>Patricia O‘Hagan</td>
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<td>Michael Paulding</td>
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<td>Shannon Sakamoto</td>
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<td>LaVache Scanlan</td>
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<td>Joyce Tokuda</td>
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<td>Chi Kuen Wong</td>
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<td>Jeffrey Yamashiro</td>
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<td>Shanisse Imamoto, student asst</td>
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Guests

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<td>Näwa‘a Napoleon</td>
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<td>Todd Rentz</td>
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Welcome New Members

Discussion

Chair Veronica Ogata welcomed Kelli Goya (Pathways Coordinator and Interim Title III Director) and William Arevinas (Student Congress President) as members of the SCC.

Finalization of SSCC Vision and Mission

Discussion

Merrissa Brechtel
- Shared the draft (vetted with the Time to Degree workgroup) of the Student Success Council Mission, Purpose, Working Definition of Student Success, and Timeline (handout).
- Should include deliverables; deliverables are measureable.
- Council broke into small groups for discussion. Groups then reported back (via a spokesperson from each group) on the discussions that occurred in their group.

Melvin Jadulang reported, with others commenting:
- Mission: Put action toward it.
- “To develop and present evidence-based recommendations to the administration in order to implement the Queen Kapi‘olani Student Success Campus.”
- Working definition: “KCC students” instead of “KCC graduates.”
Rona Kekauoha reported, with other commenting:
• Mission: Instead of “present” (too soft), would prefer action – i.e. “facilitate?” “Implement” might work.
• Hard time with “to administration” – why would this be in a mission statement? This is not needed and we should consider removing - keep focus on the student.

Joyce Tokuda reported, with others commenting:
• Focused on why we have certain problems with students themselves – are students lacking in motivation, etc.? (“Sorry we went a bit off topic…”)

Shannon Sakamoto reported, with others commenting:
• Purpose: First bullet - Some things may be beyond – can narrow scope to academic area? i.e. identify factors that may be external that may impede student success. Can we make the academic side stronger, more supportive to the student to enhance their success?
• For example, with students who need to work a lot of hours for financial reasons, we can’t give them a wage increase or a job (which could impede on their success), but we can try to narrow down focus/scope so that we can figure out what the deliverables might actually be.
• Do we really want to limit?
• Are we saying that we want to focus on what the campus has control of/pervue of?
• We should see it in our council’s role to examine the needs and see what we can contribute to/address as a campus.
• It would help to be able to acknowledge areas that may be outside of the scope of the campus, but our role should be to inform administration of student needs as well.

Michael Paulding reported, with others commenting:
• A lot of things packed into one space that are not clearly defined.
• Mission needs to be stronger and loftier – need to incorporate her (the Queen’s) vision into our mission.
• A mission can be lofty – even if we may not have the power to implement - we should keep it lofty.
• Make student success really broad so students can define for themselves.
• We should identify the factors of student success that we want to measure, but also leave it open for students to define for themselves.
• We don’t need to waste time getting data to do anything – don’t want to get too tied up with data collection in order to start moving.

Merrissa Brechtel reported, with others commenting:
• Had discussion on our structure.
• Vision is why we’re here – involve Queen Kapi‘olani, etc.
• Organizational question – how will the SSCC work? Do we go out “this way” (laterally) to the campus or “this way” (vertically)? How are we doing things? If/When we get this determined, this focus can be folded in to the purpose, etc.

Veronica
• We are a recommending and implementing body.
• Chancellor wants to see our action plans developed/completed, wants to see the data behind it/data attached to it/data being collected. Wants recommendations on how this can be a better campus.
• SSCC’s recommendations to the Chancellor will go up (vertically) and implementation with the campus will go outward (laterally).
• Action plans should be tight – focus on what we can do this year.
• In SSCC executive team, will be focusing on building guildelines that we can later revisit as well as action plans.
• Of the UH system 15 performance items, SSCC chose three to focus on.
• May have 7-10 more individuals from the campus joining the SSCC to have improved representation from the campus. Performance indicators will be looked at.
• What is the Queen Kapiolani’s Student Success Campus?
• The Chancellor named this campus council.
• We should define the components of the document (Mission, Purpose, Working Definition of Student Success, Timeline, etc.) so that we are firm in knowing this as a group.
• We’re getting mixed up in this process of defining the Mission, Purpose, Definition of Success, etc.
• In respect of the council, we kept the existing vision.
• We should add the Queen Kapi‘olani Student Success Campus Vision to the document to add clarity to the proposed Mission.

Patricia O’Hagen reported, with others commenting:
• Purpose: Determining factors presume a lot of meta-analysis of determining factors via literature review and analysis, etc. – may want to say “factors related to student success” instead.
• Develop plans – “plans of action”
• Pedagogy, programs, services – we should look at each of the concepts and determine how high and how detailed want to go.
• “Three Ps” – policy, procedures, and partnerships (programs)? Do we want to determine and include?
• OFIE produced best practices – start with that and figure out what hasn’t been added, use as a starting point, etc.
• Data is out there – ARPD, etc. – what data is already data out there to use and are they aligned with policy, procedures, partnerships, etc?
• Timeline – define short and long term goals. Based on strategic plan? How define that?
• Working Definition - Everyone is doing that – are we expecting an inventory of what is being done now or is that just a statement?
• Should consider making “develop and present” a recommendation under Purpose.
• Mission: “Develop and present…..”
• Purpose: Delete first part, start with “Foster deliberate cross campus collaboration…..”

Michaelyn Nākoa reported, with others commenting:
• If the SSCC is moving toward possibly becoming an AGO, need to start changing our mindset. Fearful that the council will stay in the mode of examining small initiatives, but we do want to be able to scale up larger goals and initiatives. Danger exists of the council being overwhelmed with smaller tasks.
• We don’t want to be “the council that also does all of the work” – we don’t want to become this.
• In order for this to become a campus movement, we need to develop stronger partnerships, implement new policies - data will inform us of what is missing, what’s not, and enhance what’s already existing. We know data is there as a starting point and where we need to go to achieve.
• Timeline – concern that 1/3 of our time is done already – there’s a lot that we can do that doesn’t necessarily need data – we’re professionals who have been doing this for a long time.
• We need data if we want to request funding.
• System scorecard – always do year to year - measurements of where we need to improve (like math) – this will help when we need to report out – especially for performance based funding.

Veronica Ogata
• We will fix and fine tune the SSC Mission, Purpose, etc. (handout)

Decision/Follow-Up

N/A
## Worktime for Committees

**Discussion:**

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| • Let’s start this semester – we will start with completing the action plans.  
• The work will come with the committees.  
• Question: Once we get to implementation stage – with change, there will be questions. What about communication, role out, faculty/staff buy in?  
• Veronica: Committees will need to know when they will have their action plans ready – each committee should determine a general completion date.  
• Asked groups to work together during this next part of the meeting and be ready to share out (after 20 minutes). |

**Decision/Follow-Up**

N/A

## SSCC Chair’s Update

**Discussion:**

None

**Decision/Follow-Up**

N/A

## Committee Chairs’ Reports

**Discussion:**

Keolani: 21st Century (students, faculty, facilities)  
(Patricia O’Hagen joined this group as a member)

- Surveyed Student Congress and Faculty Senate – interest in also surveying one other, also on facilities – beginning of getting feedback.  
- Will work with OFIE to get data on the 21st century student on our campus.  
- Look at our “average” student, then move across different categories of students to assess.  
- Focus on the “Three R’s:” Roots, Resilience, and Reach.  
- Find out who “that student” is, what would make that student resilient in the academic world, find out if students are actually getting to their goals through these steps.  
- A lot of research will need to be done to have some comparisons.  
- We need to “water those roots” as teachers.

Krista Hiser: College Readiness

- Three items, now four after discussion.  
- Pick the things that get most synergy out of.  
- College readiness – scope of recruiting, placing students in appropriate classes, keeping them (the students).  
- Chose one action:  
  - Recruiting – “push down” college-ready behaviors through Kuilei and Service Learning placement. Affective areas of college readiness. Talked with Sheldon – considering creating curriculum, modules with existing partners in the middle schools.  
  - Need to increase communication with the middle schools and high schools.  
  - Teaching and tutoring in high schools and increasing connections with them.  
  - Create a certificate for faculty to recognize faculty – i.e. if faculty go 10 times to Kaimuki High School, can get a certificate – from chancellor and recognized in dossier proess. Could earn by visiting with middle and high schools, participating in on-campus initiatives like writing and math centers, etc.  
  - Looking into math at 100-level: looking at the measure of completion through Math 100, i.e. supplemental
instruction, math coaching, peer advocacy, investigation – what exists in this area that can catalyze?
- Targeted placement strategies – can pilot in spring for fall registration – this process is being cleaned up. Who takes Math 24, 25 and who takes math 81? Statway? Looking at students who place one to two points below target point - what intervention can do to move into highest target group? Advising strategies for math, English.
- Overall goal – increase by 5% the number of students completing foundation (through 100-level) math/English in students’ first year.

Merrissa Brechtel: Time to Degree
(Todd Rentz joined this group)
- Huge and broad area.
- Focus on policies and services – seeing how can address/implement new suggestions to move student through the pipeline.
- Identifying services that directly affect time to degree
- Recommend and explore innovative solutions to meet performance measures
- Incentivizing
- Scheduling
- Use of terms
- Transitioning from course-based to cohort-based registration
- Look at programs currently in place to supplement, support, enhance.

Porscha: SSCC Executive Team
- Kresge Foundation – 10 things a campus can do to support student success - actionable items (handout shared at last meeting).
- Look at things we already do, personalize to our population – how can we do this now?
- Think about how to make a bigger plan later.
- How do we reach out and do other things that we’re already responsible for, do work we already do, how can we document, increase student success, how are these different initiatives related to student success?
- Start with 10 practices and work from there.
- Need to have a foundation in values – not just superficial. Should be founded in something that the campus is working toward – make simple, values-based, and a foundation that everyone is working toward. Related to incentivized programs, etc. Different employment structures, different unions, etc – will start with the 10 values we all share toward student success, etc, and work toward venturing into the future.
- Trying to write up by-laws for SSCC – want to operate in the fashion of trying to eventually become an AGO.

**Decision/Follow-Up**

| N/A |

**Discussion of SSCC Website and Survey**

**Discussion**

Veronica Ogata
- Working with Shanisse (SSCC student assistant) to build an SSCC website – want to also do a survey – will work with Shanisse to do this.

**Decision/Follow-Up**

| N/A |

**Announcements and Other Business**

**Discussion:**

None.
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<th><strong>Next Meeting</strong></th>
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<td>Tuesday, October 28th, 12:30-2:30 p.m. - Kopiko 209 A &amp;B</td>
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