Chancellor

The Chancellor’s office will support and facilitate all activities of the college that lead to achievement of the college mission.

Dean of Instruction

- Increase faculty and staff satisfaction with the management of personnel-related matters.
- Reduce curriculum-related errors in the printed catalog (and in the Banner catalog).
- Offer courses that provide for optimal enrollment.

Academic Departments

Students will be able to:

Natural Sciences
- Demonstrate a functional literacy and understanding of scientific laws, theories and concepts from the biological and physical sciences.
- Demonstrate an understanding of the scientific method through specific applications of scientific laws, theories and concepts.
- Demonstrate an understanding of philosophy and history of science and the relationships between science and society.
- Apply the knowledge base and tools of science gained through hands-on laboratory experience.

Language Arts
- Clearly express ideas and feelings in oral and written form.
- Increase their ability to read, think, and speak critically, ethically, and analytically.
- Develop a broader worldview as well as a better understanding of their own language and culture by learning to communicate in another language.

Social Sciences
- Use theoretical perspectives to explain human behavior.
- Evaluate how three social institutions have changed their lives.
- Describe 3 regularities in human behavior according to the social science disciplines (anthropology, sociology, economics, psychology, political science, geography).
Mathematics

- Analyze and interpret information in applications and develop strategies to solve problems.
- Select from a wide range of mathematics courses to satisfy their needs.
- Understand and use symbolic/mathematical techniques in problem solving.

Business

- Will practice skills necessary to become a successful employee
- Will be able to work as a member of a team to produce a product
- Will develop basic computer skills (literacy)
- Will understand consequences of unethical behavior
- Will be able to effectively communicate using appropriate media

Humanities

- Understand the importance and necessity of the Humanities in enriching their lives and the lives of others.
- Develop a broader worldview.
- Develop knowledge of the history of the various Humanities.
- Develop analytical and communication skills.
- See the arts as a necessary and integral part of human experience.
- Discover the transformative power of the Fine and Performing Arts.
- Develop an appreciation of a variety of aesthetics.
- Develop knowledge of the history of the fine and performing arts.
- Develop artistic skills and creativity.

Instructional Support

Maintenance
Maintain facilities to provide an environment conducive to learning

Business Office, Human Resources, Institutional Computing
- Provide Institutional support services that are timely
- Maintain accurate records
Academic Support

Academic Support Division
• Provide services that enhance learning and teaching at the college
• Provide resources that enhance learning and teaching at the college

Library
• Develop, organize, and maintain a variety of information resources, from both within the Library and worldwide, that provide for diverse perspectives and learning styles.
• Provide a high quality of service to users
• Strengthen services that foster information literacy and enhance learning and teaching.
• Administer resources effectively

The Learning Center
• Provide learning assistance through resource teachers
• Provide services for distance education courses (materials, equipment, test processing and proctoring)

Academic Computing Services
• Will effectively use technology to extend its instructional activities throughout the State and beyond, while applying technology to improve the quality of instruction and services delivered to students both on and off campus.
• Will provide every member and customer of the University community with integrated access to appropriate administrative information and services in a reduced paper environment.
• Will provide all member of its community with ubiquitous standardized, secure, reliable communications services of appropriate capacity to support instruction, research, and administration on a 24-hour-a-day, 7-day-a-week basis.
• Will aid faculty and staff so that they will be able to use information technologies appropriately and effectively with the assistance of an able and committed information technology support staff.

Media Center
• Provide services that enhance learning and teaching at the college.
• Develop our human resources: recruitment, retention, and renewal.
• Develop an effective, efficient, and sustainable infrastructure to support student learning.
• Forge stronger links with the Windward Community.
Student Services

Dean of Student Services Goals:
- Improve the response time to students’ requests for exceptions and waivers.
- Improve the response time to other departments and staff and faculty requests for information or approvals from the DOSS’ office.

Student Services Departmental Goals:
- Provide students with pre-admission services and advising.
- Empower students to navigate through and be successful in their academic program.
- Provide services to enable students to move into further educational career endeavors.

The short, catchy version:
1. Get ‘em in!
2. Keep ‘em in!
3. Move ‘em along!

The Academic Advisor Goals:
- Assist students in the development of meaningful educational plans that are compatible with their life goals.
- Assess services to meet student needs and provide appropriate services and referrals.
- Assist students in exploring career and life goals.

Admissions & Records Goals:
- Provide prospective students with information regarding the admission process and requirements.
- Process applications for enrollment.
- Provide student reports (transcripts, etc.).

Financial Aid Office Goals:
- Improve the timeliness of reporting financial aid data to the USDOE to reduce future audit findings (includes enrollment verification for the National Student Loan Database, payments made to recipients of the Pell Grant program, and calculating the Return of Title IV funds for complete withdrawals).
- Improve the default management plan to reduce student loan default rates (includes conducting personal entrance/exit interviews, tracking current students enrollment on a more frequent basis for timely exits, and increase contact with students after they have left WCC).
- Improve the Financial Aid Office website to increase student access to financial aid information, application, forms and links.
Title III – TRIO Group:

**Students Toward Academic Achievement and Retention Goals:**
- Retain 60% of each entering cohort from one academic year to the following academic year.
- Maintain 80% of eligible participants achieving good academic standing (2.0 gpa on a 4.0 scale).
- Graduate/transfer 20% of each cohort within four years.

**Windward Talent Search Goals:**
- Create a PowerPoint presentation to include program purposes, goals, funding information, services, eligibility criteria, service areas, application process and cost by August 2004. (To be used at community events).
- Develop a plan to incorporate the use of web base technology in its recruitment efforts.
- Participate in the co-creation of a Policies and Procedures Manual for grant funded programs.
- Create a content outline for a Talent Search Policies and Procedures Manual
- Design a refined version of its current brochure for brad distribution by September 2004.
- Participate in joint community efforts developed by TRIO and Title III programs throughout the fiscal year.

**Upward Bound Goals:**
- Provide fundamental support to 50 participants each year;
- Generate skills and motivation necessary for them to complete secondary school and enter into and succeed in a program of postsecondary education.
- Provide an academic year component and six-week summer residential college simulation program.

**Ke Ala Pono Program Goals:**
- Improve the academic performance of students of Hawaiian ancestry.
- Increase the retention rate of students of Hawaiian ancestry.
- Increase the rate at which students of Hawaiian ancestry achieve their educational objective.

**Student Government**
- Improve communication between students, student government, faculty, and staff
• Address more student concerns
• Enhance student life for both day and night students
• Improve student involvement in activities and student government
• Create a stronger bond between clubs and organizations on campus through the used Inter-club council

**Employment Training Center**

Effective learners who:
• Identify and use tools and resources necessary to continue their chosen lifelong learning pursuits
• Provide and accept constructive criticism, conflicting points of view
• Demonstrate proficiency in basic math, reading, writing, listening, and speaking skills
• Transfer learning from one environment to another
• Update vocational, technological skills

Effective Problem Solvers who:
• Develop, practice, and evaluate problem-solving strategies
• Develop, practice, and evaluate goal-setting strategies

Effective Community Contributors who:
• Demonstrate cultural awareness; acknowledge and respect the uniqueness of others
• Demonstrate learning related to employability skills and attitudes
• Demonstrate interpersonal skills necessary to work effectively in groups