Council of Chief Academic Officers
Meeting Summary

March 9, 2005
Bachman 110
10:00-12 noon

Present: Linda Johnsrud (APP), Sharon Ota (Honolulu CC), Linka Corbin-Mullikin (Windward CC), Stephen Hora (UHH), Neal Smatresk (UHM), Peter Quigley (Leeward CC) Leon Richards (Kapiolani CC), flo wiger (Maui CC), Joanne Itano (APP), Chris Lu (APP), Sam Callejo (VP for Administration), Karen Lee (Office of the President)

Announcements:

Welcome to Chris Lu as Special Assistant in the office of the VP for Academic Planning and Policy.

Peter Quigley distributed the Proposal to Establish the Associate in Arts in Teaching Degree for Leeward CC for discussion at the March 23, 2005 CCAO meeting.

Maui CC will be sending an ATP for the Dental Hygiene program.

Tuition Briefing Update

Linda Johnsrud provided an overview of responses to the Tuition Briefings. As of 3/9/05, 13/25 briefings have been completed. Issues raised include: students ask how the additional revenue from tuition will be spent; faculty ask if increased tuition revenues will reduce allocations to campuses, expressed concerns about the technology fee for minimal users of technology and what the 20% system cut of the technology fee will be used for.

CurricuNet Update

Leeward CC has a similar product (Curriculum Central) that has fewer features than CurricuNet. Peter Quigley and Leon Richards to analyze the differences between the two programs and explore the cost and time of expanding Curriculum Central for use with all UH campuses. It is suggested that Stuart Lau, David Lassner, Gary Rodwell be included in the group to compare CurricuNet and Curriculum Central. A report at the April 9, 2005 CCAO meeting with a demonstration of Curriculum Central is planned.

Community College Program Review

CC Chancellors are preparing a presentation on Program Review at the next BOR meeting. Major concerns from ACCJC are inconsistency in Program Reviews across the CC campuses and the use of action plans to make appropriate changes including resource
allocation. There will be one response written for the “System” recommendations for all the campuses.

Program review is also an issue for the four-year campuses accredited by WASC. The current BOR and Executive policies are not consistent with accreditation standards. Chris Lu will review the BOR/Executive Policy on program review in relation to accreditation standards.

Authorization to Plan
CCAO is the mechanism to provide systemwide consultation on ATPs. Each campus (according to E5.201) approves their own ATPs. It was discussed that campuses may wish to have a more stringent process with ATPs to avoid having additional work completed on program proposals which may not be approved.

A consistent ATP format would be helpful. Joanne Itano to review ATP formats across the system and provide a draft format at the next CCAO meeting.

Definition of a Program
Linda Johnsrud will be meeting with Regent Bender regarding definition of a program. All board-approved programs are subject to program reviews. There is variation in how campuses conceptualize programs, certificates, concentrations, etc. It may be helpful to have a consistent method of organizing degrees, certificates, concentrations, an item for future discussion.

Alcohol Policy and Underage Drinking
UHH has already responded to the President about this. There is no issue with the CCs and UHWO as they do not serve alcohol on campus. For UHM, not serving alcohol at Manoa Gardens or at functions is not the problem as alcohol is only served to those >21 years. Stronger policies regarding underage drinking and enforcement of these policies are needed.

Next Meeting

March 23, 2005, 10-12 noon (videoconference)