

## **Council of Chief Academic Officers Meeting Summary**

May 28, 2008  
Bachman 203  
10:00-2:00 p.m.

Present: Erika Lacro (Honolulu CC), Richard Fulton (Windward CC), Mike Pescok (Leeward CC), Phillip Castille (UHH), Doug Dykstra (Hawaii CC), Louise Pagotto (Kapiolani CC), Charles Ramsey (Kauai CC), Suzette Robinson (Maui CC), Bee Kooker (UHM), flo wiger (CC System), Linda Johnsrud (UH System) and Joanne Itano (UH System/UHWO)

Guests: Barbara Leonard (UHH), Mike Tagawa (LCC), Jim Lightner (HawCC), Ibrahim Aoude and Jon Okamura (UHM)

### ATP – CA in Practical Nursing – LCC

Mike Pecsok provided an overview of LCC's direction for meeting the workforce needs of Hawai'i and the need for programs that can respond quickly to need and disappear when the need is met. Mike Tagawa provided an overview of the program and how it will focus on long term care where there is a need for LPNs. It will be small in size (20) and supported by external grants. Presently, there is interest from specific industry providers for the LPN program. Discussion centered on need to better describe the niche this program will meet; need for CC System to thoroughly discuss the need for another LPN program on O'ahu. Kap CC stopped out their LPN program a year ago and will be bringing it back as a career ladder program. Kap CC is offering an AS in Nursing program in the LeeCC campus and has offered an LPN program at LCC Waianae. There are two facilities being renovated as a nursing skills lab, one for the Kap CC program and the other one for the proposed LCC program. It will be important for Kap CC and LeeCC to collaborate on how to best meet the needs of the State. If the program proposal will be submitted, it is suggested that more specificity related to student interest be stated, identify the source of grants to support this program; demonstrate how this LPN program interfaces with ARCH, CNA, etc programs and with the AS in Nursing programs.

### UHH General Education Program

Phil Castille provided background information on the new general education program which has been in the making for about 6 years. Barbara Leonard provided an overview of this program, approximately 40 credits, with strong focus on writing. Basic requirements include one course in composition, language arts and world culture; 2 courses in quantitative reasoning. Area requirements include 2 courses in humanities, social sciences and 7 credits in natural science including a lab. Integrative requirements include 3 WI courses (one upper division); 1 Hawaiian-Asian-Pacific and a global and community citizenship requirement. Per E5.209, students completing an AA degree will have met core requirements (basic and area). It is suggested that HAP requirement be

renamed due to the HAP multicampus agreement that exists. The changes would go to the President for approval. All courses will need to be approved by a certifying committee and must include SLOs and plans for assessment. The new GE requirements will be implemented Fall 2009.

### Room Rental

At this time, no specific action to be taken unless the issue comes up again. This seems to be an issue for VC/Directors of Administrative Services should address.

### HOST AAS Provisional to Established Status, Hawai'i CC

Doug Dykstra provided an overview of the program and Jim Lightner, program head, was available to answer questions. Suggestions to strengthen proposal include add more data to the proposal; bring information relevant to the proposal from the appendix to the proposal so all questions are answered as proposal is being read.

Action memo is to include an executive summary, be 2-3 pages in length, and have some level of detail. Sample action memos are to be posted at CCAO website. CCAO endorsed this proposal. Haw CC plans to submit for July 2008 BOR meeting.

### Provisional Program: Masters of Financial Engineering, UHM Shidler College of Business

Email review completed with questions/comments forwarded to Bee Kooker for follow up. This proposal will be discussed at BOR meeting May 29-30, 2008.

### ATP: MA in Ethnic Studies, UHM

Bee Kooker provided an overview of this proposed MA. This department currently does not offer any other MA degrees. Currently has about 30 majors and 5-6 graduates per semester and provides service courses for UHM students. Suggestions for program proposal include adding a needs assessment; identify other research universities that has similar programs; include what graduates of BA Ethnic Studies do after graduation; explain the three courses identified to be offered each year and how does this end up as a 33 credit MA program. CCAO endorses this proposal. UHM plans to complete program proposal by May 2009.

### Next meeting

July 2, 2008, 10:00 a.m., Bachman 113.