University Council on Articulation  
February 26, 2009  
1:30 to 3:00 p.m.  
Bachman 113

Meeting Summary

Present: Tom Hilgers and June Nii (UHM); Linda Currivan, Pat Patterson, Patty Chong (CCs); Mary Heller (UHWO), Larry Andres (Systemwide Academic Advisors and Transfer Network); Peter Quigley (CCAO); Linda Johnsrud and Joanne Itano (APP)

Guests: Jan Heu and Ruth Bingham (UHM); Erika Lacro (Hon CC), David Mongold (APP), Joe Dane (ITS)

Transfer Report

David Mongold provided an overview of a report of transfers from UHCCs to the UH four-year institutions. New to the report is which majors are selected by students who transfer from a specific CC to one of the four year campuses. Members are invited to send to Joanne Itano any suggestions regarding other data that would be useful to campuses regarding transfers.

Additional suggestions include: For students who transfer to UHM, how many of the gen ed requirements have been completed as only freshman would be allowed to register for Eng 100 effective Fall 2009; retention/graduation of transfer students and how they compare to their native counterparts at the four year campuses; does success of transfer students vary with number of credits and/or GPA at time of transfer.

Update on Ka ie ie program

Ruth Bingham provided an overview of the program. For Fall 09, 119 have applied; for the past two semesters about 60% of those who applied enrolled; students must have a declared major, participates in mandatory advising each semester and develops an academic plan through graduation. Standardized program sheets exists for about 25 majors; with funding from the VPCC, the rest of the bachelor degree program sheets will be developed and posted on the Mānoa Advising Center website for public viewing by Dec. 2009. 2009-2010 program sheets that are developed will be posted by early April 2009. Plans for expansion beyond Kap CC to UHM to include the other CCs to UHM will depend on additional FTÉs (3 suggested for expansion to the 7 CCs). Currently a transfer specialist from KapCC comes to UHM twice a week to work on transfer evaluations. Pending activities include a special ID card; payment of student fees at secondary campus and international student participation.

UHM Diversification Memo

Effective Fall 2008, UHM will accept the diversification designation of courses from a campus that uses this designation in a consistent manner with the UHM diversification course eligibility policies, category hallmarks and designation processes. Currently 7
camps (UHM, UHWO, Kap CC, Lee CC, Hon CC, Win CC, Kaua‘i CC) have adopted diversification designation (DA, DH, DL, DS, DB, DP, DY) as part of the GE requirements.

(note: A similar agreement between UHM and UHH is also in place. See attached memo dated Feb. 12, 2009)

Joe Dane from ITS demonstrated a test course transfer website that added GE designations to the courses. Based on the discussion, a meeting to discuss the issues related to the website will be convened by Joanne Itano. Members include Tom Hilgers, June Nii, Louise Pagotto, Patti Chong, someone from Banner, Susan Nishida.

Equivalent courses = Equivalent courses

The issue that equivalent courses should be equivalent in course number, alpha, title and GE designation has a long history. It is important that faculty is involved in this process. Past experiences has demonstrated that after a disciplinary meeting that includes changes to courses’ number or alpha or title, there is agreement to the change. Faculty then need to initiate a curriculum change at their home campus which is often where the change is sidetracked. An administrative process may be useful for this narrow type of change.

Draft process

1. To review past courses for discrepancies:
   a. System office does a review of lower division courses (possibly start with F courses since the Foundations Board will meet in the Spring 2009 semester) and identify discrepancies in course alpha, number, title and GE designations.
   b. A specific charge to each discipline group based on above is prepared.
   c. Discipline meetings are organized and faculty representatives are selected with the understanding that they will participate in a decision making system group.
   d. Memo of understanding based on results of faculty discipline meeting prepared and used as documentation for curricular change on affected campuses.
   e. Curricular change submitted via “administrative” process which includes changes to the Shatat database.

2. For proposed changes to existing lower division courses that have comparable courses at least one other UH campus.
   a. Changes in alpha, number, title, course description, GE designation may not be initiated without a “permission to plan”.
   b. Permission to plan is obtained from ?????????

Process to be endorsed by UCA, CCAO and ACCFSC.

Linda and Joanne to prepare draft of process and will circulate to UCA for review/comments.