

**Suzette T. Robinson**

**Education**

University of Hawai'i at Manoa, Honolulu, HI, Curriculum and Instruction, M.Ed.  
University of Hawai'i at Manoa, Honolulu, HI, Elementary Education, B.Ed.  
University of Hawai'i Maui College (formerly Maui Community College), Kahului, HI,  
AA Liberal Arts,

**Professional Profile**

2019 Retired

2018-present Interim Chancellor  
Leeward Community College

Duties: Provides leadership and oversight of all units, including academic, academic support, student affairs, institutional support, and continuing education. Have had conversations with all units at the Leeward Community College, including but not limited to, the faculty and staff at Waianae Moku Education Center, Campus Council, division chairs, non-credit personnel, and unit heads. As the Chief Executive Officer of the college, represents the Leeward Community College within the community and acts on behalf of the College. Working with UH Foundation, have established an Ambassadors' Program to enlist the support of community members who are familiar with Leeward Community College and some of its programs. Serves as the College's liaison officer to the UH President's staff, the Board of Regents, and State Legislature. Have attended state legislature information briefings and have provided legislators with information when requested.

2010-2018 Director of Academic Programs  
University of Hawai'i System Office

Duties: Provided leadership around UHCC system-wide initiatives such as student success (guided pathways, co-requisite program redesign, integrated student support), online tutoring, early alert, business sector convening, and career and technical education. Served as UHCC liaison on UH system initiatives such as Complete College America, Hawai'i Graduation Initiative, and Prior Learning Assessment program. Serve as Principal Investigator for National Science Foundation grant, "Building Relationships to Increase Diversity and Gender Equity" in Hawai'i's two-year college system.

2006-2010 Vice Chancellor for Academic Affairs

University of Hawai'i Maui College

Duties: Served as principal academic officer, overseeing academic planning, program review, and curriculum development. Oversaw the writing and implementation of the college's strategic plan, including the revision of the College's mission and vision statements. Coordinated the development and launching of two bachelors' program, Applied Business and Information Technology and Engineering Technology programs. Acted as liaison with fellow academic leaders in the UH system as well as community and business leaders. Responsible for budget preparation and management. Provided leadership in all aspects related to academic standards and policies.

2005-2006 Assistant Dean of Instruction

University of Hawai'i Maui College

Duties: Planned, organized, and directed the day-to-day operations of the academic unit. Collaborated with department and division chairs on issues such as scheduling of courses, curriculum proposals, and catalog preparation. Assisted with the drafting of college-specific policies. Assisted with the preparation of budgets and monitoring of expenditures. Served as a resource for issues related to the academic programs. Participated on councils, committees and boards both on campus and in the community.

2003-2005 Director of Continuing Education and Training

University of Hawai'i Maui College

Duties: Directed operations of the non-credit programs. Oversaw the development of courses for continuing education and training. Developed and implemented strategies to attract students and to maintain a self-sustaining budget. Worked with local businesses to provide customized training for employees. Collaborated with credit programs to help students transition from non-credit to credit programs. Oversaw the management of the English as a Second language program. Two years later, the program still faced financial challenges but had a plan of action, which in subsequent years showed financial stability.

2000-2003 Interim Dean of Instruction

University of Hawai'i Maui College

Duties: See duties of Vice Chancellor for Academic Affairs

1997-2000 Department Chair Language Arts

University of Hawai'i Maui College

Duties: Responsible for the day-to-day operations within the Language Arts department. Worked with faculty to plan course schedules, to manage the department's budget, and to develop curriculum and/or programs. Handled all Language Arts personnel actions, including hiring of lecturers and full-time faculty. Was the first step when dealing with

any student or faculty academic grievances. Supervised department secretary. Hired Language Arts faculty who later became division chairs and took on other leadership roles such as serving as the campus' accreditation chair.

1990-2000 English Faculty  
University of Hawai'i Maui College

Duties: Responsible for teaching a full load of English/study skills classes each semester. Participated in campus activities, including serving on hiring screening committees, curriculum committee, and budget development committee. Sought opportunities for professional development to ensure continuous improvement of curriculum and implementation of best practices in the classroom.

1978-1990 Learning Center Director  
University of Hawai'i Maui College

Duties: Responsible for the operation of the Learning Center which included its primary services of tutoring and testing. Provided customized workshops on study skills, focusing on time management, priority setting, and reading comprehension. Supervised professional staff and student assistants.

**Grant Activities:**

Serve as Principal Investigator for NSF ADVANCE grant, Building Relationships to Increase Diversity and Gender Equity (BRIDGE). This \$1.1 million, 5-year grant, provides resources to recruit, retain, and advance women in STEM disciplines within the University of Hawai'i community colleges.

As Vice Chancellor for Academic Affairs at the University of Hawaii Maui College, administered and managed multiple federal and state grants, including grants from the U.S. Dept. of Education and the U.S. Dept. of Labor.

**Recent Accomplishments:**

Assisted with, and in certain instances, led the activities that resulted in the restructuring of the developmental education English and math programs. All seven colleges have implemented some form of the co-requisite model for the English and math programs. These models are under review to determine their effectiveness in supporting student progress and success.

Coordinated with banking sector representatives to develop the Universal Banker program, which was launched in July 2017. The Universal Banker program was requested by the bankers at the first state sector convening, an initiative which creates partnerships between business and education. The bankers requested a program to

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transition bank tellers into universal bankers, a higher level position requiring additional, and in some instances, more sophisticated skills.