Bachelor of Applied Science (UHWO)
This degree provides a pathway for graduates of career and technical education programs (AS) to earn a Bachelor’s degree. Respiratory Therapy is the first concentration to be offered in Fall 2006. It is anticipated that other concentrations will be offered. The CCAO enthusiastically endorses this ATP.

Bachelor of Arts in Women Studies
It is suggested that the proposal include additional information on the needs assessment to support projected enrollment and interest in the degree; possible job opportunities for graduates and a projected budget. The CCAO endorses this ATP.

Star Correspondent
Gary Rodwell demonstrated this enrollment management software which is part of the STAR/. It was created for UHM who is sharing it with all UH campuses. “Real time” enrollments by sections, by courses, by discipline are available. The information may be downloaded. Major sections of the program include enrollment data, student management, financial aid and campus management. Individuals with a UH user id and password can access the STAR website. Gary will be sending the STAR brochure to the CAOs so they may access the program. The need to work with IRO was emphasized to provide consistency in data reported.

Department Chair Description
Jim Nishimoto reported that Ed Yuen will share the draft of the DC Duties and Responsibilities with UHPA and will bring back to the CAOs any significant changes to the document.

Articulation Update
Joanne Itano provided an update on articulation activities. See attached. A suggestion to facilitate approval of course numbering and title changes for consistency across UH campuses is to create a “short form” approval form for use by all campuses.
Neal Smatresk will be inviting CAOs to attend the multicampus Foundation Board meeting to observe how this board function.

CAOs support the convening of a systemwide meeting of counselors/advisors to work on communication regarding transfer of students. Joanne Itano will convene the group and include establishing a standard program sheet for all programs to be publicly available online, possibly using a form fillable form.

Status of CC student Transfer to UHM
There is evidence that students who transfer with a higher number of credits are more likely to be successful (graduate) at a four year campus. An idea for discussion is developing a “sliding scale” for transfer students -- higher number of credits, lower GPA needed to transfer. This would provide UHM the opportunity to raise their admission GPA for UH transfer students in exchange for an earlier registration period (possibly a week earlier) for these students. Currently UH transfer students register with all new students to UHM.

Administrative Procedures from Academic Calendar Subcommittee
The following individuals will be invited: Stella Ho McGinnes, Stuart Lau, Jean Osumi, Jeff Scofield and Ken Kato to the October 2005 CAO meeting to discuss and take action on the following:

1. Common drop date: Saturday of first instructional week.  
   Common add date: Tuesday of the second instructional week. Students may add courses with faculty approval Wednesday, Thursday and Friday of the second instructional week.

2. Common purge date

3. Other issues from report from Academic Calendar Subcommittee, May 21, 2005.

Future ATPs
Electronic Engineering Technology - Hawaii CC
Forensic Anthropology - UHWO
Kap CC - AS in Physical Sciences
    AS in Biological Sciences

9/14/05