April 14, 2010  
Bachman 113  
10:00-2:00 p.m.

Present: Erika Lacro (Hon CC), Phillip Castille (UHH), Noreen Yamane (Hawaii CC), Louise Pagotto (Kap CC), Mike Pecsok (Lee CC), Ramona Kincaid (Kaua‘i CC), Suzette Robinson (Maui College), Richard Fulton (Win CC) Reed Dasenbrock (UHM), Linda Randall (UHWO), Peter Quigley (UHCC), Linda Johnsrud and Joanne Itano (UH System)

Guests: Brian Richardson (Win CC), Violet Murakami (Haw CC), Steve Singer (Kap CC), Ann Coopersmith (Maui College), Hae Okimoto and David Lassner (ITS)

Mahalo and Aloha

Thank you to Suzette Robinson as she transitions from VCAA, UH Maui College to the CC System Academic Affairs Office

Outsourcing Email

David Lassner indicated that outsourcing email to Google would reduce costs and improve services. Email has been outsourced to Google by many universities. It is free to universities and there are no advertisements. The current email clients may be used and there is much larger email storage with Google. OGC has reviewed the contract with Google. It is suggested that there be more active consultation with faculty. David will come to any of the faculty senate meetings to discuss this issue. He will be meeting with students on Saturday and will talk with IT staff across the system to inform them of this issue. There is an exit strategy as part of the contract where UH can opt out of the contract. When the Q & A sheet is completed, David will send it to Joanne for sharing with CAOs.

Kap CC – Program Proposal for Advanced Professional Certificate in Information Technology

Steve Singer provided an overview of this 18 credit certificate. It consists of 300 level courses. These courses will apply to the BAS-IT at UHWO. The MOU between Kap CC and UHWO is close to being signed by both campuses. Suggestions to strength the proposal offered. The CAOs endorsed the proposal.

What tuition should be charged for 300 level courses that are not part of an associate degree was discussed. For example, tuition for 300 level CC courses that are part of an associate degree is the CC tuition. UHMC charges UHH tuition for ABIT courses. There will be a new tuition schedule starting Fall 2012 and tuition for 300 level CC courses will be part of the discussion

UH Maui College – ATP AS in Natural Science
Fran Coopersmith provided an overview of the ATP. It is similar to Kap CC’s ASNS which currently has 189 majors. It may be helpful to include data on numbers who take science courses and transfer without degrees. Courses for which a CR is awarded are not transferable and the AS degree at UH Maui College does allow for CR grades. No WASC subchange is necessary as this is an associate degree. It may be helpful to contact John Rand at Kap CC regarding their experience with the ASNS. CAOs endorsed this ATP.

Hawai’i CC – ATP AS in Digital Media Art

Violet Murakami provided an overview. There is a certificate of completion currently in this area. Ten more courses have been developed. With the expense of digital media programs, it is suggested that Haw CC collaborate with UHM, Lee, Kap and Kaua‘i who is developing a certificate. The cost of maintaining labs for digital media programs was estimated at $100,000/year. The ART alpha will be used and the program will be patterned closely to Kap CC’s program. It was suggested the current digital media articulation agreement be reviewed and considered in course development (see http://www.hawaii.edu/vpaa/system_aa/articulation/DigMedArtAgreeApril2007.pdf). CAOs endorsed the ATP. The program proposal is planned to go to the BOR in September 2010.

It is suggested that a faculty discipline group meet. Campuses to be involved are UHH, UHM, Kaua‘i, Hawai‘i, Kap and Lee. This will be a joint UH and CC system project. The question of a system ACM was raised. Currently, Chris Lee reports to Jim Gaines.

Hawai‘i Graduation Initiative

Linda shared background information and the system perspective on this initiative. How can the system be helpful to the campuses? Coordination with AtD is essential as their goals are consistent with HGI and the CCs have been actively engaged in AtD since Fall 2004. Feedback to Linda is welcomed.

IPEDS – Creating a Custom Comparison Group for the 2009 IPEDS Data Feedback Report

Campuses are encouraged to use this to establish their own peer group for this specific report. Please send the list of campuses selected to Joanne or David Mongold. David will input the names into IPEDs and also review the names to determine its usefulness in replacing the current peer group. The list, if the campus wishes to change their peer group, is due June 15, 2010. The review of new peer groups by the UH system is necessary since a comparison of tuition of peer institutions is used as part of the tuition setting process.

Biennial Budget Policy Paper

Linda shared what she plans to present to the BOR tomorrow regarding a conceptual approach to the next biennial budget process. A portion of new monies will be provided for incentives/rewards for increased enrollment, transfer and graduation and PCRs related to workforce development and technology transfer. The ppt presentation will be shared with CAOs after BOR presentation (see http://www.hawaii.edu/offices/app/budget_policy_apr2010.pdf).
Authority to Waive Tuition

Linda reminded the CAOs that only the BOR may waive tuition. It is suggested that providing a scholarship may achieve the same purpose.

Changes to Established Programs

Linda reminded the group that in Chapter 5 of the BOR policy it states, *any changes in a program once granted established status or deviations from the original intent, purpose or design of the program must be approved by the Board.* It is suggested that as these possible changes come up, that they be shared with Joanne/Linda for review.

Next Meeting

June 7, 1-4 p.m. by videoconferencing.

**Sites:**
- UHM, Bachman 113
- UHMC, Kaaike 103
- UHH, LRC 361
- Kaua‘i CC, LRC 121