Council of Chief Academic Officers  
Meeting Summary  

October 4, 2006  
Bachman 110  
10:00 AM - 2:00 PM  

Present: Sharon Ota (Honolulu CC), Linka Corbin-Mullikin (Windward CC), Suzette Robinson (Maui CC), Jim Goodman, (Leeward CC), Steve Hora (UHH), Doug Dykstra (Hawai‘i CC), Steve Sylvester (UHWO), Louise Pagotto (Kapiolani CC), Ramona Kincaid (Kaua‘i CC), Neal Smatresk and Kelly Aune (UHM), Linda Johnsrud (UH System), Mike Rota (CC System), Jim Nishimoto (UH System), Joanne Itano (UH System)

Guests: Shirley Daniel, Tammi Chun and Kelly Ching (GearUp), Ken Hon and Dan Castberg (UHH)

Welcome

Welcome to Suzette Robinson as the interim VCAA for Maui CC; ffloriger as the Director, Teaching and Learning for the CC System. Jim Goodman will continue as CAO from LeeCC.

Announcements

Next meeting is scheduled for November 15, 2006; will need to reschedule as most CC CAOs will be attending the CTE Conference. (Rescheduled for 11/21, 10 AM - 2 PM).

Academic Revenue and Cost Template was emailed to all CAOs. Please use the latest version (10/3/06) for program actions that are going to the BOR.

Representatives from the American Diploma Project will be here December 4-5, 2006. A meeting for the CAOs is tentatively scheduled for December 4, 2006, 9-11 a.m. Videoconferencing will be available.

Please submit nominees for the UH System Academic Advising and Transfer Network to Joanne Itano. Names have been received from Hawai‘i CC, Maui CC, Kaua‘i CC, Windward CC and UHWO.

UHM Foundations and Diversification Renewal

All UHM core courses are subject to five year reviews. The processes for review of articulated Foundations courses are being developed. Until all System Foundations Course Reviews are completed, the status of currently articulated Foundations courses will not change. See attached.

The Multicampus Foundations Board (HonCC, KapCC and UHM) are currently reviewing Foundation courses on their campuses.
UHM is starting the review of Diversification courses at their own campus. Documents describing the process of review were distributed. See attached.

WinCC has decided to join the Foundations Board and LeeCC is moving in this direction. UHWO is discussing general education requirements similar to UHM. Students will benefit greatly if all the O'ahu campuses adopting similar general education requirements.

UHM Alternate Dispute Resolution Project

This project is part of the Program on Conflict Resolution and provides dispute resolution services to the UH community. From 2004-2006, 1489 hours of service were provided to UHM and 1837 hours to the UH System. Neal will provide a breakdown of who within the UH system used these services.

Currently this program is funded totally by UHM. For the 10/06-10/07 year, the project is requesting $71,000 from UHM and $71,000 from the UH System. Linda Johnsrud will take this request to the Council of Chancellors.

GearUp

Shirley Daniel, PI, provided an overview of the GearUp program. The first group of scholars graduated from high school in June 2006. The scholars were from 30 low income middle schools and 95% (vs 85% statewide average) were promoted to the 10th grade; 90% (vs 80% statewide average) graduated on time; and 45% (vs 32% statewide average) received a BOE diploma.

Tammi Chun, project director, discussed how GearUp and P20 work together with the common goal to increase the college going rate.

Kelly Ching, articulation and alignment coordinator, summarized the projects to align English and Math between the high schools and post secondary institutions. Funding is available for more alignment activities. Contact Kelly to discuss ideas. These alignment activities will be helpful as we move into the American Diploma Project which will focus on statewide alignment of English and Math.

UHH Programs

BA in Geology, change from provisional to established.
Ken Hon provided an overview BA in Geology. Suggestions provided to strengthen document including using data to support conclusions within the text. Revisions are to be sent to Linda Johnsrud no later than Friday, Oct. 13, 2006.

BA in Administration of Justice, change from provisional to established.
Dan Castberg provided an overview of the program. A number of required courses are offered at HawCC. HawCC and UHH have a MOU that for full time students at UHH, who register for AJ courses at HawCC, students do not pay additional tuition and UHH reimburses HawCC for faculty
costs. UHH is considering crosslisting required courses using an administration of justice course alpha. It was suggested that UHH explore the same course alpha used at the community colleges for administration of justice programs (AJ). Specific suggestions provided to strengthen the document. Revisions are to be send to Linda Johnsrud no later than Friday, October 13, 2006.

BA, Health & Physical Education, change from provisional to established. Dan Castberg provided the overview of the program. The program’s original focus was to prepare students who were planning to apply to a postgraduate teacher education program for a license in secondary physical education. The program has evolved as an umbrella major in the areas of health, physical education, strength and conditioning, sports psychology, recreation management and nutrition. Suggestions were provided to strength request including expanding the action memo using the Geology action memo as a model. UHH may wish to consider a program name change (e.g., kinesiology and leisure science) to more accurately reflect the current program. This proposal requires more revision. If the revisions can be completed by 10/13/06, please forward them to Linda Johnsrud.

UHWO Bachelor of Applied Science

This new program proposal was previously reviewed by CCAO. Since UHWO is close to changing their General Education requirements, it may be better to hold this proposal until the November 2006 BOR meeting when the revision to the Mission statement for UHWO is scheduled. Steve Sylvester will let Linda Johnsrud know next week whether to return the proposal to UHWO or move it on to the BOR.

Future of WebCT

David Lassner provided the background regarding WebCT. Blackboard has purchased WebCT and the future of WebCT is uncertain. Licensing fees are rising dramatically (started at $30,000 with projected costs to $259,000). (See www.hawaii.edu/infobits Summer 2006) Currently, UH is in the second of a three year contract for WebCT and has requested funding to license a commercial course management program in the biennial budget request. About 600 faculty use WebCT and there are approximately 2500 courses set up in WebCT.

Hae Okimoto reported on the exploration of lower cost options, Sakai and Moodle which are both open source. In the Spring 2007, Sakai and Moodle will be available for testing. HonCC and KapCC volunteered faculty to participate in this.

UHM Graduate Certificate Second Language Studies

Kelly Aune provided an overview of this certificate. It was asked why this was going before the BOR since certificates within an existing program may be approved by the Chancellor. It appears that this certificate was originally approved by the BOR and needs BOR approval to become established. Linda Johnsrud will discuss this issue with the BOR chair and if agreeable to the BOR, will return the document to the campus for the Chancellor to review and approve.
CA within an established Associate Degree Program

Does a CA within an established associate degree program require BOR approval? The courses are existing and no new resources are needed. A CA could be viewed as a concentration. E5.201 does state that a certificate of achievement is to be BOR approved. Since the CA is from an existing program, the request would be to approve the CA as an established program rather than a new provisional program.

Conditional Tenure for Non-Permanent Resident Faculty

Linda Johnsrud provided the background regarding the UHPA letter to President McClain on the granting of conditional tenure for non permanent resident faculty. UHPA worked with UHM administration and Faculty Senate to pass a resolution on this subject. The next step is to seek BOR action to revise policy and amend the faculty contract. All CAOs are asked to review the letter and discuss the issue on their campus. Please forward any concerns/comments to Joanne Itano (itano@hawaii.edu).