Council of Chief Academic Officers
Meeting Summary

October 24, 2012
Bachman 203
10:00-1:00 p.m.

Present: Russell Uyeno (Hon CC), Kenny Simmons (UHH), Joni Onishi (Hawaii CC), Louise Pagotto (Kap CC), Mike Pecsok (Lee CC), John McKee (Maui College), Richard Fulton (Win CC), Reed Dasenbrock (UHM), Jacque Kilpatrick (UHWO), Suzette Robinson (CC System), Linda Johnsrud, Joanne Itano and Susan Nishida (UH System)

Guests: Krystyna Aune (UHM), Bruce Mathews and Ken Morris (UHH)

Banner Advisory Council

Louise reported that purge dates have been set for 12/7/12 for spring 2013 and 7/19/13 for fall 2013. A preregistration checklist for likely implementation for fall 2012 registration is in development. It will include verification of current address, confirming of veteran status, educational goals (CCAO input is requested), a message about 15 credits, etc. David Lassner reported on the Council of Chancellors’ retreat. Goals established include STAR as the arbiter of graduation requirements (if STAR shows that the student’s record indicates meeting degree requirements, the degree is awarded); common course numbering; centralized transcript evaluation (Lui has set up a group to work on this; will report at the joint meeting of CSAO, CCAO in December 2012) and support of the curriculum management software (exploring the Kuali curriculum management software).

List of Foundations Approved Courses

A list of approved F courses (http://www.hawaii.edu/offices/app/aa/afc/) is available. All Foundations Board chairs from the 8 participating campuses are able to log in to update the list. Hon, Kap, Kaua’i and Win CCs and UHWO are asked to update their list. Names for those who may be authorized to enter courses should be sent to Susan (susansyn@hawaii.edu). It may be useful to add a link to UHH’s basic requirements page.

Transfer Data

IRAO has posted official transfer data (https://www.hawaii.edu/institutionalresearch/transferReport.action?reportId=MAPS_TRANSFE R_NARRATIVE). This is official transfer data of the UH System.

ATP – BS in General Engineering_UHH

Three concentrations are planned in instrumentation, food technology and renewable energy. The rationale for the program is to support statewide and Hawai’i island workforce needs. Selected upper division courses will be offered by distance from the UHM College of Engineering. The proposed degree is aligned with the pre-engineering curriculum at UHM. Suggestions for program proposal include: develop more specific program SLOs; include all
appropriate CCs in terms of transfer; add intent to participate with MOA with ASNS with concentration in engineering; explain how the significant planning funding was spent; describe clearly how will support new faculty FTE and infrastructure costs; include letters from industry that will hire these graduates and how locally educated engineers are preferred over mainland hires who often leave within two years; describe the distance delivered aspect clearly and include a MOA between UHM and UHH. CCAO endorsed the ATP.

Quantitative Gen Ed Requirement

ACSCU is proposing a change in their standards that states quantitative reasoning as a gen ed requirement and the current FS requirement does not meet this standard. Currently UHH, UHMC and UHWO have a quantitative gen ed requirement. After WASC approves the changes, Linda will prepare a memo on behalf of the CAOs regarding the need to revisit the FS requirement and will convene a working group to prepare recommendations addressing the issue of what the college educated graduate should demonstrate in this area. Suggestions for inclusion in this workgroup are those involved in innovative courses that currently meet FS with a quantitative component in the course and a broad representation across the UH campuses.

Provisional to Established List

The list of degrees and their established due dates were reviewed. Campuses are urged to bring forth programs in a timely manner. The list is part of the Academic Program Action report which is submitted to the BOR on an annual basis.

Workload for 11 Month Faculty

There are agreed upon guidelines for workload for CC faculty. The issue of teaching for 11 month faculty in the summer was discussed. This is a concern for the CCs at this time. The CC CAOs will discuss and decide to follow up with John Morton or Dwight Takeno. This is a contract issue and will need to be negotiated with UHPA.

15 to Finish

Data shared with campuses. Congratulations to all campuses on their efforts in this area. UHM reports that their missed registrations declined from 20,000 to 3,000 from fall 2010 to fall 2012. Their premier registration process changed from 12 credits and you may add more to 15 credits and you may drop. 55% of freshman in fall 2012 participated. Campus now controls classroom space and financial aid is awarded earlier. Waitlist function is on for all courses. UHH is up to 12 credits for fixed schedules. UHWO has a robust offering of courses for freshman, responding to closed waitlist courses, embedded the 15 credit message in NSO and has mandatory freshmen advising. Target is on the students who take 12-14 credits (almost 50% of freshman students at all UH campuses). Campuses are encouraged to review their NSO materials to ensure that 15 credits is the upper limit rather than 12 credits. Consider incentives such as 3 credit scholarship for completion of college math in the semester following the successful completion of the dev ed math course. If 15 credits/semester does not work; target is 30 credits/year (enroll in summer school).
Summer school tuition will need to be decided in the next few months. Summer 2012 data will be available shortly. Besides “regular tuition” for dev ed courses, may consider a continuing student tuition and a resident/nonresident tuition.

**HGI Summit II Follow Up**

Star Advertiser is interested in doing an article on action plans. Please submit them to Joanne. It does not appear as if the action plans will come as a group from CCA.

Suggestions for follow up – want to keep the momentum going
- Do an analysis of actions plans, for commonalities.
- Cross campus meetings may be needed based on this analysis.
- Consider a convening in May 2013
- Bring Larry Abele for four year campuses and Donna Linderman for two year campuses back to Hawai‘i. Win CC is interested in Donna Linderman for their Jan 2013 convocation. CCA offered to support consultants for another Hawai‘i visit. Joanne will follow up. Richard will discuss with CC AAA group regarding their interest. Suzette asked that CC System office be keep in the loop as they may also be able to support.

**Prior Learning Assessment**

Suzette provided an update. There are policies and procedures drafted and a FAQ. She has met with registrars, CC faculty senate chairs and will be on the November 2012 ACCFSC agenda. The steering group is a very engaged working group.