Council of Chief Academic Officers  
September 25, 2013  
10:00- 1:00 p.m.  
Bachman 113  

Present: Reed Dasenbrock (UHM), Matt Platz by VTC (UHH), Linda Randall (UHWO), Russ Uyeno (Hon CC), Joni Onishi (Haw CC), Louise Pagotto (Kap CC), Mike Pecskok (Lee CC), John McKee (UHMC), Ellen Ishida-Babineau (Win CC), Suzette Robinson (CC System), Joanne Itano (UH System).  

Guests: Sheila Kitamura (Kap CC), Monique Mironesco (UHWO), Kukui Maunakea-Forth and Gary Maunakea-Forth (Mao Farms), April Scazzola, Karen Lee and April Goodwin (UH System)  

Transition to Kuali Curriculum Management  
April Scazzola is the full time functional lead. She provided an update on the current efforts. User group identified 28 core questions; campus could add additional questions. Working to identify IT needs for RFP which is targeted for completion at the end of October 2013. Michelle Appel will be here Oct 3-4, 2013, courtesy of Kuali Foundation, to consult about use of KCM. Addition requests include someplace for teaching equivalencies, a fast track process. User group meeting with Michelle Oct 4, 2013 1-4 p.m. Interested individuals are welcomed to join. Joanne to send out location.  

UHWO ATP BASS in Sustainable Community Food Systems  
Suggestions to strengthen program proposal include building pathways with CCs with AA and ASC in community food systems and proposed AS in related areas; demonstration of clear plan for support for additional FTE; providing needs assessment of potential students (number participating in internships at Mao Farms; students in related CC programs, etc).specific information on jobs requiring bachelor’s degrees in agriculture support; possible connection with UHMC sustainable program which focuses on wastewater, energy etc. add discussion about preparation for graduate school in what specific areas.  

Definition of College, Career and Community Readiness  
Will there be measures associated with this definition? There is data on % of students who take college level or developmental Eng/math; have workforce survey of soft skills, considering targeting faculty who teach freshman students (suggest target faculty involved in FYE) .CCA0 endorsed the definition.  

UHM Course Evaluation Committee  
Krystyna Aune distributed the list of members. First meeting is being scheduled. Goal is to develop a unified system of course evaluation with a set of common questions, including
assessment of general education outcomes and results to the a supervisor. This is a course evaluation, not a faculty evaluation.

**Update on PLA**

Barbara Belle from UHCC system is the lead on PLA which includes CLEP, AP, credit by exam, portfolio assessment and others. She provided an overview of current state of PLA at UH campuses. Every campus offers some kind of PLA; its actual use by students is likely quite low. Cr by exam is instructor dependent. Suggest that a pull from Banner of credits earned by “CE” may be useful place to start. Barbara will contact campuses on how she might work with each campus to determine what disciplines might be interested in learning more about PLA and how to implement it.

**Kap CC, CA in Dental Assisting**

This program builds on the current certificate of completion; adds 10 credits for a total of 39 credits. It will prepare student for certification. 200 level courses will be offered in the spring of every second year as certification is not currently required to work in local dental offices but is required for military positions. No additional facilities or faculty needed. Discussing possible articulation with UHM DH program. CCAO endorsed.

**UCA representatives**

Joni Onishi, Linda Randall are the CCAO representatives.

**Banner Advisory Committee**

Louise Pagotto is the CCAO representative

**Promote 15 credit/semester, 30/year**

Discussion regarding changing class standing to

First year – 0-30 credits
Sophomore 31-60 credits
Junior – 61-90 credits
Senior – 91+ credits

CAOs to circulate at their campus for feedback.

**Next Meeting**

October 16, 2013, 10:00 am – 2:00 pm, Bachman 113 and via VTC, UH Hilo