Minutes

WINDWARD COMMUNITY COLLEGE
STRATEGIC PLANNING COMMITTEE
December 19, 2006
Hale `Akoakoa 107/109 12:40 p.m.

Bernadette Howard, Director Vocational and Continuing Education
Steven Nakasone, Director Administrative Services
Mary Segura, Instructor – Integrated Academics
Heipua Kaopua, Counselor – Student Services
Anne Lemke, Disabilities/Admission Counselor; Early Admit and Running Start
Counselor – Student Services
Ben Moffat, Drama Professor – Department of Humanities
Peggy Regentine – Information and Computer Science Professor – Department of
Mathematics and Business
Michael Tom, Academic Computing Coordinator – Academic Support
Avelina Corpuz, Janitorial Supervisor – Maintenance Staff
Elizabeth Ashley, Interim Assistant Dean of Instruction
Kahea Tani, Note taker, Secretary to the Director of Administrative Services –
Clerical Staff

• As Chancellor Meixell is away on personal leave, Elizabeth Ashley was
convener of this meeting.
• Chancellor Meixell has asked the Committee to work on resources needed
in the different areas of the Strategic Plan Update that was passed out to
Committee Members in attendance. The first agenda item to address is to
add or subtract Strategic Directions as directed by Chancellor Meixell.
• Elizabeth Ashley asked “Where do you want Windward to go?” Evidence in
data showing proof of what is wanted. How to satisfy community wants
and needs.
• Michael Tom mentioned that there should be a College Program Review
before seeking needs. Director Nakasone added if needs are data driven
there may be a problem. Some new needs may not have data; if there is
data, which would be of greater importance, the College or the
community?
• Copies of the WCC, UH System, Technology Vision was shared with the
Committee.
• Peggy Regentine had a concern about departments who know how to request for monies and needs. She mentioned departments that are knowledgeable in requesting for needs and the smaller departments needing some assistance in this area to help their department succeed. Michael Tom agreed that departments need to prioritize their needs and raise these concerns at the next Budget Committee Meeting.

• Dr, Lemke stated the Committee look at the College as being part of a bigger picture and how do the departments fit in this picture. Even if new items were added, the items may or may not stay on the Strategic Plan list.

• Heipua Kaopua suggested a community survey or a community assessment. It would track the wants of high school students, parents and the community as a whole. Ben Moffat mentioned student interest in athletics.

• Elizabeth Ashley theorized what would be WCC’s desired enrollment in the next five years: 2500 student headcount. UH believes WCC can be bigger, although now classroom space is limited on campus.

• Per Ben Moffat, there should be a systematic assessment, the focal point being students. Include input from current, former and high school students. Elizabeth Ashley asked the population of the Windward side. Heipua Kaopua mentioned not to limit student assessment only to the Windward side. It was agreed that such a survey should be conducted every two years.

• Per Ben Moffat, and agreed to by the Committee, a new bullet should be added to 1.C. to read: “Systematic survey needs of community (to include current students, high school students, parents and businesses), not only on the Windward side, but Island wide, biannually.” Resources will be needed. Peggy Regentine added the survey should be valid and useful.

• Heipua Kaopua suggested 3.E be modified to read: “Explore offering job placement services and internships for WCC”. Ben Moffat wondered if local businesses would be willing to accept our job placements.

• Michael Tom commented that all programs should be assigned to the Strategic Planning Committee. Elizabeth Ashley stated that the Committee, as envisioned by the Accreditation Committee, is a governance committee, a planning committee. Director Nakasone disagreed using a statement made by Chancellor Meixell at the last Committee meeting that this Committee is NOT yet a planning committee. He also maintained the Committee meet as a body unless instructed differently by Chancellor Meixell after she receives the report from the Accreditation Committee.
• Elizabeth Ashley asked “What is the role of the Committee?” Ben Moffat referred to the charge for the Committee from Chancellor Meixell (copy attached). Heipua Kaopua reiterated meeting the needs of the community and students. She also mentioned that the Committee have a common vision.

• Michael Tom suggested that the Committee determine the role of the community perhaps in May and update items for now. He also added that the Committee should clarify the strategic planning process.

• Peggy Regentine referred to 1.D as there has been no growth in Distance Learning (DL) classes, what should be done. Heipua Kaopua added what is the population (enrollment?) of DL classes. Elizabeth Ashley also added that there are many DL classes being offered System wide. Maybe a group or the ADOP person can look into this. Peggy Regentine, making reference to 1.D. again, asked if courses not offered anywhere else, where would WCC students enroll? Thus add to 1.D.: (new bullet) “Assess WCC Distance Learning (DL) for growth” and (new bullet “Fewer classes are offered via cable television”.

• Bernadette Howard shared her vision of learning communities, transitional programs, internships (job placement) and applied/integrated academics. Add to 1.A.: (new bullet) “Explore learning communities, linked courses, credit and non-credit. Transition students and teachers, high school to work, high school to college, high school to university”. She also added the following criteria have to be present for Perkins funding: high skills, high demand, and high wages. Emphasis being on transition from high school to community college. Resources needed for this area.

• Discussion ensued between Bernadette Howard and Anne Lemke on the Running Start program. Bernadette sees the program flourish in Hawaii, Anne having some reservations about the program.

• It was agreed that the wording in 1.B. be changed from “scheduling” to “learning” and also be split to read “Experiment mentoring, integrated academics, internships, and transitions”. No resources are needed in this area. Bullets and accomplishments need to be revised.

• Michael Tom mentioned that the Committee add anything that has a request for resources. Director Nakasone added that the smaller departments have a chance to request resources and should be fixed.

• Ben Moffat commented that the Committee be sure and initiate new items for ETC.
New strategic items should clearly be defined by the Committee, and additional new strategic items can be brought up at the next meeting.

The meeting was adjourned at 2:30 p.m. The next meeting will be on January 9, 2007, Hale Palanakila 117, 12:30 p.m.