

## **Process Committee**

Summary Points of Meeting

November 28, 2008

Hawai'i Hall Room 309

8:00 am – 9:30 am

Attendees: Alan Teramura, Mary Tiles, Ming-Bao Yue, Christine Sorensen, Brian Taylor, Peter Crouch, Gregg Geary, Walt Niemczura, Keith Sakuda, Ann Sakuma

Not in Attendance: Ashley Maynard, Klaus Keil, Jaime Sohn

Comments discussed and updates to be made to the draft document outlining Mānoa's principles, priorities, and criteria include the following:

- Mānoa's vision to be included at the beginning of the draft document. Important to identify a clear vision for the campus community to follow.
- Feedback loops will be built in throughout the process.
- UH Mānoa is a land-sea-space grant institution.
- Meeting the needs of the nation should also be included as a priority.
- Adequacy of facilities, and student quality and placement to be included under "Quality/Integrity" to better highlight priority areas and identify areas of investment.
- Staff to be included under "Critical Mass" → Does the program(s) have sufficient students, faculty, and staff to function optimally?
- The impact a program/unit has is important to consider → built into many of the criteria including centrality and alignment with Mānoa's vision, external demand, internal demand, and cost/revenue generation.
- Evaluating the seven (7) criteria will enable units to review programs and identify areas to delete or consolidate.
- Internal demand: identify courses and/or services each unit relies upon to access the overall demand and ramification of the options to cut or consolidate the course/services.
- Criteria have some degree of overlap with each other and are not independent.
- Information gathered from the departments and priority decisions made from these will be made public for feedback.

A feedback mechanism is to be built into the Process Committee website for users to comment on the draft contents and to make suggestions.

Homework: To create a ranking/weighting scale of criteria and develop rubrics to evaluate criteria. May be helpful to revisit Washington State University's prioritization program, Phase 1 Guidelines to Areas for Self-Reviews, 1. Program Prioritization Framework → click on Scholarship to see WSU rubrics: [http://academic-prioritization.wsu.edu/phase\\_1.html](http://academic-prioritization.wsu.edu/phase_1.html)