

## Interim/Progress Report Action Summary

Report Type	<input checked="" type="checkbox"/> Interim Report (panel review) <input type="checkbox"/> Progress Report (staff review)		
Institution	University of Hawai'i-West O'ahu (UHWO)		
ALO	Sharon Valente		
WSCUC Staff Liaison	Maureen A Maloney		
Review Call Date (Interim Report reviews only)	February 7, 2019		
Interim Report Panel	<p>1<sup>st</sup> Reader: <b>Wanda Nitsch</b>, President and Chief Academic Officer (retired), University of St. Augustine for Health Sciences</p> <p>2<sup>nd</sup> Reader: <b>Su Swarat</b>, Assistant Vice President, Institutional Effectiveness, California State University, Fullerton</p> <p>Past Team Chair: <b>Richard Rush</b>, President (retired), California State University, Channel Islands</p>		
Institutional Representatives (Interim Report reviews only)	Name	Title	
	Maenette Benham	Chancellor	
	Jeffrey Moniz	Vice Chancellor for Academic Affairs	
	Lokelani Kenolio	Director of Student Engagement	
	Kevin Ishida	Vice Chancellor for Administration	
	Alan Rosenfeld	Associate Vice Chancellor for Academic Affairs	
	Sheri Ching	Fiscal Manager	
	Gloria Niles	Director of Distance Education	
	John Stanley	Director of Institutional Research	
	Sharon Valente	Director of Assessment, Evaluation, and Accreditation	
	Christine Neves	Assistant to the Chancellor	
Topics to be Covered as Required by Commission in Letter Dated March 6, 2015	<p><b>Sustainability in Maintaining Stable Senior Leadership, Update.</b></p> <p><b>Resource Planning and Development toward Financial Stability:</b> Maintain General Fund support at a level to realize the academic vision for the campus, with a budgeting process that demonstrates fiscal discipline and appropriate flexibility to accommodate anticipated growth.</p> <p><b>Growing Faculty Capacity:</b> Consider increasing faculty capacity with tenure-track faculty lines to facilitate program development and foster student achievement.</p> <p><b>Clarifying Decision-Making Structures and Processes:</b> Continue to clarify responsibilities throughout UHWO, specify lines of authority, refine faculty and student governance structures, and establish an organizational flow to facilitate the success of the educational process.</p> <p><b>Developing Assessment Systems:</b> Continue to develop assessment throughout the campus to include disaggregation of data, standards of performance and internal and external benchmarks.</p> <p><b>Strategic Distance Education Delivery:</b> Be more strategic with distance education delivery that aligns with enrollment priorities including definitions, policies, faculty development, assessment and technological capacity.</p>		

**Findings of the Committee (Interim Report)/Staff (Progress Report):**

Commendations	<p>UHWO is commended for:</p> <ol style="list-style-type: none"> <li>1. A well written report with appendices that were accessible and that effectively validated claims made in the report</li> <li>2. A strategic planning process that brought colleagues across the university together and, with a high level of energy, envisioned a direction for the future</li> <li>3. The new Director of Assessment and new assessment handbook that reviewers found to be an exciting development</li> <li>4. The program review website as an excellent resource</li> <li>5. Progress with faculty governance to ensure the faculty's role in effective academic leadership</li> <li>6. The relaunch and expansion of the faculty mentoring program</li> </ol>
Recommendations	<p>The Interim Report Committee panel identifies the following issues for further development by the time of the next comprehensive review:</p> <ol style="list-style-type: none"> <li>1. Continue to sustain the stability of the UHWO senior leadership (CFR 3.6)</li> <li>2. Ensure an appropriate and on-going alignment between enrollment growth, funding allocation and faculty capacity and development increases (CFR 3.1, 3.4)</li> <li>3. Complete and operationalize a strategic plan for distance education that is: appropriate for a variety of disciplines, aligned with enrollment priorities, and, includes definitions, policies, faculty development plans, assessment efforts and technological capacity (CFR 3.5, 4.6)</li> <li>4. Deepen assessment practice through further disaggregation of assessment data and use of assessment results, striving for consistency in assessment quality across programs (CFR 2.6, 2.10, 4.1)</li> <li>5. Extend the comprehensive review process beyond the division to provide reviews at the program level, i.e. to reflect systematic program review (CFR 2.7)</li> </ol>

**Recommended Actions:**

- Receive the Report; and
- Schedule a Special Visit in <term/year> to address concerns outlined in the Recommendations section
- Schedule an Interim Report due on \_\_\_\_\_ to address topics outlined in the Recommendations section
- Schedule a Progress Report due on \_\_\_\_\_ to address topics outlined in the Recommendations section
- Proceed to next scheduled interaction with WSCUC (see below)  
(the institution is expected to address any Recommendations in the next scheduled interaction)
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**Next Scheduled Interaction with WSCUC:**

- Mid-Cycle Review: to begin May 1, 2019;
- Comprehensive Review: Offsite Review in fall 2021 and Accreditation Visit in spring 2022

**Commission Approval and Date (Interim Reports Only):**

- Approved on \_\_\_\_\_
- Not Approved on and referred back to Committee on \_\_\_\_\_

**WSCUC Liaison Signature:**

*Maurice Maloney*

Date: February 7, 2019

Note: The effective date of this action is:  
For Progress Reports – the date in the WSCUC Liaison signature box  
For Interim Reports – the date of the Commission action

09/2016