Council of Chief Academic Officers  
Meeting Summary

April 13, 2011  
Bachman 113  
10:00-2:00 p.m.

Present: Joni Onishi (Haw CC), Erika Lacro (Hon CC), Kenny Simmons (UHH), Louise Pagotto (Kap CC), Mike Pecosk (Lee CC), Jim Dire (Kauai 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: Anita Huang (UH System), Mary Boland and Krystyna Aune (UHM), Donald Price (UHH), Charles Sasaki and John Rand (Kap CC), Peggy McNulty (UHWO), Cheryl Chappell-Long (UHCC)

Program Codes  
Anita Huang from IRAO reviewed the draft of the program code request form. She will also be seeking feedback from registrars and financial aid personnel. Suggestions include adding a routing to the VPCC office and relate the Action/Policy categories to the request form, add a section on certificates approved by chancellors and to make it form fillable. It is anticipated that the revised form will be in use in summer 2011.

UHM New Program Proposal – Doctor in Nursing Practice  
Dean Mary Boland provided an overview of the proposal. It is a post masters 37 credit program and will be offered hybrid and online. It is interdisciplinary in nature with some courses offered by Shidler College. Tuition (graduate nursing tuition) will support the program. It will be run via Outreach College. A signed MOA between UHM and UHH was distributed. It is suggested that the UHM and UHH DNP programs be presented together with a UH system introduction at the May 2011 BOR meeting. CCAO endorsed the proposal.

UHH Provisional to Established MS in Tropical Conservation Biology and Environmental Science.  
Donald Price provided an overview of the program. Suggestions made to strengthen the proposal. CCAO endorsed the proposal.

Kap CC AS in Natural Science Provisional to Established  
Charles Sasaki and John Rand provided an overview of the program. This AS degree is focused on transfer and has increased transfer numbers and graduation rates for students in STEM fields. It has increased the offering of the four semester calculus sequence each semester and differential equations once a year. Native Hawaiians are overrepresented in the ASNS program. The enrollment in this program has grown tremendously in three years. It is suggested that the original program proposal not be included in this request and consider adding number of transfer to four year campuses to a table on degrees awarded for a success number. CCAO endorsed this proposal. It will be submitted for the May 2011 BOR meeting.
Discontinuing of hawaii.edu email accounts of graduated students
John McKee reported on the increased number of returned emails from their graduates’ survey and that lecturers’ hawai‘i.edu accounts are purged during the summer if they are not hired. John will draft a statement for the CCAO to review and if agreed upon to send to David Lassner concerning these two issues.

Online Applications
Erika Lacro has been added to the Banner advisory board but this group has not met since her appointment.

Reverse Credit Transfer
CCAO decided that the current group of students eligible for reverse credit transfer (approximately 117) will be graduated as a pilot program to determine impact on advisors’ workload and other issues. Linda Johnsrud to confer with University bursar about potential concerns such as some students that pay a graduation fee (regular students) and those who do not (those under reverse credit transfer). She will notify Erika Lacro of any concerns. The direction is to offer graduation to students who qualify for reverse credit transfer without a graduation fee.

Provisional to Established List
List reviewed for outstanding programs that are late in requesting established status. Current BOR policy states that these programs will be terminated. The revised chapter 5 allows for a request for extension and that President may terminate programs. UHM has a plan to bring two requests to CCAO/BOR each month starting in July 2011. Of concern are two degrees that have a 2002 date. Reed Dasenbrock to follow up with this program.

State Authorization of Distance Education Programs
Linda Johnsrud provided an overview of the issue. UH campuses will need to request authorization to offer our distance programs in 49 other states and the District of Columbia by July 1, 2011. There may be a delay in implementation. Linda to follow up if the UH system can send a letter on behalf of its ten campuses to the other states/DC. There is no one list of state authorization agencies. WICHE/WCET has developed some resources that may be helpful.

Hawai‘i does not have an authorizing agency. There is a bill in the current legislature that will develop this agency.

Automatic Admission Data
Data shared. There are a growing number of students accepting automatic admission.

ATP Nursing UHWO
In light of the concerns that new graduates may not be getting jobs; are we using our resources effectively and the need to do systemwide academic planning, the CCAO will not endorse this ATP at this time. Joe Mobley to speak with the UHWO chancellor before a systemwide nursing academic planning meeting is convened.
UHWO Health Care Administration Certificate Provisional to Established
The proposal is to be reformatted to address the elements identified in E5.201. The cost template is to be added. Information of where graduates are employed would strengthen the proposal. Revision to be send to Joanne Itano. CCAO endorsed the proposal pending review by Joanne Itano

UHWO Forensic Anthropology Certificate
This is a joint program with Lee CC. Proposal to be reformatted to address the elements for provisional to established proposals identified in E5.201. Cost template is to be added. Revision to be send to Joanne Itano. CCAO endorsed the proposal pending review by Joanne Itano

Entrepreneurship
Issues identified include is this a corporatization of the university; this is the president’s initiative and faculty may not be receptive to top down initiatives. This is more of a create a culture of taking risks and thinking creatively, not so much of marketing, building a business plan etc.. The terms innovation or creativity may be more appropriate terms. A suggestion is to form a task force to visit places that nurture/develop innovation/creativity so the group can experience/feel and see the culture in action. This may help define the direction. The group is requested to keep thinking about this issue.

Providing eCafe results to Department/Division Chairs
Nine CAOs voted in favor of this with UHH not using eCafe. Linda will consult with UHPA about this as it is a change in working conditions. This will establish this issue as a management prerogative and possibly avoid a negative reaction.

Next Meeting
June 15, 2011