COMMITTEE ON ENROLLMENT PLANNING
Meeting Notes
April 27, 2011

Present: Amy Agbayani, Krystyna Aune, Tom Bingham, Ron Cambra, Pat Cooper, Peter Crouch, Reed Dasenbrock, Francisco Hernandez, Lei Wakayama, Joel Weaver, Myrtle Yamada, Alan Yang

Grade Replacement Policy (CAPP proposal)
• This was initially a CEP proposal to allow students awarded C- or below in a class to retake that class and to allow the higher grade to be calculated into the student’s GPA (instead of averaging the two grades).
• The CEP proposal was sent to SEC and referred to CAPP for review and recommendation.
• CAPP has proposed a new policy which allows a student to repeat up to 3 classes, regardless of the grade received, and to calculate only the highest grade into the GPA.
• Discussion:
  • There are financial aid considerations. Retaking classes could extend the time to graduation beyond the five year limit currently allowed for financial aid. It could result in only financially able students taking advantage of the proposed policy.
  • There has been no consultation with students.
  • Broader consultation is needed.
• CEP formally opposes the proposed resolution.

Classroom General Use Policy
• The proposed policy to allow use of classrooms currently “controlled” by departments to be used for other classes, after accommodating the department’s classes, was endorsed by the Senate this month.
• An implementation group is being formed to develop an implementation process.

Report on System Student Affairs Meeting (Hernandez)
• Meeting focused on efforts to increase the number of low income and underrepresented minorities attending UH campuses.
• Gear Up Program ($3–$5M/year)
  • in previous years, the focus was on community college attendance
  • Mānoa student affairs personnel are working to see that Mānoa’s priorities are reflected in the next round of program activities, particularly increasing attendance at the 4-year campuses.
  • the next round of funding will include funding to support the first year in college.
• College Access Challenge Grant ($2–1/2 M available)
  • currently creating a web portal for high school students to get information on college and career planning ($300K has been committed for this initiative)
  • funds must be committed by August
  • purpose of the grant is to increase the number of low income and underrepresented minorities attending college.
  • could be used to support Mānoa’s (CEP subgroup #1) efforts
• Suggestion: Invite Karen Lee to talk to CEP about the system’s P20 activities

Reports on Student Affairs surveys (regarding tuition and the Mānoa brand)
• Preliminary results of survey send to prospective students from Hawai‘i and out-of-state:
  • a 7% tuition increase would not negatively impact decision to apply/enroll
  • a 14% increase would create issues for merit students and low-income students who would probably choose to go to a community college.
  • tolerance from out-of-state locations highest from Washington state
  • need to enhance our brand in selected areas
  • clear that without participation in WUE, out-of-state students will not choose Mānoa

Subcommittee Reports/Updates:

Workgroup 1: Keeping more of Hawai‘i’s high school graduates here in-state, attending UH Mānoa
• The RFP for the digitizing/document imaging system closes on Friday (4/29/11). After the finalists are chosen, they will each present a one hour webinar about their product. The schedule for the webinars will be circulated to CEP members.
• The new self-reporting application form is reducing the processing time for reviewing applications to less than half of the time previously required.
• May 1 is the application deadline; Fall enrollment projection data should be available by mid-May.

Workgroup 2: Addressing the differential rates of educational attainment across Hawai‘i’s population
• New Tech High School Initiative (Waianae High School and Nanakuli High School)
  • partnership with Kamehameha Schools to improve college going with students from these schools
  • the program will bring the incoming freshman class (200 students and their chaperones) from Nanakuli to UHM for a full day and night on campus to receive information about college going and about the Mānoa campus. Students will stay in the dorm.
  • next year, the freshman classes from both Nanakuli and Waianae will be coming to Mānoa.
  • Faculty have been identified for release time in the Fall; they will be from the Samoan, Filipino, Marshallese, and Hawaiian language programs. These faculty will assist with student recruitment in these underrepresented groups.

Workgroup 3: Increasing mobility between the two- and four-year sectors
• the Advising Exchange is scheduled for May 10; it’s focus is on transfer students
• Need to train department chairs on completing the “blue sheet” (transfer credit evaluation form) and to impress on them the importance of completing the form in a timely manner.
**Workgroup 4: Improving retention and graduation rates here at UH Mānoa**

- Work progressing on the Pathway Back to Mānoa initiative
- Request to make New Student Orientation mandatory has been sent to the VC Students.
- Proposal to identify students in academic difficulty in mid-semester was not approved by the Faculty Senate. Will rewrite the proposal utilizing features already available in the Laulima system.
- Issue of developing flexible teaching assignments to encourage interdisciplinary course offerings was determined to not be a CEP issue; Cambra asked to speak to Banner about this.
- Workshops/talks with deans, department chairs, and undergraduate advisors to identify efforts to improve retention rates in units continue.
- Courses with consistent high failure rates (particularly General Education courses) are being reviewed by the Faculty Senate.
- Proposed policy to separate academic and financial withdrawals has been approved; pending Banner coding.
- Continuation of suspension of mid-year academic actions approved by Faculty Senate; report due to Senate on 7/1.
- Sophomore Year Project successfully launched this year.
- Seeking grant funds to establish a Financial Literacy Program.

**Workgroup 5: International enrollment management**

- the adapted Mānoa Experience powerpoint was piloted by Joel Weaver in Indonesia (Palembang, Medan, Jakarta), Vietnam (Ho Chi Minh City, Hanoi), and Korea (Seoul).
- Data has been compiled from the departments to determine areas where faculty are traveling.
- Question: Where should international recruitment efforts be focused? The MIEC has chosen Indonesia, Vietnam, and India as focus areas.
- There is an international scholarship proposal that is being developed by MIEC.

**The May 11th CEP meeting is cancelled.** We will need to figure out a summer meeting schedule.