VICE CHANCELLOR’S ADVISORY COUNCIL  
MEETING MINUTES  
January 17, 2013  
1:00 pm, Alakai 118

Present: Richard Fulton, Ellen Ishida-Babineau, Brian Richardson, Leticia Colmenares, Toshi Ikagawa, Paul Nash, Peggy Regentine, Tara Severns, Michael Tom, and Libby Young

By Invitation: Ardis Eschenberg, Carla Rogers, Sarah Inouye, Kevin Morimatsu

A. Scheduling for Mandatory Cohorts for Freshmen  
Cohorts have proven to be an effective strategy at WCC. There were 6 cohorts offered in Fall 2012 that served about half of our full time freshmen. Over the past five years, full time first-time freshmen range from 219 to 269. The proposed policy states that as of Fall 2013, students entering as first-time freshmen who desire to enroll full time, will mandatorily be placed in a cohort. The cohorts will primarily be for those students pursuing our A.A. in Hawaiian Studies and A.A. Liberal Arts.

The scheduling process would have the DCs identify thematic courses that could be paired up with an IS course and Ardis will then identify the IS instructor. The courses will be paired as either be a Learning Community, if the thematic instructor wants to participate, or as separate classes for a cohort.

The first draft of the Fall 2013 schedule will be due around the last week of January.

B. Prior Learning Assessment  
Carla Rogers presented a UHCC proposed policy based on new legislation that states that universities will have a system of awarding college credits to students that are enrolled in a program and who have done college-level work elsewhere. March 15 is the deadline for feedback to Carla. Implementation will be by Fall 2013.

C. 2013-2014 Schedule  
The freshman cohort scheduling will have to go in by next week. The first draft will be in by 1/31. There will be meetings on 2/7 and 2/21 to go over the Fall 2013 schedule.

D. Reminders and Announcements  
• Reminder DC to have their faculty review their own schedule before the registration period begins, to catch all the errors.
• Sarah Gray (?) has been hired temporarily into Nancy Heu’s position. The library will be opened only till 8:00 pm M-R until additional funding can be found. The gate count for entire last year was 44,600. Gate count for just September through December of 2012 was 56,400.

E. Next meeting: Thursday, February 7, 1:00 – 3:00 pm in Alakai 118.