Meeting Summary

Present: Joni Onishi (Haw CC), Erica Lacro (Hon CC), Mike Pecsok (LCC), Jim Dire (Kauai CC), Louise Pagotto (Kap CC), Peter Quigley and Suzette Robinson (UHCC), Reed Dasenbrock (UHM), Kenny Simmons (UHH), Joe Mobley (UHWO), Linda Johnsrud and Joanne Itano (UH System), Richard Fulton (Win CC)

Guests: Frank Kubo and Eun Ahn (UHWO), Krystyna Aune, Chris Sorensen, Andrea Sheri Schonleber, Robert Bley-Vroman (UHM), Cheryl Chappell-Long (UHCC), Pearl Imada Iboshi (IRAO)

UHWO Certificate in Risk Management and Insurance – Program Proposal

Frank Kudo and Eun Ahn provided on overview of program. It is intended for students, rather than working professionals. It is a standalone certificate and is impacted by gainful employment regulations. In general there is insufficient detail provided in the proposal. Suggestions to strengthen the proposal include, add EMSI data to get a per year number of vacancies. Explain how the UHM and HPU program differs from what is proposed and if the UHM/HPU programs are not different, then provide support for the need of this certificate in the proposal. Provide curriculum plan by semester. Explain why HPU’s program is terminated and how this applies or does not apply to the proposed program. Label learning outcomes appropriately. Explain how this certificate meets the university’s mission of offering a four year baccalaureate education (p 6). Identify how many new courses are being developed and describe any articulations/pathway with the CCs. Describe the potential student. Is this for upper division students or could a new high school graduate enroll? If a freshman may enroll, are there prerequisites that the freshman will need to complete? Document student interest. Provide for contingency plan for request for additional faculty. Cost template calls for ongoing support from insurance industry. Include documentation in proposal. Program effectiveness section is insufficient. No details are provided of the assessment plan. Organize the submission and eliminate unnecessary or duplicate pages. Program proposal is to be reviewed by Joanne before submission to President’s Office for BOR action.

UHM Provisional to Established BA in Korean

Robert Bley-Vroman provided an overview of the program which was initially approved by the BOR in 1995. More students take Korean than Chinese at the UHM campus. Consider the following to strengthen the proposal: differentiate the regular BA from the flagship program; focus on number of recent graduates, rather than the two/year average; consider providing a comparison of number of graduates from language degrees; provide
data on learning assessment and evidence of student learning. Delete statement on time to degree based on UHM credits. Add information on what graduates are doing. Review what is included in the proposal and what might be eliminated, i.e. CVs. CCAO endorsed the proposal.

**UHM MEd in ECE Provisional to Established Proposal**

Nanette Schonleber and Chris Sorenson provided an overview of the program. This is a cohort program, offered by distance with resident instruction occurring in the summers. Every three years a new cohort is admitted. The number of majors have remained consistent (about 25) during the three cohorts. Suggestions to strengthen proposal include add information on how students can meet prerequisite courses at UH campuses; add data to demonstrate student performance and add information on jobs of graduates. Students tend to be employed in ECE settings while in the degree program and may be offered a position with different responsibilities after completion of the degree. This is a very cost effective program because it is offered via Outreach College and faculty is paid overload to teach the courses. CCAO endorsed the proposal.

**Gainful Employment**

Pearl Imada Iboshi provided information on the federal regulation on gainful employment. By July 1, information on on-time completion rates, job placement rates and median loan debt is to be available. Pearl offered language that may be used on campus’ website that indicates work is ongoing to provide this data. Financial aid personnel will know what non degree programs that receive financial aid are affected. UHM and UHH are not affected by this. UHWO may be affected. Several unanswered questions including if the certificate is nested within an associate degree, do federal regulations apply? Also the definition of normal time is unclear, is normal time based on a standard such as 15 credits/semester or on a timeframe for part time students and one that may reflect prerequisite requirements, etc. It is not clear if post baccalaureate programs are affected.

**Steering Committee for eCafe**

Hae Okimoto provided rationale for the need for such a group. After discussion, it was decided that a new evaluation system needs to be developed which reflects an era of focus on learning, accountability, student rights and transparency. Louise Pagotto, Krystyna Aune, Jim Dire, Joni Onishi, Hae Okimoto, a campus coordinator and 3 representatives from faculty senates, 3 from student caucus will comprise the committee. Joanne Itano will convene the group Linda will inform the union of this effort and the committee will meet in the fall.

**GE Core MOU**

Joanne reminded the group that this will be implemented in fall 2011 with new students or students who opt up to fall 2011 core year. Gary Rodwell is providing a means to
show the student has met GE core in STAR. GE core requirements across the UH campuses were reviewed. Lee CC revised their GE core requirements so it is consistent with the 31 credits (12 foundations, 19 diversifications). UHMC, Kauai and Haw have 40+ credits GE core requirements.

ATP revision

Form reviewed. It will be effective August 1, 2011. Final version will be posted at CCAO website.

Design Thinking Workshop

Suzette Robinson and Joanne Itano attended the introductory workshop. Applications distributed. The focus is on K12. UH is in priority 2 for acceptance to full design workshop. ISIS, a local technology group, is supporting this effort to improve education. They are obtaining funding to bring speakers from Stanford who offers design thinking workshops each summer. Cost is $150 to participants and ISIS is providing the additional $1000/person.

UHWO Certificate in Disaster Preparedness and Emergency Management – Provisional to Established

Joe Mobley provided an overview. Suggestions to strengthen the proposal include, focus on the certificate only. Clarify if certificate outcomes are similar to concentration outcomes. Consider how freshman with no background in DPEM, need not take the introductory course and can enroll in 400 level courses. Learning assessment data is not provided. Need to review data, and focus on data for certificate only and not concentration. Reconsider posting data on survey results of an N=1. Add specific information on graduates. Include state data on jobs availability in this field. Proposal to be reviewed by Joanne before submission to the President’s office.