Council of Chief Academic Officers  
Meeting Summary

September 30, 2015  
Bachman 113  
10:00-2:00 p.m.

Present: Katy Ho (Hon CC), Matt Platz (UHH), Joni Onishi (Hawaii CC), Louise Pagotto (Kap CC), Mike Pecsok (Lee CC), Ardis Eschenberg (Win CC), David Grooms for John McKee (UHMC), Reed Dasenbrock (UHM), Doris Ching (UHWO), Jim Dire (Kau CC), Peter Quigley (UHCC System), Risa Dickson and Joanne Itano (UH System)

Guests: April Goodwin (UHM); Jan Ray, Kelli Okumura, Roberta Barra and Michele Ebersole (UHH); Chris Manseri and Violet Murakami (Haw CC); Charles Sasaki and Ross Langston (Win CC); Matt Fulmer (Kau CC); Daniel Kruse (UHMC); Sharla Hanaoka and Maile Sing (UHWO); Taui Fernando and Chris Lee (ACM UH System); Hae Okimoto (ITS); Cheryl Chappell-Long (UHCC System); Susan Nishida (UH System)

Announcements

GE Core Requirements: Haw CC has adopted UHH GE core.

Smarter Balanced Scores: 11th grade scores shared, implementation memo located at http://www.hawaii.edu/offices/aa/aapp/cms/MemotoCoCre_11thGradeSmarterBalanced-31MAR15.pdf

Summer 2015 SZPARTI (automatic processing of UH transfer credits) results shared.

New Program Proposal, AS in Creative Media, Haw CC, Kau CC and UHMC

Faculty from the three CCs provided an overview of the proposed degree. Suggestions to strengthen the proposal include: review job market data as it seems overly broad; add articulation agreement with pathways; review cost templates; may want to have more consistency across the three proposals (format, types of jobs, etc.); correct narrative on draft/approved BAS at UHWO. According to VP Dickson, BOR is concerned about duplication, cost and articulation and distance learning. Proposal to be reviewed by VP Dickson before submission to President’s office.

Provisional to Established, MA in Teaching, UH Hilo

This is a licensure degree after the first year. 21 of 22 students from the first cohort are employed as teachers. Although it was originally planned to be a distance delivered program, the loss of two faculty has resulted in only a face to face offering. With the hiring of replacement faculty, plan to develop distance delivery. Program review is scheduled. Will bring back to CCAO after program review completed.
Length of Provisional period for new Certificate of Achievement and Associate degrees

CAOs supported changes to the length of the provisional period for new CA and associate degrees from 150% to 200%; 150% remains for bachelor and graduate degrees. Joanne will draft the change.

Provisional to Established, BBA in Accounting, UH Hilo

Bobby presented the BBA in Accounting proposal. Suggestions to strengthen the proposal include: need to add number of graduates/degrees awarded and where graduates are employed, revise or eliminate Table 1, may want to provide additional details about cost template. Proposal should include program review. CCAO endorsed proposal.

Win CC, CA in Vet Assisting to be offered on UHMC

Charles Sasaki reviewed the substantive change proposal to offer the CA in Veterinary Assisting at UHMC to a cohort of students. Have been working with Maui Humane Society and veterinarians on Maui. Program to start Fall 2016, supported by grant.

Based on number of veterinarians in a county, Hawai‘i island is likely the next offering. Faculty met with UC directors last month.

Academic Program Actions Summary

Group reviewed spreadsheet detailing academic programs and provided updates to new programs no longer being worked on. Susan and Melissa will update spreadsheet with revisions.

Course Evaluations System Update

April Goodwin and Hae Okimoto provided an overview of the committee’s work. Proposes that course evaluations in the faculty section are sent to the department/division chair. UHPA did not respond to consultation. Hae/April to make revisions based on comments and send to Risa. CAOs to review concept paper before Risa takes it to President/Chancellors and requesting consultation with UHPA.

http://www.hawaii.edu/offices/aa/aapp/ccao/CES.CCAO.9.30.15.pdf

Follow up Collection Efforts and Unpaid Tuition

Hae highlighted changes made this year to help with decreasing the number of students with outstanding balances. Will ask Stuart Lau, University Registrar from UHM, to report on their new no show process and policy implications for October CCAO meeting.
UCA Representatives

Joni Onishi and Reed Dasenbrock (Debbie Halbert) volunteered to serve as CCAO representatives for 2015-16.

Next Meeting

October 26, 2016, 10-2, Bachman 113