Council of Chief Academic Officers  
Meeting Summary

September 6, 2006  
10:00 AM - 2:00 PM  
Bachman 110

Present: Linda Johnsrud (APP), Sharon Ota (Honolulu CC), Ramona Kincaid (Kaua‘i CC), Doug Dykstra (Hawai‘i CC), Jim Goodman (Leeward CC), Louise Pagotto (Kapi‘olani CC), Neal Smatresk (UHM), Stephen Sylvester (UHWO), Stephen Hora (UHH), Mike Rota (CC-Academic Affairs), Jim Nishimoto (Office of the President) Joanne Itano (APP).

Announcements

Measuring Up 2006

Linda Johnsrud provided a preview of the results of *Measuring Up 2006*, the National Report Card of Higher Education. The report is located at  

Preliminary Enrollment Report

Systemwide enrollment for Fall 2006 is even when compared to Fall 2005. UHM is about 300 students less than a year ago with small increases in enrollment at UHH, UHWO and most of the UHCCs. The report is located at  
[http://www.hawaii.edu/offices/app/opp/openenroll/PrelOpenCreditEnrollF06.pdf]

Banner Upgrade

John Morton provided an update. This is necessary or the financial aid module will not work. Much of work will be done over the Thanksgiving weekend. Registration for CCs will be delayed 2 weeks, for UHH and UHWO about a week and a few days for UHM. The delay will impact drop/add dates, new registration dates, purge dates, etc. John Morton assured the group that the portal will be able to accommodate all campuses registering in early December. Campuses can help by providing time for campus personnel to test the system.. John Morton will send a brief summary of the above with the request for assistance to the CAOs and the Chief Student Affairs officers.

Multicampus Foundation Board

Neal Smatresk invited any campus to join the multicampus foundations board. LeeCC and WinCC are in discussion about joining this group.
UHM is also starting the process of inviting campuses to join an “H” board.

Preliminary data indicates that transfer students take an average of 5 more credits than “native” UHM students to complete their undergraduate degree (144 and 139).

Update on American Diploma Project

Kathy Jaycox, Interim Director P-20, provided an overview of ADP and requested suggestions for members of the first team (8-10 members). The group recommended that Achieve come to Hawai‘i to bring us up to date with the project. The project uses a train the trainer format and in state teams will be formed later. Please email Kathy Jaycox with suggestions (jaycox@hawaii.edu)

UCA Membership

Current roster reviewed. Two CC representatives from Hawai‘i, Maui, Kaua‘i or Windward are needed. Please send suggestions to Joanne Itano (itano@hawaii.edu). First meeting planned for October 2006.

ATP for the AS in Science - Kapi‘olani CC

Louise Pagotto provided an overview of this ATP with plans for implementation in Fall 2007. Funding for planning is from a TCUP grant. The program is designed for students planning to transfer to a science, technology, engineering or math baccalaureate degree. The degree consists of 12 credits in foundations requirements, 13 in diversification requirements, 6-8 credits in Hawaiian/Second Language and 27-29 credits in STEM related courses. The courses will transfer to any of the 4 year campuses in the UH system. The transfer pathway for AS degrees to baccalaureate campuses currently exists (e.g. ECE, Respiratory Therapy, Nursing). The CCAOs endorse this ATP and thanks Louise for responding to previous questions. Kap CC and UHM are working on articulation agreement.

Use of Social Security Numbers

SSNs currently required for admission to UH (on system application). Social Security Administration sent a letter to UHM Admission and Records encouraging UHM to limit the collection and use of SSNs to prevent identify theft and fraud. There is always a security concern when the institution collects SSNs. Linda Johnsrud to follow up with general counsel and ITS regarding use of SSNs and its implications.

Guide to Academic Program Review and Approval

Table reviewed. (See attached) Please send further comments to Joanne Itano. This is an internal document which attempts to summarize who needs to approve what academic actions and clarify a communication/dissemination routing.
Biennial budget goals

Budge & Finance of the State is interested in outcomes, what will the state get for the $30 million request. Proposed measures for discussion

Enrollment: Enrollment by residents reach 1995 levels by 2012 (38,966 (prelim.data for fall 2006, to 43,579)

Transfer from UHCCs to UH upper division/4-year campuses: Increase 5% per year till 2012 (1167 est. to 1563)

Retention: Match peer levels by 2012. UHM 79% to 85%, UHH 62% to 68%; UHCC 58% to 62%

Graduation: Match peer levels in 6 years. UHM 51% to 66%; UHH 31% to 34%, CC 14% to 20%

Academic Program Cost and Revenue Template

Draft reviewed with Howard Todo (see attached). Steve Hora to share his version in excel with formulas inputted. New form to be used for September 2006 BOR meeting. Template to be sent to Peggy Cha.

Future agenda items

Follow Up on concentrations for AA degree (premajor codes)
David Lassner and future of WebCT
Guide to Academic Program Review and Action