Council of Chief Academic Officers
Meeting Summary

Bachman 113
10:00-2:00 p.m.
February 14, 2007

Present: Jim Goodman (Leeward CC), Suzette Robinson (Maui CC), Steve Hora (UHH), Neal Smatresk (UHM), Jerry Cerny (Honolulu CC), Louise Pagotto (Kapiolani CC), Steven Sylvester (UHWO), Linka Corbin-Mullikin (Win CC), Doug Dykstra (HawCC), Linda Johnsrud (OVPAPP), Flo Wiger and Mike Rota (UHCC), Joanne Itano (OVPAPP)

Guests: Sharyn Nakamoto (IRO), Harriet Miyasaki (Banner), Barbara Leonard (UHH) and Harry Hennessey (UHH)

Welcome

Jerry Cerny, Interim VCAA for HonCC, was introduced and welcomed. His appointment ends June 30, 2007. There is a current search for a permanent VCAA. The ad closes March 15, 2007.

Premajor Codes

Sharyn Nakamoto and Harriet Miyasaki provided an overview of preliminary work on premajor codes, Educational Codes and Career Interests. A student may have a primary and secondary major and could possibly complete this for both majors.

Dual admission and enrollment are coming soon with the pending articulation agreement between Kap CC and UHM. It is anticipated that this will be expanded to other CCs shortly after the first approval. This may impact how premajor codes are used.

Please take proposal to your campus for review/comment. All comments are due back to Sharyn Nakamoto by 3/14/07. The document is being updated by Sharyn and Harriet and will be circulated to CAOs for their use.

UHH ATP for BBA in Accounting

Hank Hennessey and Barbara Leonard provided an overview of this request. The CCAO endorses the ATP with suggestions that as the program proposal is developed, workforce information, articulation with CCs and plans for distance delivery of courses/programs be added.

ADP Update (see attached)

Linda provided an update regarding this project. The goals of the participation in this initiative are to align high school exit standards with college entry expectations in English and Math and to raise high school graduation requirements, particularly in math (3 years of math through algebra II). The $70,000 participation fee was paid by P-20; a
Castle Foundation grant will support travel to the 3 institutes and statewide meetings. This will be an ongoing project and a mechanism to ensure that the process is necessary. It will be important to include paid release time for faculty participation.

Please provide to Linda recommendations for faculty to participate in the first meeting (preferably someone who teaches business communication and Eng 100).

Curriculum Central Update

The CCs are committed to expand Curriculum Central for the CCs. They have about $75,000 to start the project. Kap CC has already designated someone to work on this. UHM is very interested and indicated that Gary Rodwell can work on extending Curriculum Central pending availability of resources. Discussion included waiting for the current legislature to end as there is a request in the Governor’s budget for $106,000 ($96,000 for technical assistance and $10,000 for supplies) for year 1; for year 2, $106,000 is requested to maintain the system. Joanne to share the proposal from Gary Rodwell with flo wiger.

Proposed Executive Policy on Security and Protection of Sensitive Information

A major concern is, will SSNs still be asked of students? It is needed to identify students who reenroll using different names (Section IV. States that its use will be phased out in all existing systems).

Other questions:

Pg. 3, section V. C. Users, Second paragraph, who will brief individuals on their responsibilities?
Pg. 5, section VII. A., last sentence. Should be only be for SSNs and revised to state, SSNs shall not be sent via email……
Pg. 8, section XI. A. this section is unclear, how will it be operationalized? What would be done if there is a positive background check? What is extensive?

Does policy have impact on IRO? Joanne to check with Sharyn Nakamoto and Cheryl Chappell-Long).

Comments will be shared with David Lassner and if the intent is that SSNs will no longer be collected, David will be invited to the March CAO meeting for further discussion.

NASH Initiative on Access and Success

The President and Chancellors are in support of participation in this initiative. System stretch goals are to be established (for example, if the state population is 23% Native Hawaiian (NH) and the UH NH student population is 13%, a stretch goal could be to increase NH population at UH by 5% (half the difference)). There is a need to establish data definitions, e.g., how will low income be defined so consistent data may be collected and if the data is readily available. It is important for each campus to establish its own goals. There was concern that the system would impose goals on each campus. Linda will work on definitions and goals and bring back to CAOs for discussion/feedback.
Draft Progress Report on UH System Response to WASC

This is posted and comments may be sent to Linda directly.

UHM ATP for PhD in TIM

Neal Smatresk provided an overview of this proposal. The CCAO endorsed the ATP with the suggestions that the need for the program, the source of funding and impact on other courses/programs be improved for the program proposal.

UHM BBA in Entrepreneurship

Neal Smartesk provided an overview of this proposal. Only a few courses would need to be added to complete this major. The notion that Hawai‘i is a small business state should be added to the rationale for the program. The number of majors and its growth over time should be included in the program proposal as well as addressing articulation among the UH system campuses. The faculty from these programs across the UH system have met to discuss articulation.

Extension of Refunds to Deployed Military Personnel (see attached)

Rep. Mark Takai asked to extend this benefit beyond Fall 2004 to deployed military personnel who are enrolled in a UH campus (memo from Pres. McClain dated 8/4/04) The CCAOs support this enthusiastically.

Maui Tech Fee

Suzette Robinson presented a proposal approved by faculty and students at Maui CC to establish a technology fee at $3/credit for a maximum of $36/semester. This fee would be applied to all students enrolled at Maui CC.

There was discussion that this should be a systemwide fee, not just one campus. It was suggested that this proposal be shared with the CC Chancellors for their discussion and also with the Student Caucus.

It may not be the best time to approve a new fee during the legislative session with requests related to technology. Another consideration is to submit a proposal to the BOR to establish a technology fee with a range and let each campus decide if they will institute it or not.

Linda to check on revision to the policy on fees that David Lassner and John Morton were working on.

Of interest to UHM and UHH is to remove the cap on tuition at 12 credits. Since the tuition increase schedule is to be reviewed at mid cycle, this would be a good time to revisit this cap, based on the outcome of the analysis of the tuition increase. Linda is working on this analysis.
Current Provisional Programs

The list of current provisional programs is posted at the CCAO website. The need for BOR approval for certificates was discussed. There was a revision of academic policies from several years ago. This may be time to revisit these policies. Linda to locate the document.