**UNIVERSITY OF HAWA’I MAUI COLLEGE**

**LANAI EDUCATION CENTER**

**ANNUAL PROGRAM REVIEW 2014-2015**

**Complied by Pamela Alconcel, Program Coordinator**

**Mission and Vision of the University of Hawaii Maui College (UHMC)**

The University of Hawaii Maui College inspires students to develop knowledge and skills in pursuit of academic, career, and personal goals in a supportive education environment that emphasizes community engagement, lifelong learning, sustainable living, Native Hawaiian culture, and global understanding.

UH Maui College: We will prepare students to respond to emerging challenges in their lives, communities, and the world through compassion, leadership, problem-solving, and innovation.

**Core Values**

The faculty and staff of UH Maui College aspire to embody the following Core Values through their work serving the educational needs of students:

* ***Aloha*** – Affection, compassion, sympathy, kindness, grace, charity; to show kindness, mercy, charity.
* ***Kuleana*** – Right, privilege, concern, responsibility, title, business, property, estate, portion, jurisdiction, authority, liability, interest, claim, ownership; reason, cause, function, justification.
* ***Lōkahi*** – Unity, agreement, accord, unison, harmony; agreed, in unity.
* ***Mālama*** – To take care of, tend, attend, care for, preserve, protect, beware, save, maintain: care, preservation, support, loyalty: custodian, care taker, keeper.
* ***Manaʻolana*** – Hope, confidence, expectation; to hope.
* ***Pono*** – Goodness, uprightness, morality, moral qualities, ethical, correct or proper procedures, excellence, well-being, prosperity, welfare, benefit, behalf, equity, sake, true condition or nature, duty; moral, fitting, proper, righteous, right, just, virtuous, fair, beneficial, correct; should, ought, necessary.

**Institutional Learning Outcomes**

To qualify for graduation, students demonstrate the following abilities at a level of rigor appropriate for their degree:

* Apply essential skills and knowledge of a technical or academic field to perform tasks, address challenges, and solve problems
* Address social, environmental, or economic issues through work that exemplifies effective interaction in real-world situations
* Integrate multiple perspectives and a broad context of understanding to interpret problems, issues, and artifacts
* Solve problems utilizing mathematical models, methods, and effective quantitative reasoning
* Write and speak effectively to convey ideas that meet the needs of specific audiences and purposes
* Apply creativity and analytical thinking to convey ideas, address challenges, and seek solutions to problems
* Find, evaluate, and share information effectively and responsibly

**Mission and Vision of the Program – Lanai Education Center (LEC)**

Lanai Education Center strives to provide the same quality educational experiences provided at the main UH Maui College campuses to the Lanai students, so the students in our community will receive the instruction, and support they need to be successful in college and beyond. LEC will continue to provide high quality credit and non-credit educational opportunities to a diverse cultural, social, and economic community.

1. ***Quantitative Indicators – Table 1***  
     
   LEC Program will provide data for the programs demand indicators for the year 2014-2015.

|  |  |  |
| --- | --- | --- |
| **Demand indicators** | AY 13-14 | AY 14-15 |
| *Unduplicated Student Enrollment*  FALL  SPRING  SUMMER | 48  41  25 | 31  37  16 |
| *Full-Time Equivalent (FTE) Enrollment*  FALL  SPRING  SUMMER | 19.8  16.9  3.9 | 12.6  12.3  4.4 |
| *Student Semester Hours (SSH)*  FALL  SPRING  SUMMER | 297  254  59 | 189  185  66 |
| *Number of Classes Taught – LIVE*  FALL  SPRING  SUMMER | 3  2  2 | 1  0  2 (Hybrid) |
| *Number of Students Taking Internet Classes*  FALL  SPRING  SUMMER | 24  25  0 | 19  26  0 |
| *Number of Students taking HITS/SKYBRIDGE CLASSES*  FALL  SPRING  SUMMER | 17  14  0 | 19  11  16 (Hybrid) |
| *Number of Students taking LIVE Classes*  FALL  SPRING  SUMMER | 19  19  25 | 3  0  16 |
| *Number of Running Start/Early Admits*  FALL  SPRING  SUMMER | 9  0  10 | 4  3  16 |
| *Number of Computer Lab Users* | 1245 | 754 |
| *Number of COMPASS test takers* | 73 | 135 |
| *Number of Proctored test takers* | 181 | 113 |
| *Number of Academic Advising with Counselor* | 40 | 45 |

|  |  |
| --- | --- |
| **Additional Services Provided** | AY 14-15 |
| *Tutoring* | 62 |
| *Accommodation for UH and Community Meetings* | 201 |
| *Assist with FAFSA* | 31 |
| *Assist with Admissions* | 83 |

|  |  |  |
| --- | --- | --- |
| **Effective Indicators** | AY 13-14 | AY 14-15 |
| Successful Completion C or Higher  FALL  SPRING  SUMMER | 38  30  23 | 30  36  16 |
| *Persistence (Fall to Spring)* | 23 | 23 |
| *Unduplicated Associate Degree Awarded* | 3 | 3 |
| *Unduplicated Certificate Awarded* | 17 | 2 |

Analysis of LEC program from Table 1 indicates that LEC continues to provide student support services and counseling. Through a combination of live, interactive tv, cable and internet; students continue to be able to meet the requirements needed to earn a degree.

1. ***Goal and Outcome Achievement***The UH Maui College Outreach centers have agreed on the following common goal. Outreach centers will strive to duplicate the quality educational experience provided at the main UH Maui College campus so the students in our communities will receive the instruction and support they need to be successful in college and beyond.  
     
   Lanai Education Center being the only higher education institution on the island has always been pro-active in addressing these areas to help students succeed:  
   1. Providing constant wrap around services to the student and community. LEC provides academic counseling, test proctoring, assist in admission, registration, completing financial aid forms, etc.  
   2. Recognizing students’ success and partnering with community agencies to ensure that students have necessary resources to achieve their goals.  
   3. Building closer rapport with Lanai High and increasing Running Start and Early Admits.  
     
   As indicated in Table 1 above, LEC continues to assist students in admissions, registration, counseling, proctoring exams, tutoring – providing “wrap-around service”. By providing these services, we can see that students are able to achieve C or better grades, we are able to retain students, students are able to earn their degree, and students feel that LEC is a safe environment for learning. Being a distant education institution it can be a challenge for students to finish their degree. Some of the challenges we face are not having the scale enrollment numbers to offer the classes due to being a small community, classes are not always available, conflict with work schedules, and financial difficulties. It is always a challenge to find LIVE instructors to offer classes because they do not meet the MQ or DQ. Services that LEC receives from UHMC campus sometimes are delayed; students’ questions are not answered in a timely manner. LEC staff tries to stay on top of the latest changes in policies and procedures so we are able to answer the student’s questions in a timely manner, but sometimes the information does not trickle down to outreach.   
     
   As LEC students succeed in earning their degree or certificate, we do hold a recognition program every two to three years. Upon receiving their degree, we do recognize the student in our local monthly paper Lanai Today. LEC works actively with community resources to promote education among all ages. Lanai is such a small community it is difficult to achieve success just through one entity. We are constantly collaborating with agencies to provide a more rounded educational institution for the community.  
     
   Because of grants and collaboration with others, we have increased awareness in the high school and community of the benefits of dual enrollment. As high school students are able to take college classes, they can earn college and high school credits. More families on Lanai are taking advantage of these opportunities. From the being of the grant in May, 2015, students that have participated in dual enrollment, some of them will have earned 12-30 credits before they graduate and leave Lanai.  
     
   The goals for 2014-2015 were to:  
   1. Recruit and coordinate with UHMC, LHES, and Pulama Lanai a means to increase awareness of Running Start, Dual Credits, and Early Admits.   
   2. Prepare students for the COMPASS testing so they can be placed in the appropriate courses.  
   3. As the economy shifts, to be able to assist business in workforce training, helping in upgrading employees’ skills, and possibly earn a degree.  
     
   LEC has meet most of the above goals for 2014-2015.   
     
   Running Start and Early Admits continue to grow. Hopefully we can continue to secure financial assistance for the sudents.   
    Lanai High School Seniors 28 students – 18 have started to take college classes =64%  
    Lanai High School Juniors 45 students – 17 have started to take college  
   classes = 37%  
   These Dual Enrollment statistics show a positive position for the program.  
     
   LEC has offered COMPASS testing to help students be placed in the appropriate courses. LEC has offered online website to help students study, and also provided COMPASS test books for students to borrow and study. COMPASS testing has increased due to students are able to retake the test in a more timely manner.  
     
   LEC has met with Pulama Lanai and Four Season to offer programs and classes in workforce development. As of date, that conversation is at a standstill, as to Four Season is not sure when they will be reopening the resorts. LEC will continue to touch base with them.
2. ***Budgetary Considerations and Impact***Capital – LEC is housed in a commercial rental space from Pulama Lanai. Any maintenance or landscaping needs to be done by LEC staff. The building is in need of fixing. There is a major termite problem and sometime rodent problem. A CIP needs to done to assess the safety of the facility.  
     
   Operational Staff – Full-time operational staff consist of a Coordinator and Office Assistant. When one staff is sick or on vacation, the other staff member is covering the center from 8:00 am – 9:00 pm during regular semester sessions. A casual hire or .5 FTE additional staff would be helpful in the daily operations of the facility.  
     
   Maintenance – Again LEC is requesting a .5 FTE Maintenance, Janitorial and Landscape position. All repairs and upkeep of the facility falls on the coordinator and office assistant. This is becoming a major safety issue and health issue.

Student Support Services – Counseling is done by a shared Molokai counselor who is only able to come once a semester. Although we do Skype or phone academic counseling sometime the students would prefer to see the counselor face-to face. If the budget for travel for the counselor could be increased it would be helpful to keep the students on track.  
  
Supplies – With the students and community members that utilize the computer lab, computers need to be replaced probably within this year. The current computers are 5 years old. The computer technician that is housed on Maui, can only do so much. The computers used by the Coordinator and Office Assistant will also need to be replaced soon within this year.

1. ***Community Engagement***LEC has always partnered with community agencies to provide the best high educational resources to the community. The Lanai Advisory Board is a major component that needs to be restructed with new members.   
   Below highlights some of the activities the LEC have participated in 2014-2015.  
   1. Pulama Lanai Dual Enrollment Grant – LEC was awarded a $100,000.00 grant from Pulama Lanai to provide Dual Enrollment courses for Lanai High School. LEC recruited students, lecturers, and proved wrap around support for the students. The grant started in March of 2015. LEC held two informational sessions with students and parent. Recruited 16 students to participate in the Summer hybrid classes. Fall 2015, recruited 29 students.   
   2. Hookui – Partnered with UH Manoa Center on Disabilities Studies to assist Native Hawaiian High School students to enter Dual Enrollment Program. They are able to assist with tuition, books and tutoring. There are 13 students receiving assist from this program.  
   3. Mo’olelo o Lanai – Assisted with summer school activities at Lanai Elementary School. UHMC staff provided help in Hawaiian language and stories.  
   4. Scholarship ‘Aha 2015 – UHMC facilitated and coordinated the annual Scholarship ‘Aha at LHES in partnership with Native Hawaiian Education Association and Office of Hawaiian Affairs. There were 110 participants, consisting of students from grades 9-12, parents, and educational institution recruiters.  
   5. Lanai Culture & Heritage Center and Native Hawaiian Education Grant – LEC staff assisted in teaching Hawaiian Language in the community and at Lanai High. There were 10 high school students and 30 community adults and students. LEC also volunteered and read Hawaiian books to elementary students mostly in grades K-5.  
   6. University Center – Maui offered through HITS a Degree Preparation Workshop. There were 8 students that attended. Out of those 8 students, 3 have gone on to West Oahu to pursue their bachelor degree.  
   7. LEC is part of Lanai Changes. Lanai Changes is non-profit organizations that assist in providing services in grant writing and facilitating workshops in issues that concern the community. LEC participated in the Talk Story about LHES and how the community can help LHES to review their academic and fiscal plan.  
   8. LEC partnered with Na Pua Noeau on a family activity called La ‘Hana Mea ‘Ai. LEC staff shared how to prepare Hawaiian foods in the Hawaiian Language. Also LEC assisted in Makahiki Games. There were over 60 participants of all ages for both events. LEC assisted in the Pa Ola Hawaii, Health Fair for the community. This was to help students look at health careers and pathways as an option.  
   9. Office of Hawaiian Affairs – LEC participated in discussions with OHA on the Kakaako Project in Oahu and how those funds can be used statewide and what Lanai needs are.  
   10. LEC recruited 2 participants in the Cyber security Workshop for Teachers from Lanai. Teachers had the opportunity to go to UHMC campus.  
   11. The Lanai Mural Project – LEC had the opportunity to participate in the development of a mural project at LHES. This was the first project of its kind, involving the partnership of many community entities. The students were involved in researching the history of places on Lanai and they were able showcase the work and stories to the community.  
   12. FAFSA Assistance – LEC offered FAFSA assistance to students and community at several workshops and also did one on one sessions.  
   13. LEC tenure staff, participated in 3 TPRC in Oahu.  
   14. Sustainable Hawaii Youth Leadership Initiative (SHYLI) – LEC helped with recruitment of college students to be mentors for the high school students. Two LEC students participated.  
   15. LEC assisted in providing tech support for the House District 13 Nominating Committee.  
   16. LEC with the Lanai Advisor Board held an informal introduction meeting for the UHMC Chancellor Lui Hokoana on Lanai.  
   17. LEC sponsored a Mele & Moolelo evening with Hokulani Holt Padilla at the Lodge at Koele. It was well attended and inspiring for the community.  
   18. LEC staff participated in the Native Hawaiian Business Development Empowerment Workshop to learn about federal funding to help start or grow a business.  
   19. LEC continues to work with Maui Economic Board to offer the Core Four Business Planning to community members so they are able to start their business plans.  
   20. LEC assisted UH West Oahu to conduct personal advising appointment with students from Lanai interested in West Oahu. There were at least 8 students that came in to meet the counselors.  
   21. LEC staff attended NOAA grant writing workshop to learn about NOAA grant process.  
   22. LEC staff participated in the forum announcing the five candidates for chancellor.  
   23. EOC and TRIO – LEC attended the Program Advisory Committee meetings.  
   24. LEC attended Community Update Meeting and Informational Meeting held by Pulama Lanai. These informational meeting is a way to update the community of Pulama Lanai projects.  
   25. LEC attended the 50th UH Community College Gala Celebration in Oahu. It was exciting to see fellow colleagues receive recognition for their hard work.  
   26. LEC staff assisted with the Na Pua Noeau May Day Program. Staff provided assistance with Hawaiian Language pronunciation and translation. Staff was also a judge at the program.  
   27. LEC staff provided consultation, instruction and research for the E Ike Hou Summer Program with high school students. This was in partnership with the Lanai Culture & Heritage Center 4 week summer program.   
   28. LEC initiated discussion with Four Seasons and Pulama Lanai on workforce training for Four Seasons workers who are currently working in the community due to renovations at the resorts. This is still an ongoing discussion.  
   29. LEC continues to participate in various meetings such as; Department Chair/Outreach Meeting, Budget Meetings, ePlan Scheduling, Distance Learning Planning Program, EOC Program Advisory, etc.  
   30. LEC attends Office of Hawaiian Affairs Board and Budget meeting to learn about the updates for our Native Hawaiian students.  
   31. LEC works with College and Career Network in helping the students on career planning, college offerings, scholarships, and college visitations.  
   32. LEC partnered with EdVenture and Pulama Lanai, to offer non-credit GIS class to upgrade employees’ skills.
2. **Recognized and Support Best Practices**  
     
   LEC best practice is to always offer wrap around services to the students and community. Not all families have computer and internet access at home, so we are able to offer that service to them.  
   LEC is the liaison for the UH System services. We offer assistance to students who also attend other UH System campuses.   
   LEC continues to keep an open door policy and provides a safe learning environment for the students and community.  
   LEC has become like a one-stop center for the community.