Council of Chief Academic Officers

July 13, 2005
10-2 p.m.
Bachman Hall 110

Present: Leon Richards (Kap CC), Neal Smatresk (UHM), Steve Hora (UHH), Doug Dykstra (Haw CC), Joe Mobley (UHWO), Linka Mullikan-Corbin (Windward CC), Linda Johnsrud (APP), Jim Nishimoto (Office of the President), Joanne Itano (APP), Chris Lu (APP), Joanne Yoshida (Financial Aid); Melinda Woods (UHWO), Tom Brislin (UHM)

Announcements

Linda Johnsrud provided an overview of *UH, The Second Decade*, a data driven activity to guide the future development of the UH System. This analytical task will include data such high school graduation projections, University Center enrollments and graduations, Workforce Development data from the NGA project, etc. Campuses are encouraged to submit data that might be helpful to this project.

Financial Aid Consortium Agreement

Joanne Yoshida provided background information on this agreement, which is a requirement for UH to qualify for federal financial aid for students taking courses at more than one UH campus.

Changes agreed to include
1. adding federal to first line of document, “Purpose: Establish procedures that facilitate the federal financial aid process for students……”.
2. students must enroll at least a half-time basis at the Primary campus.
3. clarifying that the secondary campus is to provide to the primary campus, the date the student dropped course(s) within 2 weeks of the request or the default date will be used.

Linda Johnsrud to convey to the Council of Chancellors that the CCAO endorses this agreement with minority dissension.

ATP Bachelor of Education, Elementary Education

UHWO is planning a BEd in Elementary Education targeting working adults. Classes will be distance delivered or scheduled in the evening/weekends and offered over 3 years as a part time curriculum. The focus is to prepare students for the Leeward side of Oahu, a “teach where you live” concept. The first class is anticipated to be Fall 2007 with graduation in Spring 2010. The program will build on the AAT degree at Leeward CC. It is suggested that UHWO work with all the CCs that have appropriate AS programs (i.e. Kap CC has an AS in Educational Paraprofessional, Deaf and Hard of Hearing and AS in Interpreting (education), early childhood education AS programs at Honolulu CC and
Maui CC) and build a program that has pathways for students with an AAT, AS or bachelor’s degree.

CCAOs wholehearted endorses this ATP with the encouragement that the timeline be shortened and suggests that the next step be the development of a “post baccalaureate” program for preparing teachers in secondary education.

**ATP Bachelor of Arts in Academy of Creative Media**

Tom Brislin, associate chair of ACM provided an overview of the program. It currently offers a BA degree through Interdisciplinary Studies. It requires 36 credits in the major, of which 24-27 are from the ACM core and others are electives from ACM and Arts and Sciences film studies courses. In the Spring 2005, 119 students were enrolled in ACM courses. More than $1 million has been raised in gifts and grants to support this program.

ACM has worked with other campuses. For example, the Animation Render Farm is located at Leeward CC and there has been collaboration with Kap CC on animation courses. ACM was presented at the BOR as a program working collaboratively across the UH system, drawing upon programs, faculty and students systemwide and leveraging existing resources and faculty assets across the ten campus system (BOR, Jan. 2004) Hawaii CC, Kapiolani CC, Maui CC, Leeward CC and UHH have or are planning digital media programs which are very costly to run. The CCAO suggests that ACM work with these campuses to take advantage of what currently exists and to collaborate with other campuses during the development of their BA. **Joanne Itano to assist with having ACM meet with the digital media PCC and UHH.**

**Gen Ed Foundations Board**

Neal Smatresk asks if CAOs are interested in observing the Foundation Boards at work as a positive example of articulation. There was interest and **Neal will notify the CAOs of the next meeting of the Foundation Board.** It was suggested that videoconferencing be made available in order that neighbor island campuses may attend.

**An update of E5.209 revision and articulation efforts is requested for the September 2005 CCAO meeting.**

**Innovative Calendar Issues**

Various suggestions for a different academic calendar were discussed including: a trimester system; shorten Fall and Spring semesters so that an intercession block could be included. **Neal Smatresk to convene a task force of Leon Richards, Steve Hora and, Peter Quigley** to bring several models to the next meeting for further discussion.
Academic Chairs

Document reviewed and the important role of the Department/Division Chair in meeting accreditation standards, in proper fiscal management, in program review and assessment discussed. **Chris Lu to revise document. Ed Yuen to be invited to next CCAO meeting.**

Revised Executive Policy E5.201

In light of the establishment of the Office of the Vice President for Community College, this item will be tabled.

Neal shared the enrollment management function of STAR which may be useful for the Quantitative Indicators for Program Reviews (Appendix C/D). **Neal will bring Gary Rodwell to demonstrate this program at the September 2005 CCAO meeting.**

Schedule for CCAO meeting

Monthly, 10-2 p.m. on first Wednesdays to continue. Dates are:

- September 7, 2005
- October 5, 2005
- November 2, 2005
- December 7, 2005
- January 4, 2006
- February 1, 2006
- March 1, 2006
- April 5, 2006
- May 3, 2006
- June 7, 2006
- July 5, 2006

**Agenda items for September 2005 meeting**

Innovative Calendar Ideas
Academic Chairs (Ed Yuen to be invited)
Enrollment Management function of STAR (demo by Gary Rodwell)