Present: Amy Agbayani, Krysytyna Aune, Ron Cambra, Pat Cooper, Peter Crouch, Reed Dasenbrock, Susan Hippensteele, Jodie Kuba, Lei Wakayama, Myrtle Yamada, Alan Yang

**Complete College America:** Currently funded by private funds; focus on increasing the number of individuals with credentials.

- Federal funds will be available soon; focus on retention and graduation
- UH System is leading the grant proposal writing
- All CEP workgroups are asked to look at their proposals to address these issues that might be included in the grant proposal.
- The Engineering PCR (biennium budget) is a possibility. Crouch to send a copy of the PCR to Cambra.
- RFP will be shared with the CEP when it becomes available.

**Subcommittee Reports/Updates:**

**Workgroup 1: Keeping more of Hawai‘i’s high school graduates attending UHM**

- Application update (to date): Applications are down 4%; accepts are up 15%; students submitting deposits are up 29%. There were 356 auto admit students (50% more than last year).
- The RFP for the digital imaging service was issued today with a two week response time. Implementation is projected for Fall 2012. A copy of the RFP was sent to all CEP members.

**Workgroup 3: Increasing mobility between the two- and four-year sectors**

- The brainstorming session (to plan for the advisors workshop) was scheduled for March 11. Since all the campuses were closed due to the tsunami watch, the session was cancelled. However, input has been received from all units and planning for the workshop is progressing. The workshop is scheduled for May 10.
- Question: What is the future of the Ka‘ie’ie program in light of the auto admit program? Kapiolani CC is happy with Ka‘ie’ie and would like to see it continued. Leon Richards has suggested that Dasenbrock approach the Council of CC Chancellors regarding funding to expand the program to more CC campuses. Cost projections for the program are needed first.
- The workgroup is discussing submitting a proposal to CEP to establish a UHM Transfer Coordinator Position, reporting to the AVC for Undergraduate Education. Will need to specify in more detail the scope of the position’s responsibilities and the administrative location (Mānoa Advising Center?) for the proposed position.
- Work is proceeding on a transfer website.