CCIE Meeting Minutes  
October 23, 2015, 11:00 a.m. – 12 noon

Present: Pat Patterson, Marcia Roberts-Deutsch, Kahale Saito, Mike Meyer, Charles Miller  
Not present: Katy Ho  
Guests: Jeff Stearns, Erika Lacro

1. ILO Discussion

Jeff Stearns presented background information on what the Planning Council and its Institutional Learning Outcomes (ILOs) subcommittee did in producing the ILOs for HCC, including reviewing material from various other colleges, selecting those deemed relevant to our institution such as critical thinking and quantitative reasoning, and making a first attempt at aligning the ILOs to Program Learning Outcomes (PLOs).

Pat Patterson noted that the College will want to ensure connection of PLOs to ILOs and that the Assessment Task Force (AsTF) will help with mapping do publicity and offer to help programs.

Erika stated that for accreditation purposes she will task the Deans with mapping ILOs for their respective programs before the end of the semester. The intent is to have everything in place for the five-year comprehensive review schedule including ILO reviews to be completed before the next accreditation self-study.

2. CCIE Minutes of 9/25/15 approved.

3. CCIE Goals for AY 2015-16

The discussion of what CCIE’s role would be and prioritizing its tasks led to Marcia bringing up the words of “institutional effectiveness” as part of the Council’s name, and how it would be an overarching perspective of how well strategic planning and student success were working. It would be informative to know the hallmarks of an effective institution and then cultivate an envisioning process to gauge how effective Honolulu Community College (HCC) is. Other points were raised about data analysis and how it can be used to describe areas of development with visualization and dashboarding, and also how there is a current effort with iPass to link the various University information systems in support of an integrated approach to data.

The group agreed that their homework would be to search for hallmarks of institutional effectiveness and how they might be adapted and applied to HCC. Before the next meeting, CCIE members are to share their ideas with the others so that the discussion will be a little more advanced when the group meets (time to read documents, digest ideas and concepts, and compare/contrast).

4. AcTF Update

Marcia mentioned that the Accreditation Task Force recently met and went over the Accreditation Midterm Survey. It was decided that a Town Hall would be helpful to share the results and listen to campus concerns. These concerns could be passed on to CCIE for further discussion.
5. AsTF Update

Pat stated that the AsTF met with two of the four programs with comprehensive program reviews last year (AERO and Academic Support) and that notes were taken and distributed to the AsTF members as well as the programs. One common issue that has arisen is that standardization of data conflicts with diversity of programs; another is that programs need help with 5-year comprehensive reviews and want feedback on effectiveness of documentation.

Pat is continuing to be part of the database working group and helping Sharepoint, the numeric database, and the other assessment tools function effectively for this campus. There are currently discussions for system wide assessment management software but it’s believed that locally (at HCC) there will still be a need for the flexibility of Sharepoint and therefore its implementation will proceed as planned.

6. Next meeting: November 20, 11:00 a.m. – 12 noon, Bldg 6 Admin Conference Room