Strategic Plan Implementation Council meeting notes for October 27, 2008
Present: Clyde Sakamoto, Suzette Robinson, Diane Meyer, Alvin Tagomori, David Tamanaha, Michele Katsutani, Dan Kruse, Lori Govaars, and Pat Adams.

Discussion: UHCC and Maui CC Strategic planning documents
The UHCC Strategic Outcomes and Performance Measures 2008-2015, the Maui CC Strategic Plan 2003-2010, the Maui CC Integrated Strategic Plan updates, and the Achieving the Dream initiative were discussed in order to determine how to best accomplish the following:

- Align UHCC System and Maui CC strategic goals
- Set Maui CC strategic priorities for the coming year
- Meet Achieving the Dream performance measures; align them with strategic goals
- Allow faculty and staff to participate in strategic activities of their interest and expertise

The following were also discussed:

- Ways administrators could be available to answer questions as they arise, e.g., in the Academic Senate
- Ways to get people involved in decision-making processes
- Ways to improve the Maui CC college-wide communication process

Actions:

- Michele to work with Dan to chart the documents and clarify how they align
- Suzette to talk with Cheryl Chappell-Long about how to clarify the numbering of goals in the system document.
- Diane will survey previous year’s Strategic Plan team members on their teams’ accomplishments.
- More information to be added to Executive Committee meeting notes
- College-wide meetings to be regularly scheduled for information updates

Meeting dates
Strategic Plan Implementation Council meetings are held the second and fourth Mondays of each month at 10:30 a.m. in Ka`a`ike 210.
Strategic Plan Implementation Council meeting notes for November 10, 2008

Discussion: Alignment of strategic planning documents
Michele and Dan reported on their progress aligning UHCC System and Maui CC strategic goals with Achieving the Dream performance measures. Dan is creating a chart to illustrate alignment.

Discussion: Achieving the Dream strategies and goals with Bernadine

Discussion points from Bernadine:
- The need for UH System operational clarifications for certain terms, e.g., financial aid student “participation.” Does this term mean the number of students who have been granted financial aid or the number who have used financial aid or the number who have applied for financial aid?
- Financial aid participation could be increased without increasing graduation rates; need to look at how financial aid could encourage full time attendance and higher graduation rates.
- The need for age breakdown for students, e.g., did the number of high school students attending Maui CC go up?
- The need to know how many online students are being counted against the college retention numbers; online data could change results. Online persistence numbers should be tracked separately.
- The need to drill down in the data and not just look at the top level of numbers
- The need to know more about what colleges with high rates of student retention do to retain students.
- How Foothill College handled budget cuts of four million dollars and improved student success: (Foothill’s retention rate is 95%; success rate is 87%)
  - Working together, faculty and administrators reduced everything evenly away from the core; found core by thinking how the college was started, e.g. programs and services
  - Looked at priorities based on core teaching and non-teaching faculty
  - Looked at revenue streams, costs, and overhead
  - Engaged all faculty in teaching; now have no non-teaching faculty
  - Shifted counselor load from one-on-one to teaching courses for new students; all teach HD 101 then enroll students at the end of the course with priority registration; serves more students, generates revenue. Most new students take the course. Note: (Foothill College has 20 counselors for 19,000 students.)
  - Track groups of students to find out if they are more successful; not necessary to track all
  - Drilled down on data; use data to bring about changes
  - In California, program requirements must be validated for student success
  - Needed to be able to change or update curriculum in a short period of time; upgraded process so a course approved one quarter could be taught the next; required only division level approval.
Bernadine, Michele and Pat will attend the noon Achieving the Dream committee meeting.

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