Members: Susan Dik, Faculty Senate Chair; Nawa`a Napoleon, Kalaulani Chair; Helen Hamada and Carol Masutani, Staff Council Chairs; Kalani Fujuwara, Student Congress Advisory and Anni Wong, Student Congress Chair; Leon Richards, Chancellor; and Joanne Whitaker, Executive Assistant

Members Absent: Helen Hamada and Carol Masutani

Guests: Brian Furuto, Veronica Ogata and the Executive Committee of the Student Success Center Committee

**AGO Announcements:**

**Student Congress:** There was a March executive meeting and a general meeting of the Student Congress. There was no objection to the budget cycle. They will be forming a budget committee to consider the allocation requests. They may seek advice or follow the practice of the Faculty Senate budget committee. Their election process was delayed one month to April due to miscommunication.

**Faculty Senate:** Their meeting was on the first Monday of March. There was a Faculty Senate Forum on SLOs on February 13th with great discussion. There will be a second Faculty Senate Forum on SLOs and faculty evaluations on April 9th. VPCC John Morton and UHPA’s Executive Director J.N. Musto will be attending. The recommendations from the Student Success Committee are due April 1st to the Faculty Senate.

**Kalaulani:** The budget committee met and submitted a few changes for the budget cycle documents. At the February meeting, they discussed granting reverse transfer credits for Hawaiian 101 & 102 and 201 and 202 for the AA in Hawaiian Studies. 2,000 people have registered for the WIPCE conference in May. In the indigenous-serving task force position paper, it states that as Hawaiian is the official language of the state, documents published by the University should be offered in Hawaiian and English. Nawa’a has been asked to translate forms. Which forms should be translated? What is the procedure for approval and implementation?

**Budget Cycle** - Brian Furuto

There was a comment at the Chancellor’s Advisory Council (CAC) to add a section in the allocation request form to offer the AGOs the option to state why they decided to vote one way or another. It may not be added to the form at this time as the process will be condensed this year. The goal is to move forward with the budget cycle on Wednesday after the CAC meeting. The ARPDs have been completed and uploaded. Therefore, the process is to take the information that has already been analyzed and copy, cut and paste it into the form. The Allocation Request Forms will be sent to the Department Chairs, Deans and Vice Chancellors, then to the AGOs and to the CAC. Finally, the Chancellor and the administration will do the recommendations and send the information back. The suggestion was made to assign the Student Congress Executive Committee to address these requests this year, as they are the most familiar with the college. Kalaulani will seek advice from the Faculty Senate budget committee. Each request will be in effect for two years and they will not need to reapply until after the
second year. If we get 50 requests, we may only be able to fund a few of them. However, now there will be a list of priorities that may be funded with additional tuition and fee funds, grants, etc. Perkins grants will continue to follow the already established process. Title III funds are broader so the funds could be used for this purpose.

**Student Success Center Update - Veronica Ogata and the Student Success Committee**

The idea for a student success center started with a Foundations Task Force charged to look at developmental English and math. 28 faculty members campus wide volunteered to be on this committee. The initial charge was to create a student success center on campus. The first step was to hear what the students wanted. 523 students responded to a survey. The surprising statistic is the vast majority noted that they were very satisfied with the college. For academic success the students felt it was hard to find someone to help with certain needs at certain times, referring to counselors and tutors. They asked for tutors qualified to help all students, across all subject areas and they asked for a place to print out documents. For personal success, they asked for more counselors to help get them on track and keep them on track. More tutors are needed in all subjects. Also mentioned were more events, free food and technology.

What encourages students? Students mentioned instructors’ and counselors’ willingness to help and encouragement from their family and friends. What discourages students? Students mention time conflicts (jobs and busyness) and confusion or shortage of information. They don’t know where to go for information. They are ashamed to ask for help. Long lines are frustrating and there are no places to hang out. The college cannot help with time conflicts. However, the college can improve information sharing and address long lines. What motivates students to hang out? The students stated facilities, free or cheaper food, friends and services like childcare. Additional insights in creating a college atmosphere are the facilities and availability of services.

The faculty and staff were given a survey as well. 5 questions were asked and 51 people responded. The questions were the same as the ones posed to students. The answers were tutoring and mentoring services, Laulima 101 course and high speed Internet. They felt what encouraged students was counseling support, being visible, faculty and campus support, a good environment and friends and peers. They felt what discouraged students was lack of information, faculty and staff, time, personal and life barriers.

The Student Success Committee spoke to many people across the campus. On March 1st, they held an all-day retreat to compile the final report and to create a work plan with recommendations, action steps and outcomes. They shared this with the large committee and are currently writing the final report.

The greatest lesson learned was it is the responsibility of the entire campus, not in a center. The recommendation will be posed to the entire campus.

**Comments:**
A suggestion was made to post the results of the student survey online. A question was what are the next steps? Many great things are already happening. As a recommending body, they will not recommend that anything is replaced. They will highlight all the good things and suggest moving forward from here. Another comment was that it is good for all the faculty to see this presentation. A suggestion is to have mandatory training for faculty as some of them are not in touch with the students. Great information emerged
from the discussion at the faculty development event at Windward CC. This is a faculty senate initiative. However, it is really a whole campus initiative. We are moving beyond a student success center to a student success campus. How do we share this with the campus? This is a top priority for the college. The community colleges are celebrating 50 years. This is a milestone, a major document and reenergizing for the campus.