March 14, 2012  
Bachman 113  
10:00-2:00 p.m.

Present: Erika Lacro (Hon CC), Randy Hirakawa (UHH), Joni Onishi (Hawaii CC), Patricia O’Hagen for Louise Pagotto (Kap CC), Mike Pecsok (Lee CC), Jon McKee (Maui College), James Dire (Kau CC), Richard Fulton (Win CC), Reed Dasenbrock (UHM), Joe Mobley (UHWO), Suzette Robinson (UHCC), Linda Johnsrud and Joanne Itano (UH System)

Guests: Krystyna Aune and John Stanley (UHM), Cheryl Chappell-Long (CC System), Pearl Iboshi Imada and Karen Lee (UH System), William Ditto, Brian Taylor and JoAnn Leong (UHM), Kay Ono, Ron Umehira and Patrice Jackson (LeeCC), Dorinna Manuel-Cortez (Haw CC), Noenoe Wong-Wilson (Haw CC), Kahele Dukelow (Maui College), Tracie Losch (Lee CC), Keala Losch (Kap CC), Ka'imili Summers (Kaua‘i CC).

ATP – AS in Natural Science from Win CC, Haw CC, Kaua‘i CC and Hon CC

This is a no cost program as all courses are currently taught. UHM considers this an important transfer degree to graduate more students in STEM programs. It is suggested that all program proposals be consistent in the core courses with the existing ASNS degrees. Kau CC’s proposal includes a marine science concentration as they have a private donation to hire a marine science faculty. Hon CC will revise their ATP using the ATP template. Win, Haw and Kaua‘i CCs ATP are endorsed by CCAO.

Kap CC has approved an engineering concentration. Joanne will follow up with an articulation agreement between Kap, Lee and UHM College of Engineering which will allow graduates with the ASNS with a concentration in pre engineering to be admitted to UHM College of Engineering.

Program Proposal AA in Hawaiian Studies – all 7 CCs

This proposed degree includes general education core, a Hawaiian studies core (14-22 credits) and Hawaiian related electives. A common set of PLOs will be developed. Degree is to align with UHM degree in Hawaiian studies (60+60). A letter from UHM supporting the AA in HS would strengthen the program proposal. Haw CC AAHS tracks to UHH’s degree in Hawaiian studies degree. Haw CC and UHH are working on transfer of Hawaiian language credits. Other suggestions to strengthen the program proposals are to include a 4 semester plan; use a similar format (would suggest appendix b of E5.201 http://hawaii.edu/apis/ep/e5/e5201.pdf, page 9-10; the 7 questions as the major headings); include some measure of student interest; for the gen ed core, should the AAHS have the same general education core requirements as the AA in liberal arts? E5.209 states that completing the AA meets GE core requirements at any UH campus. Will differences impact this agreement? A common approach to the cost template is suggested since Hawaiian studies courses are taken by non majors.
Other items to consider:

- Haw CC’s proposal states that the program outcomes are the same as the AAS in Hawaiian lifestyles. Why would two degrees with the same PLOs be necessary?
- Hon CC’s proposal requires Hawn 101-202 and HWST 107 which must be taken at Hon CC. Since these are courses are offered at other CC campus, is this a concern?

Suzette will convene the group to work on the AAHS proposals. Plan is to submit to May 2012 BOR.

Program proposal – UHM MS and PhD in Marine Biology

Brian Taylor, William Ditto and JoAnn Leong provided an overview of the proposed degrees, which is the second inter college degree program at UHM. There is a search for an endowed chair and two faculty in marine biology. Four new GAs have been designated for marine biology. CCAO endorsed the proposal. Plan is to submit for May 2012 BOR.

Common Core State Standards and Smarter Balance Assessment

Karen Lee provided an overview of CCSS and the Smarter Balance assessment. We will need to define college readiness. Math and English summits will occur in the near future. Higher education faculty will be involved in the development of the assessment. Teacher preparation regarding CCSS and the assessment is necessary. UHH has a NSF project that develops math majors into math teachers. P20 may wish to visit with them. Randy Hirakawa offered to facilitate a visit. On March 20, 2012 representatives from Smarter Balance and NGA will be visiting. CAOs and appropriate faculty are invited. On April 20, 2012 there is a writing summit, please submit faculty names to Karen. A workshop in Fall 2012 to bring awareness of CCSS and Smarter Balance is being considered. Karen Lee will follow up with Kathy Matayoshi on the idea of bringing together high school principals and UH administrators on this topic.

UHM Peer & Benchmark Institutions

Reed Dasenbrock and John Stanley reviewed the process UHM used to identify a list of peer and benchmark institutions considering student characteristics and research parameters. This is a replicable process that may be used by other campuses.

A process to approve new peer and benchmark institutions was identified. The campus prepares a report using the process developed by UHM. IRAO is available to assist. Results reviewed by CCAO and IRAO and list approved by EVPAA/Provost.

The UHM list of peers and benchmark institutions is approved. IRAO will update their report on peer and benchmark institutions. Thanks to UHM for the development of this valuable process.

ATP – Health Information Technology Lee CC
Kay Ono, Patrice Jackson and Ron Umehira provided an overview of the ATP. It is grounded in records management. Kap CC is building a similar program building on the CA in medical assisting. Both programs will prepare students for similar occupations and both will seek accreditation. However, there are likely no common courses. If additional faculty are needed, this will be accomplished by internal reallocation. Both programs plan to submit for the May 2012 BOR meeting. The ATP from Kap CC will need to reviewed by CCAO.

CCAO endorses the Lee CC ATP in Health Information Technology.