Executive Summary
AY 2013 was another year of growth for WCC Student Affairs. A Financial Aid Assistant position was hired. Three Title III and four TRiO (ETS holds 2 concurrently) grants continued implementation. A Castle Foundation funded project, Paipai o Koʻolau, was instituted to serve Native Hawaiian, non-traditional students.

There were also challenges, most pronouncedly staff turnover. 2 counselors transferred to UHWO. Our Ka Piko Coordinator transferred to UHM. Each of these employees lived within the service area of the institution they transferred to. However, it has left us constantly using resources to fill positions. This takes time away from strengthening and developing existing positions and areas.

A particular point of pride is that all areas in Student Affairs now have SLO’s which have been assessed. This was done in a process which added cohesion to the department through group work and the creation of one outcome for all of Student Affairs.

Each area within Student Affairs has met the majority, if not all, of their Student Learning Outcomes and process goals. This is despite fairly level staffing in most areas accompanied by a large increase in student body. System initiatives such as Kaʻieʻie, automatic notation of credentials, and reverse transfer have placed a large burden on our Admissions and Records department. To keep up with these new initiatives while maintaining current services, an assistant registrar position has been requested. Similarly to meet enrollment and diversity goals despite a dwindling high school population, a Recruitment and Outreach assistant is requested. Finally, as much of our funding is extramural, the department has asked to institutionalize two grant funded positions (Assistive Technology Assistant and Tutoring Coordinator) and two grant funded student support strategies (Tutoring and SI) in this and next year. Similarly, we seek to institutionalize our Mental Health Counselor funding.

Our Achieving the Dream initiative, which began five years ago, has now matured to provide data on effectiveness of our efforts (increased need based financial aid awards, increased success of students utilizing Supplemental Instruction, NSO, and Frosh Camp). Our next steps are to institutionalize the successful initiatives, develop new initiatives for areas of need, and to maintain the high level of staff engagement achieved so far. In 2012-13 Frosh Cohorts were institutionalized through a policy mandating them for all freshman who exhibit developmental needs.

The Vice Chancellor of Student Affairs continues to facilitate the Student Affairs management team consisting of all unit heads, a student, and a clerical representative. The group provides guidance and support to the VC. In addition the VCSA holds quarterly meetings for the entire Student Affairs staff.

This program review is a good reflection of the state of Student Affairs at Windward Community College. All units have made significant progress in meeting their respective goals. All units are functioning together in order to support the College mission as well as strategic objectives for our institution and UHCC’s.