Council of Chief Academic Officers  
Meeting Summary

June 8, 2005  
Bachman 110  
10:00 AM - 2:00 PM  

Present: Linda Johnsrud (APP), Sharon Ota (Honolulu CC), Helen Sina (Kaua‘i CC), Doug Dykstra (Hawai‘i CC), Mike Pecsok for Peter Quigley (Leeward CC), flo wiger (Maui CC), Leon Richards (Kapi‘olani CC), Neal Smatresk (UHM), Joe Mobley (UHWO), Stephen Hora (UHH), Cheryl Chappell-Long for Mike Rota (APP), Chris Lu (APP), Joanne Itano (APP).

Announcements  

Request for information for the 04-05 Academic Program Action Report will be sent to CAOs soon. This current report may not be sufficient to respond to ACCJC and a separate report regarding Program Reviews for the CCs may be necessary.

Consortium Agreement related to financial aid for student registered at multiple UH campuses. This agreement is being updated and is required by the federal government to provide FA for students who register on multiple campuses. It came from a group of FA representatives across the UH system. Major discussion on item 2 under General, that a students must be enrolled at the primary campus at least half time. CAOs to take this issue back to their own campus for feedback. Helen Sina to place it on the agenda of the CC DOIS/DOSS meeting in two weeks. For further discussion and action at the July 2005 CCAO meeting.

Drop/Add Date  

CAOs recommend that the drop date for 100% refund be the Saturday of the first week of instruction and the add date be the Tuesday of the second week of instruction. CAOs to take this recommendation back to the campuses for feedback. For further discussion and action at the July 2005 meeting. Final recommendation to be taken to the ACCFSC by Linda Johnsrud for consultation.

IT Fee  

Linda Johnsrud to convey to the Chancellors that the CCAO support the need for the IT fee for implementation in 2-3 years. Important considerations include: DLAC to be informed as soon as possible if they are to review and revise the proposal; a range of fees decided by each campus may be a possibility; student consultation is necessary; and each campus is to have a process for student input for the IT fee proposal as well how the funds will be spent.
In terms of user fees, i.e. a lab fee, it is suggested a system approach to user fees be considered when the fee has impact on other campuses. Student may shop around for a similar course or program on another campus that does not charge the fee that one campus does.

E5.201

Revision reviewed. Suggestions: include definition of concentration in the policy (subset of existing courses within a BOR approved degree/certificate) and that a concentration does not need BOR approval.

Discussion regarding combining the ATP and proposal in the same document. This is possible with the clear understanding that the ATP/proposal would need to be reviewed twice by the CCAO and possibly result in major revision based on feedback. The question of how the proposed establishment of the VPCC in terms of ATP review was raised. Continue discussion of E5.201 at July 2005 meeting.

Future Agenda Items

ATP for Bachelor of Education in early childhood from UHWO
Proposal for Bachelor degree in ACM from UHM
Meeting schedule for 05-06
Continue review of E5.201
Feedback/action regarding “must be enrolled half time at primary campus” to qualify for FA
Feedback/action regarding Drop/Add date

Next meeting: July 13, 2005
10:00 AM - 2:00 PM