Council of Chief Academic Officers  
Meeting Summary  
February 23, 2011  
Bachman 113  
10:00-2:00 p.m.

Present: Erika Lacro (Hon CC), Kenny Simmons (UHH), Joni Onishi (Hawaii CC), Louise Pagotto (Kap CC), Mike Pecsok (Lee CC), John McKee (Maui College), Richard Fulton (Win CC) Reed Dasenbrock (UHM), Joe Mobley (UHWO), Suzette Robinson (UHCC), Linda Johnsrud and Joanne Itano (UH System)

Guests: Krystyna Aune, Joseph Jarrett, Thomas Hemscheidt, Mary Boland, Victoria Niederhauser and Alan Teramura (UHM), John Pezzuto, Sarah Smith, Kay Daub, Randy Hirokawa, Jan Zulich, Michele Ebersole, Karen Pellegrin and Janet Crozier (UHH), Cheryl Chappell-Long (UHCC).

Unit/Subunit Academic Plans  
Most campuses do not have separate academic plans other than campus strategic plans.

UH Strategic plans are located at: [http://www.hawaii.edu/ovppp:stratpl SYS.html](http://www.hawaii.edu/ovppp:stratpl SYS.html)

Currently, BOR policy states that campuses are to have academic plans. Are they necessary? What purpose do they serve? Should there be a plan that drives what degrees are proposed for the campuses and within the UH system? To be further discussed at a future CCAO meeting.

ATP Doctor of Nursing Practice (DNP) – UHM  
UHM is proposing a post master’s program for a professional practice doctorate in nursing. UHH has a program proposal for a post baccalaureate program as well as a post masters option. UHH and UHM have met to identify ways in which they may collaborate. Faculty from both programs will be meeting shortly. The intent is to present at the April 2011 BOR proposals from both programs with a MOU that identifies specific areas of collaboration that the two programs agree to. If UHM is not able to complete their proposal, UHH will move forward with the signed MOU. CCAO endorses the ATP.

ATP BS in Biochemistry – UHM  
This proposed baccalaureate degree is part of UHM’s effort to strengthen their STEM offerings. There are currently graduate degrees in biochemistry but not an undergraduate degree. This degree would shift majors from the 700+ biology majors at UHM who have a defined interest in biochemistry. UHH is considering an undergraduate degree in biochemistry but its focus would be different from the one proposed at UHM. There are unresolved course articulations for some chemistry courses between UHCC and UHM. For example, there is a request to articulate LCC’s Chemistry 272/273 to UHM which was sent in September 2010 which remains open. The plan is to seek BOR approval in Fall 2011.
Common Course Numbering

UHM’s Faculty Senate has passed the following resolution at its February 2011 meeting:

CAPP’s Motion on Course Alpha Articulation
If there is a problem of Course Alpha Numbers used in the UH campuses that do not always match with UH Mānoa courses leading to misunderstandings and mistakes for students and the Records Office, CAPP recommends that Departments concerned be encouraged to resolve and correct the problem. CAPP made the following motion and recommends the Faculty Senate to support its motion.

**Motion:**
- a. The discrepant courses be identified by the Office of the Vice Chancellor for Academic Affairs
- b. The relevant departments notified
- c. The problem be resolved at the departmental levels
- d. Progress report provided to the Senate/CAPP for follow-up and further action if needed

A few expressed concerns on trying to achieve common course numbering etc. with UHM leading the effort. It was suggested that there might be a two tier effort. The first is to focus on alpha, number, title, number of credits and prerequisites and the second on course description and SLOs.

CCAO endorses the common course alpha, number, etc. in concept as it facilities student transfer. A subgroup will be convened by Joanne Itano to identify how discrepancies could be identified and an approach to resolve the differences. Subgroup includes representative from UHM and UHH, Erica Lacro/Kelly So from Hon CC, Suzette Robinson and Joni Onishi.

**ATP CA Agriphamatech: Plant Biotechnology and Ethnophamacognosy WCC**

Currently there are ASCs offered in these areas. The plan is to drop the ASCs and offer the CAs. One faculty FTE and one technician are necessary to offer the program and it is part of the UH biennial budget proposal before the legislature. Suggestions for the program proposal are to include a survey of employers on the quality of the ASC graduates and have a plan b for funding if the positions are not funded by the legislature. CCAO endorses this ATP.

**ATP – Undergraduate Certificate in Risk Management and Insurance UHWO**

This is a new area for UHWO based on a request from the insurance industry that has provided funding to support this program. Currently, the program would be taught by experts from the community as there is no one prepared in this area currently on faculty. This is an 18 credit certificate and 4 new courses will be added. Completion of the certificate will prepare students for the national certification examination in this area. For the program proposal, add student interest and how the courses may be taken by those in the field needing training. CCAO endorses this ATP.

**Tuition Proposal**
Tuition proposal will be discussed at the August 2011 BOR meeting with consultation to follow. If approved, it would be implemented in Fall 2012. It is suggested that a 3% increase be added to the tuition revenue for proposals (cost template) from the 12-13 academic year until a new proposal is approved.

ATP Doctor of Physical Therapy – UHH

This proposed degree would be part of the College of Pharmacy. The program proposal will need to have a specific business plan to support the program. There is a shortage of PTs in the state of Hawai‘i. CCAO endorses the proposal.

ATP – Master of Science in Clinical Psychopharmacology UHH

UHH proposes this program as a request from Tripler Army Medical Center. Within the US military and some states (not in Hawai‘i), licensed, doctoral-level psychologists who have completed advanced education in psychopharmacology and passed a national certification exam may prescribe medications. TAMC would fund the program and plan to enroll up to 10 staff psychologist per year (TAMC has 10 psychologists per year for a two year residency in their program). 1.5 non tenured track positions would be needed to support this program. A 32 credit MS is proposed. CCAO endorses this ATP.

ATP MA in Teaching – UHH

This proposed MA will replace the current post bacc program. It will be offered as an on campus program and a distance program to prepare elementary and secondary education teachers. After completion of the first 30 credits, the student is eligible for licensure and may complete 6 additional credits for the MA. UHM offers a similar program on O‘ahu with no distance delivery. First offering of the program is planned for Fall 2012. CCAO endorses this ATP.

Program Proposal - APC in Culinary Arts – Kap CC

This is a third year certificate with 18 credits and 300 level courses that will transfer to UHWO for a BAS in Culinary Management. The articulation agreement with UHWO is completed. Funding for lab renovations is secured. Maui College is interested in partnering in the certificate. The program proposal lacks information on student interest. CCAO endorses this program proposal. It is planned to submit the proposal at the March 2011 BOR meeting.

Next Meetings:

March 16, 2011 - Joint meeting with CSAO at College Hill, 10-2 p.m.

April 13, 2011 – the following agenda items are to be included:

Transfer reports
Provisional programs 2009-2010
UHMC – discontinuation of UH email accounts
Online application/reverse credit transfer – Erika Lacro