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MANOA CHANCELLOR'S
OFFICE

November 13, 2013

MEMORANDUM

To: Reed Dasenbrock
Vice Chancellor for Academic Affairs

FROM: Ronald E. Cambra 
Assistant Vice Chancellor

SUBJECT: One Year Response to Program Review

I am pleased to present the Office of Undergraduate Education's (OUE) one year response to our Program Review. OUE has made significant progress on each of the recommendations made by our external review team.

A recommendation dealt with reviewing the relationship between our offices, to identify areas of shared goals, etc. Over the last two semesters, our office has led discussions with all of our units. These discussions have led our office to re-organize units along similar and shared mission goals. The task for our office is to identify structures that will make it easier for units with similar goals to work closely together. The process has resulted in a proposal for reorganizing OUE. That proposal will be advanced to VCAA by the end of the fall semester for review, and to begin the approval process.

An immediate result of this re-organization discussion has been an attempt on the part of the OUE to effectively tell its story of work and accomplishments. A new OUE website will reconnect all OUE units around common themes and central appearance. The initial work on the websites has already begun, and approximately half of the OUE units have gone through training and have already redone their websites to present a clear focus.

Our Program Review also cited the important need for more academic advisers in key advising offices on campus. One such office is our new Manoa Transfer Coordination Center (MTCC), home of our Ka'ie'ie initiative. Currently, we have hired one person to work with Kapi'olani Community College. A search committee composed of members of key transfer offices and representatives of Windward Community College and Leeward Community College have been reviewing applications. The search committee is in the process of interviewing to prepare a short list. Two transfer academic advisers will be hired. The plan is for one to work with Leeward Community College and the other to work with Windward Community College

and Honolulu Community College collectively. The goal is to have the hires on their campuses by early spring. Space on the UHM campus has been identified as the new office for the MTCC.

The OUE Program Review also identified quality space as an important need for several OUE units. Discussions are continuing on the plan to expand several offices into the second floor of Sinclair Library when that facility becomes available.

For the record, OUE is also moving effectively to establish the Exploratory Initiative as smoothly as possible, regardless of the built-in structural barriers. OUE has also worked on a new agreement with Outreach College to establish the approved "Come Back to Mānoa" initiative. We hope to jointly launch this program in spring 2014. Work is also moving ahead on the GradesFirst At-Risk initiative, with several units being brought into the discussion to focus on the students' first three semesters at UHM. A full report of this work will be done by the end of spring semester 2014.

Finally, several important concerns were identified in the Program Review regarding the Interdisciplinary Studies (IS) program. A working document on the most important issues, and how to move forward has been sent to the IS program, and meetings have been scheduled to put together action steps for the unit. A copy of the working document has been shared with the VCAA's office.

Mahalo.