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COMMITTEE ON STUDENT AFFAIRS
MEETING MINUTES

MEETING DATE: October 10, 2018 **1:00 AM to 2:00 PM**

LOCATION: Hawaii Hall 208

ATTENDANCE: [P = Present; A = Absent; E = Excused]

| MEMBERS | | MEMBERS | | MEMBERS | | GUESTS | TIME |
|----------------------------|---|---|---|-----------------------|---|---|---------------------|
| Michelle Bisbee | P | Camaron Miyamoto, Chair | P | | | VCS Lori Ideta, | 1:00 PM- 1:48 PM |
| Jill Sur | P | Jaylin Petersen- ASUH Rep, Chair of Student Affairs | A | | | AVC Roxie Shabazz | |
| Brad Taylor, Vice Chair | P | Wendan Li - GSO Rep | A | | | AVC Roxie Shabazz | 1:00 PM- 1:48 PM |
| Vanessa Wong | P | | | | | Dir Ofc of Admissions Ryan Yamaguchi | 1:00 PM- 1:48 PM |
| Aaron Ohta, Secretary | P | Jennifer Griswold, SEC Liaison | E | John Kinder, Staff | E | | |

| SUBJECT | DISCUSSION / INFORMATION | ACTION / STRATEGY / RESPONSIBLE PERSON |
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| CALL TO ORDER | | Meeting was called to order by Chair Camaron Miyamoto at 12:59 PM |
| REVIEW OF MINUTES | 1. The September 5, 2018 CSA minutes were circulated electronically. | 1. Motion by Jill Sur to approve the September 5, 2018 meeting minutes; seconded by Michelle Bisbee. Approved unanimously. |
| CHAIRS REPORT | 1. None | |
| UNFINISHED BUSINESS | 1. NA | 1. NA. |
| BUSINESS | 1. Overview of the programs and offices in Student Affairs and New Student Orientation followed by | 1. Are there any other programs/units that we want to |



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| | <p>a question and answer session (12:00 PM - 1:48 PM)</p> <ul style="list-style-type: none"> a. Pamphlet distributed with all Office of Student Affairs (OSA) co-curricular opportunities for students. b. VC for Students Lori Ideta oversees: <ul style="list-style-type: none"> i. University Health Services ii. Counseling Center iii. Manoa Career Center (includes Student Employment) iv. Office of Judicial Affairs v. Campus Center, Hemenway Hall, student organizations vi. Student Housing Services c. VC for Diversity Christine Quemuel is also Director of Student Equity, Excellence & Diversity (SEED) <ul style="list-style-type: none"> i. 20 different programs ii. Includes GEAR UP program (should be in news media this week) <ul style="list-style-type: none"> 1. Starts working with students in middle school iii. Children's Center iv. Office of Veterans' Student Services (~900 students self-identified as veterans) v. Women's Center vi. KOKUA vii. College Opportunities Program <ul style="list-style-type: none"> 1. Summer Bridge Program d. Ryan Yamaguchi, Associate Director of Office of Admissions (also speaking on behalf of AVC Roxy Shabazz) <ul style="list-style-type: none"> i. Registrar's Office ii. Financial Aid iii. Enrolled largest freshman class in UH Manoa history this semester (without lowering admission standards), due to: | <p>hear from / invite to our meetings?</p> |
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| | <ol style="list-style-type: none"> 1. Increased recruitment efforts 2. Timely processing of applications, financial aid 3. Worked more with parents, involved them more in process 4. Emails to students now from Office of Admissions, not Registrar <p>e. New Student Orientation (NSO)</p> <ol style="list-style-type: none"> i. Options: one day, three days, or one week ii. Motivation: unifying incoming freshman as well as returning students. iii. Fees / mandatory orientation: <ol style="list-style-type: none"> 1. Historically, NSO has not been mandatory, and requires a fee. Similar programs at other institutions have mandatory fees. 2. NSO was free this past summer, but was not mandatory. The number of students that registered for NSO increased, but no-show rate was around 50%. 3. OSA does not want to make NSO mandatory, as this means some students will need to travel to UHM earlier, may interfere with summer jobs and internships, and other schedule conflicts. Instead a mandatory | |
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| | <p>First-Year Experience Program is preferred by OSA (see 1.f).</p> <ul style="list-style-type: none"> iv. Created Week of Welcome (WOW) because there are many separate orientation events. v. NSO may move from OSA to Student Academic Services (person in charge: AVC for Undergrad Education Ron Cambra) due to UH reorg. vi. NSO should be connected intimately with First-Year Experience Program <ul style="list-style-type: none"> 1. NSO and First-Year Experience Program have student mentors <p>f. Incoming students have the option to participate in a First-Year Experience program. OSA would like to make this mandatory.</p> <ul style="list-style-type: none"> i. Students get a booklet in March or April (OSA will send a copy to CSA) with instructions about the First-Year Experience. ii. Students register for 1-credit course, CAS 110 (not currently mandatory). This semester, 500 to 700 students out of 2200 are participating in this course. There are 25 to 30 per class. The class is only one semester. Students register the class in clusters that are focused around majors; spaces are reserved for incoming students. iii. Michelle Bisbee was a undergrad mentor for a similar program. iv. VC Ideta's dream: bring back the Frosh Camp experience: students | <p>f. For next meeting: discuss if CSA should support the First-Year Experience, and what form that support should take (resolution, etc.).</p> <ul style="list-style-type: none"> 1. To prepare for next meeting: <ul style="list-style-type: none"> a. Ask Student Affairs for data from First-Year Experience, including GPA, retention rate, graduation rate b. Look at similar programs at other institutions c. Ask ASUH and GSO d. for their thoughts about the First-Year Experience program |
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| | <p>go to Camp Erdman for 2 or 3 nights (partnership with Atherton YMCA).</p> <p>v. Ryan: was NSO leader, undergrad mentor for course similar to CAS 110. NSO is too much information to process in one day. A first-semester or first-year program is better. Should also be available to transfer students.</p> <p>g. Manoa Access Initiative (MAI): for students that do not meet Manoa requirements.</p> <p>i. Students are given provisional acceptance, and must take special section of ES 101 (Ethnic Studies). Structured as standard large lecture on MW. Special section on Fridays staffed by Student Affairs. Similar content to First-Year Experience.</p> <p>ii. Results</p> <ol style="list-style-type: none"> 1. 4 students on Dean's List (Fall 2017?) 2. (Spring 2018?) 14 students on Dean's List, 30+ with 3.0 GPA or higher 3. About 100 students this semester <p>iii. Discussed possible partnership with Michelle Bisbee for THEA 101.</p> <p>2. Who are the ASUH and GSO representatives this semester / year?</p> <p>a. Camaron emailed them, but did not receive a response.</p> | |
| | | 2. Contact them again? |



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| ADJOURNMENT | Our next CSA meeting will be on Wednesday, November 7, 2018 in Hawaii Hall 208. | Motion to adjourn by Brad; seconded by Michelle. Passed unanimously. Meeting adjourned at 2:07 PM. |
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Respectfully submitted by Aaron Ohta, Secretary.

Approved on November 7, 2018 with 4 votes in favor of approval and 0 against.