COMMITTEE ON ENROLLMENT PLANNING
MEETING NOTES
September 22, 2010

Present: Peter Crouch, Joel Weaver, Lei Wakayama, Reed Dasenbrock, Tom Bingham, Mike Kaptik, Susan Hippensteele, Krystyna Aune, Ron Cambra, Francisco Hernandez, Alan Yang, Jodie Kuba, Peter Garrod, Amy Agbayani, Myrtle Yamada

New Structure for CEP Meetings: Workgroup reports should include, as appropriate: (1) new ideas proposed by Workgroup; (2) problems/issues emerging in planning and/or implementation of endorsed ideas; (3) larger issues needing guidance from CEP before workgroup can make a recommendation; and/or (4) updates on implementation of endorsed ideas.

Updates:
• Fall enrollment and admission data was shared with the CEP (attached).

• The automatic admission process data: 800 invitations sent; 400 responded; 280 of the respondents chose to enroll at Mānoa. Funding has been identified to provide “re-entry” scholarships for those who chose not to enroll.

• Expansion of the automatic admission process to certain AS degree graduates is being negotiated. Specific articulation agreements will be signed for identified AS programs.

• The online, self-reporting application form was initiated on Sept. 1. Seems to be working well. There are already 100 applications that have been submitted for Fall 2011 admission.

Reports:
Workgroup 3: Increasing Mobility between the Two- and Four-Year Sectors (Krystyna Aune)
Discussion Item: Should we consider creating a newly-admitted webpage devoted to transfer students? Yang will talk to A&R about developing something for transfer students.

Update: Advisor/Counselor Retreat
• Retreat has been endorsed by the Council of Academic Advisors
• Purpose of the retreat: Discuss what needs to be done to improve the transfer rate
• Now planning for a one-day retreat to be held sometime in May 2011
• Suggestion: consider including student affairs staff in the retreat; Hernandez will talk to OSA staff.

Recommendation: Eliminate the 60 non-introductory credit requirement for graduation and institute a 45-credit upper division requirement.
• The percentage of graduates with less than 45 upper division credits for the last two years is approximately 5%; the percentage for “transfer” graduates is approximately 3%. Changing the requirement to 45 upper division credits should
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not negatively impact large number of transfer students and will make the graduation requirement clearer.
• Recommendation endorsed by the CEP.
• The Faculty Senate will be reviewing the proposed change this semester.

Workgroup 1: Keeping more of Hawai‘i’s high school graduates here in-state, attending UHM (Alan Yang)
• Update: Deans have been surveyed to identify college events which would also serve as recruitment events. Admissions has identified 142 Hawai‘i high school students who scored over 650 on one section of their SAT exam; they will be matching the interests of these students with appropriate programs and providing deans with a list of students for personalized recruitment.

• Update: Early admission program
  • Discussed program with high school counselors
  • Will be crafting a proposal for a “new” early admission program for Mānoa which will combine aspects of the current program together with a summer component similar to Outreach College’s Summer Scholars program. Will also work to revise the existing BOR policy on early admit programs.

Workgroup 2: Addressing the differential rates of educational attainment across Hawai‘i’s population (Amy Agbayani)
• Update: Faculty from underrepresented groups are being identified to assist with student recruitment efforts in Spring 2011. Lecturers will be hired for 6 courses in the Spring to provide release time for these faculty.

• Update: Ethnic media has been identified to provide focused media attention to underrepresented groups. Faculty/staff from Hawai‘inui‘iakea will be traveling to the neighbor islands and will incorporate recruitment efforts as part of their trips.

Workgroup 4: Improving retention and graduation rates at UHM (Ron Cambra)
• Recommendation: Separate withdrawal actions from financial obligations to the University to make it easier for students to withdraw. Currently, students who have outstanding financial obligations are not allowed to withdraw; their transcripts instead reflect an “F” for the courses that were not completed. This makes it difficult to encourage these students to return to complete their program.
  • Recommendation endorsed.

• Update: Have designed a Powerpoint presentation that faculty can use for recruitment activities; piloted the presentation recently at the New Chairs Training.
  • Agbayani would like to be sure that Hawaiian and Filipino enrollment data is added to the Powerpoint and that Hawaiian and Filipino faculty be included as part of the presentation.

• Discussion: Currently working on an initiative to see if freshmen could register for classes prior to attending NSO. Will be able to report back to CEP on November 1.
Workgroup 5: *International enrollment management* (Joel Weaver)

- **Update:** Cambra convened the subgroup to develop a one-stop financial assistance webpage for international students.
  - Discovered that the Giving Tree search engine only identified 1 scholarship for international students. Now working on identifying all scholarships that do not identify international students as being ineligible for the scholarship.

- **Update:** Creating a template for faculty to use for international recruitment.
  - Understood that the Advancement Office (Gregg Takeyama) may have materials already prepared. Weaver will follow up with Takeyama.
  - A plan will be developed to fund these recruitment visits to include a strategy (identify locations not already covered by Admissions and/or International Programs), a financial model, and an execution/implementation plan.

**NEXT MEETINGS:** 3:00-4:30 pm, Hawai‘i 309
- October 27
- December 15

Note: November 17th meeting is cancelled.