Council of Chief Academic Officers  
Meeting Summary

April 23, 2008  
Bachman 113  
10:00-2:00 p.m.

Present: Mark Silliman for Erika Lacro (Honolulu CC), Richard Fulton (Windward CC), Mike Pescok (Leeward CC), Phillip Castille (UHH), Doug Dykstra (Hawaii CC), Louise Pagotto (Kapiolani CC), Charles Ramsey (Kauai CC), Suzette Robinson (Maui CC), Bee Kooker (UHM), Flo Wiger (CC System), and Joanne Itano (UH System/UHWO)

Guests: Sharyn Nakamoto (IRO), Harriet Miyasaki (Banner Central), Jean Osumi (P20); Andrew Hashimoto, Charles Kinoshita and Robert Paul (UHM)

Announcements:

Welcome to Richard Fulton, Dean of Instruction for WCC.

Algebra II Beginning of Term Exam

Jean Osumi from P20 informed CAOs about offering the Algebra II Beginning of Term Exam for Fall 2008. It requires two 45 minute testing periods. The issue is the two 45 minute periods needed to complete the test concerns faculty due to losing class time. Jean will follow up with the campuses to encourage participation.

An estimated 135 students will participate in Algebra II end of course testing in May 2008. Results should be available to P20 by mid summer 2008.

Degree Pathways

Chris Shaw from IRO reviewed the differences between degree pathways and articulation agreements. Coding for dual enrollment is available and about 70 Kap CC-UHM students have been accepted to the Ka ie ie program with dual enrollment between these two campuses.

The UHH-Haw CC degree pathway agreement will be reviewed as its intent is dual enrollment, dual admission. Chris Shaw to follow up with UHH.

The UHM-UHCCs (extension of Ka ie ie agreement to all 7 CCs) dual enrollment agreement has been signed but is not yet ready for implementation.

Education Goals

Sharyn Nakamoto from IRO and Harriet Miyasaki from Banner Central reviewed the Ed Goals pop up and the STAR reports that are available. (See attached.)
Information is also available from ODS. A concern about how many students have participated was expressed as pop ups must be enabled via the myuhportal webpage for the ed goals popup to appear. Sharyn to check on numbers and send to CAOs.

Since the ed goals popup has been available only since October 2007, it is suggested that there be another cycle available for students to complete the pop up before any suggestions for changes are made.

Certificate of Achievement (CA) in Hotel/Restaurant Operations – Provisional Program

Louise Pagotto provided an overview of the request. There is an existing AS and CC for this program and the CA would package a set of existing courses. Thus there are no additional costs associated with this request. The CA provides an additional exit point for students. It does require English and Math at less than 100 levels. CAOs endorse the proposal.

Meeting of Assessment Coordinators

A meeting is schedule for May 2, 2008. As it turns out there was a UHCC Assessment Conference in April, 2008 and there is interest in this group to move forward on issues. The original plan was a 1.5 hours exploratory meeting and now a four hour face to face meeting is planned. An agenda setting conference call is scheduled to prepare the agenda.

System Faculty Handbook

A draft was reviewed and suggested comments provided.

UHM TPSS Provisional to Established Proposal

Bee Kooker introduced Dean Andrew Hashimoto, Associate Dean Charles Kinoshita and Department Chair Robert Paul. Several suggestions made to clarify and strengthen the proposal such as indicating what the department is doing about the 60% meeting the standard, further explain table 1 in the proposal, provide a sample curriculum in the document, add a description of the required internship, add the number of students who graduated and where they are employed, provide criteria and what products are reviewed for the rubric included in the proposal, etc.

Next meeting

May 28, 2008, 10 a.m.
*Bachman 203 (upstairs for the May meeting)