



UNIVERSITY of HAWAII®
KAUA'I
COMMUNITY COLLEGE



UNIVERSITY of HAWAII
Kaua'i Community College
Provisional Program Proposal
for Permanent Degree Status

Associate in Science (AS) in Business Degree

TABLE OF CONTENTS

I.	Self-Study Purpose.....	3
II.	Business Program Overview.....	3
III.	Self-Study Content	5
	1. Is the Program Organized to Meet Its Outcomes?	5
	2. Are the Program Resources Adequate?	8
	3. Is the Program Efficient?	9
	4. Evidence of Student Learning and Student and Program Success.....	9
	5. Are Program Outcomes Still Appropriate Functions of the College and University?.....	13
IV.	APPENDICES	

APPENDIX A – AY 2014-2016 KAUA`I COMMUNITY COLLEGE BUSINESS PROGRAM ANNUAL PROGRAM REVIEW DATA REPORT

APPENDIX B – BUSINESS PROGRAM AY 14-15 THROUGH AY 16-17 PROGRAM ACTION REQUEST

APPENDIX C – UH SYSTEM COURSE ARTICULATION AGREEMENT

APPENDIX D - ARTICULATION AGREEMENT WITH UHWO

APPENDIX E - BUSINESS PROGRAM ADVISORY BOARD

APPENDIX F - DRAFT PROGRAM ASSESSMENT PLAN

APPENDIX G – BUS 293V LEARNING OBJECTIVE EVALUATION FORM80

APPENDIX H – INDUSTRY LETTERS OF SUPPORT

I. Self-Study Purpose

Purpose of the Report:

This report is being submitted to request that the Associate in Science (AS) in Business degree at Kaua`i Community College be moved from Provisional Status to Permanent Status for the 2018-2019 Academic Year.

Based on the information and data provided throughout the report, one will be able to identify the value that the AS in Business degree brings to the students, business sector, and broader community.

The report will address five areas:

1. Organization of the program to meet its outcomes,
2. Program resource allocation,
3. Program efficiency,
4. Evidence of student learning and student and program success, and
5. Assessment of the appropriateness of program outcomes to college and university functions.

The majority of the data presented throughout this report comes from the Annual Reviews of Program Data (APRD) for the Academic Years 2014 – 2016. **(Please see Appendix A for the complete APRD Report.)**

II. Business Program Overview

Overview of the AS in Business Program

In the 2014-2015 Academic Year, the AS in Business degree was launched with the following vision and mission:

Vision

The AS in Business Degree Program seeks to cultivate and develop future industry professionals through a comprehensive curriculum that prepares them to enter into both the local and global marketplaces

Mission

The mission of the Business Degree Program at Kaua`i Community College is to provide learners with the knowledge and skills they need to successfully obtain employment in the business sector or pursue further educational opportunities by creating a challenging and inspiring environment that incorporates experiential learning throughout the curriculum.

The Business Degree Program mission statement aligns with the institution's mission by providing learners with a firm foundation from which they can launch their personal career paths and attain the level of success that they desire.

Objective

The AS in Business degree will prepare students for entry-level positions in business, industry, and non-profit organizations. It is designed for students who seek to gain a solid foundation of the basic concepts and skills necessary to contribute and create solutions in today’s business environment. Upon successful completion of this program, students will acquire the knowledge and skills that will allow them to apply management, marketing, and accounting concepts to improve operational performance in a business setting. This degree can help an individual jump-start his or her career in business or prepare them for transfer to a four-year institution.

The justification for developing and implementing the AS in Business was based on:

1. The need to fill jobs locally within the County of Kaua’i,
2. The growing impact of entrepreneurship education, and
3. The desire to create a pathway for students to articulate into a four-year Business Baccalaureate program

Program Objectives:

The Program are to:

- Provides students with an integrated understanding of business and economic concepts and how these concepts relate to business and social systems.
- Instills recognition and practice of ethical responsibilities and accountability.
- Fosters an understanding and practice of the management functions of planning, decision-making, and motivation.
- Increases the capacity to implement and adapt to change in the dynamic global market.
- Develops analytical thinking skills and inspire leadership growth.
- Cultivates the entrepreneurial spirit and provide a foundation for business development.
- Creates a seamless pathway for attaining a baccalaureate degree through articulation.

Program Structure:

The Program is structured in such a way that Certificates ladder into the AS degree. Below is a table of the Certificate and Degree options offered within the Program:

Name	Number of Credits	Semesters to Completion
Certificate of Competence in Retail Essentials	15	1
Certificate of Competence in Management Essentials	21	2
Certificate of Competence in Entrepreneurship	18	2
Certificate of Achievement in Management	42	3

Certificate of Achievement in Entrepreneurship	42	3
Associate in Science Degree in Business	61	4

(Please see Appendix B for the AY 14-15 to AY 16-17 Program Action Request)

Student Population:

There are three distinct target markets for the Program:

1. Traditional students matriculating from high school looking to complete their first two-years of a four-year degree program;
2. Non-traditional students attending on a part-time basis in order to attain either a Certificate of Achievement or A.S. Degree; and
3. Non-traditional, working professionals seeking to enhance technical skills in order to gain promotion or advancement.

The student population is diverse and mirrors the Institution’s diversity in terms of gender, age, and ethnicity. The Program has traditional students seeking a four-year degree as well as non-traditional students seeking short-term certificates for employment and promotion. There are also students who with a desire to create their own businesses and are taking an entrepreneurial pathway.

As the economy improves, we see part-time student enrollment increasing. In AY 16-17, roughly 70% of Business majors were part-time students. In order to accommodate their academic needs, the curriculum is designed to allow students to take either face-to-face or distance education courses. The curriculum has also been designed to have minimum prerequisites to allow for smoother entry at any point within the course sequencing.

III. Self-Study Content

1. Is the Program Organized to Meet Its Outcomes?

The Business Program Student Learning Outcomes (PSLOs) are stated below:

1. Develop critical thinking and interpersonal skills applicable to real-world problems
2. Utilize creativity and logical strategies and techniques to solve complex business issues
3. Implement and apply current technical solutions to business activities, systems, and processes
4. Apply foundational management principles to the functions of planning, organizing, coordinating, and decision making to business operations
5. Demonstrate fundamental knowledge of business and technical skills to support lifelong professional development

Advising

Advising of students comes from two sources: The Business Education Division Counselor and Business Program faculty. Both parties work closely and communicate effectively to ensure that students are enrolled in the courses that they want and need to achieve their educational goals. Whenever questions or concerns arise, both parties work towards alleviating the situation and providing solutions and options for students.

Curriculum

The Business core curriculum has been aligned to ensure that the PSLOs are met through its various courses. Below is a table that shows how each Business course aligns with the PSLOs:

Course	Title	PSLO Link
ACC 201	Introduction to Financial Accounting	3
ACC 202	Introduction to Managerial Accounting	3
BUS 120	Principles of Business	1,5
BUS 190	Survey of International Business	1,2,3,4,5
BUS 293V	Cooperative Vocational Education	1,2,3,4,5
BLAW 200	Business Law	1,2,5
ECON 130	Principles of Microeconomics	1,5
ECON 131	Principles of Macroeconomics	1,5
ENT 125	Starting a Business	1,2,3,4,5
ENT 130	Marketing for Small Business	1,2,3,4,5
ENT 150	Basic Accounting and Finance for Small Business	1,2,3,4,5
MGT 120	Principles of Management	1,2,3,4,5
MGT 122	Human Relations for Business	1,2,3,4,5
MKT 120	Principles of Marketing	1,2,3,4
MKT 130	Principles of Retail	1,2,3,4

The Program's core curriculum, that was originally submitted when seeking Provisional status, has remained, while courses that were no longer relevant as stand-alone courses were retired and new courses have been added. ECOM 100 and SMKT 150 have been retired as there was redundancy and overlap with Course Student Learning Outcomes (CSLOs) from other Business courses. In order to prepare students to effectively engage in the global marketplace, BUS 190 – Survey of International Business was developed and added to the curriculum.

The curriculum is aligned with the other Business industry related programs within the UHCC system. In September of 2017, a University of Hawai'i System Course Articulation Agreement was written. This agreement focuses on aligning Marketing, Management, and Entrepreneurship courses within the system and ensures that there are consistent course descriptions and Course Student Learning Outcomes (CSLOs). **(Please see Appendix C for a copy of the UH System Course Articulation Agreement.)**

The AS in Business Program has been accepted by University of Hawai'i -West O`ahu (UHWO) and a formal Articulation Agreement was executed in 2016. This now enables Kaua'i Community College Business Majors who attain their AS degree to complete their final two years at UHWO and earn a Bachelor's Degree. **(Please see Appendix D for a copy of the Articulation Agreement with UHWO.)**

The AS Degree in Business is the only one being offered within varies the UHCC Business Programs. While other campuses have Management or Marketing degrees, what is being offered at KCC provides students with a broader platform within the business field, which allows them to continue their educational path in an area of specialization at a four-year institution.

Entrepreneurship has been a fabric of our community and is growing in popularity amongst our student base. The Program offers three entrepreneurship courses, which form the core of a Certificate of Competence, Certificate of Achievement, and the AS degree.

As mentioned earlier, the AS Degree is structured so that the Certificates ladder into the Degree so that students are not taking courses that are not needed. The various options also allow students to attain credentials based upon their desired academic pathway. For those needing specific knowledge and skills, there are the Certificate programs and for those wishing to pursue higher degree attainment, there is the AS degree.

Business Program Advisory Board

The Business Program has established its own Advisory Board in AY 14-15 to help guide and shape the Program's Certificates and Degree. Members of the Advisory Board represent the various chambers of commerce on island, private sector, economic development non-profit entities, and seat for a member of the Business and Young Entrepreneurs student club.

The Advisory Board meets formally once a year to review the status of the Program and lend their expertise to improving all aspects of the Program. **(See Appendix E for a list of the Business Program Advisory Board.)**

2. Are the Program Resources Adequate?

Currently the Program has one (1.0) FTE and hires lecturers on an as-needed basis. Historically, the Program has hired lecturers to instruct between 9 and 15 credits per semester. As mentioned earlier, the Program currently offers the BUS 120 course as part of the Early College program at Kapa`a High School one semester per academic year. With the increasing growth of the on-campus majors and the increased demand for additional courses and sections of Early College courses at the high schools, there will be a need to increase the number of faculty. Below is a list of the current full-time faculty within the A.S. Business Degree Program:

Faculty	Credentials
Dirk N. Soma Instructor Program Coordinator	BBA – Travel Industry Management University of Hawai`i at Manoa MPS – Travel Industry Management University of Hawai`i at Manoa Director and Immediate Past President – Kaua`i Native Hawaiian Chamber of Commerce Kaua`i Island Representative – Native Hawaiian Education Council

It should be noted that in the 2017 Instructional Annual Report of Program Data (APRD) for Business, it identified an Analytic FTE Faculty of 2.6. If enrollment trends continue, there will be a need to address the number of full-time faculty assigned to the Business Program.

Budget

As shown in the table below, the overall budget and the General Fund Budget Allocation has decreased from FY 15 to FY 17. There are no Special Fund Budget Allocations for the Program. Tuition and Fees revenue will continue to increase as more students enroll in Business courses.

BUDGET	FY 15	FY 16	FY 17
General Funds	\$160,337	\$140,421	\$123,523
Tuition and Fees	N/A	N/A	\$2,500
Total Costs	\$160,337	\$140,421	\$126,023

3. Is the Program Efficient?

In reviewing SSH, there has been significant increases in both Program and Non-Program majors in Program classes as well as SSH in all Program classes, while the cost per SSH has decreased from \$2,121 in AY 15-16 to \$246 in AT 16-17.

SSH	AY 14-15	AY 15-16	AY 16-17
SSH Program Majors in Program Classes	0	72	273
SSH Non-Majors in Program Classes	54	45	705
SSH In All Program Classes	54	117	978
Cost per SSH	Not Reported	\$2,121	\$246

Average class size has grown in each of the last three AYs to the point that the Program has been operating with current 13.0 students per class, which is 1.0 student above the recent 12:1 ratio reported in the College’s most recent ACCJC accreditation self-study report. The class fill rate for AY 16-17 is 56.9%, up from 32.7% in AY 14-15. Though the fill-rate may seem concerning, it should be noted that the Program taught 25 courses in AY 16-17 as compared to 5 in AY 14-15.

	AY 14-15	AY 15-16	AY 16-17
Average Class Size	4.5	9.8	13.0
Fill Rate	32.7%	62.9%	56.9%
Number of Classes Taught	4	4	25

An employment poll of the AY 16-17 Program completers was taken in the Fall 2017 to determine how many were employed within their field. Of those who had earned a Certificate of Competence, Certificate of Achievement, and/or the A.S. Degree, 100% were employed in the Business field. These positions included both line and supervisory positions in the private, public, and nonprofit sectors of the industry.

4. Evidence of Student Learning and Student and Program Success.

In the last three years, the number of Business majors has increased from 5 in AY 14-15 to 40 in AY 2016-17. This exceeds the initial projection of 30 majors enrolled by year three. For the current AY 17-18, there are 51 declared Business majors.

Native Hawaiian Student enrollment has jumped from 0 in AY 14-15, when the Program was first offered to 18 AY 16-17. Native Hawaiian students made up 45% of the total Business majors in AY 16-17.

Number of Majors	AY 14-15	AY 15-16	AY 16-17
-------------------------	-----------------	-----------------	-----------------

Total	5	25	40
Native Hawaiian	0	6	18

In addition to on-campus enrollment, the Business Program has offered its BUS 120 course to Kapa`a High Schools as a part of the Early College program in the spring of 2017. The course is being offered again in the Spring 2018 semester.

Time to Degree and Retention

Below is data from the 2017 Instructional Annual Report of Program Data that relates to Program effectiveness:

Indicator	AY 14-15	AY 15-16	AY 16-17
Successful Completion (Equivalent of C or better)	83%	82%	79%
Persistence Fall to Spring	0%	42.3%	65.1%
Persistence Fall to Fall	0%	24%	31.7%
Unduplicated Certificates/Degrees Awarded	0	2	11
Transfers with credential to UH 4-yr	0	0	2
Transfers without credential to UH 4-yr	0	0	0
Number of Distance Education Courses Taught	0	0	6
Enrollments in Distance Education Classes	N/A	N/A	73
Successful Completion (Equivalent of C or Higher)	N/A	N/A	70%

The table above shows that students are completing Business courses at a rate of 79% for AY-16-17. In comparison, the Management Program at Leeward Community College and the Marketing Program at Kapiolani Community College has Successful Completion rates of 72% and 66% respectively.

In order to meet the needs of students who work and /or have families, the Program offered six distance learning courses in AY 16-17. Successful completion was 70%, which is comparable to both LCC (70%) and KapCC (77%).

Persistence rates from Fall to Spring and Fall to Fall are trending higher each AY, though there is still room for improvement. However, when comparing this data to comparable Programs at other UHCCs, the Business Program at Kauai Community College is the only one with increasing rates of persistence for the last three AYs.

The first two AS in Business degrees were awarded in AY 15-16. This represented a 40% completion rate based of the five declared majors in AY 14-15. In AY 16-17, 11 unduplicated certificates or degrees were awarded, which is 39% of the declared majors in AY 14-15 and AY 15-16. It should be noted that two of those students earning credentials from the Program transferred to a 4-year University of Hawai`i campus.

Given that the rate of unemployment on Kaua`i is extremely low and that roughly 70% of Business majors are part-time, it will be a challenge to increase the completion rates, but through increasing faculty engagement with students, comprehensive student support services, and guided counseling, we will be able to maintain positive time to degree rates.

Student Performance

All five of the Business Program Student Learning Outcomes (PSLOs) were assessed over the past academic year through various course assignments and from industry review.

Each spring semester, the Business Program Advisory Board (BPAB) reviews the PSLOs and makes recommendations to ensure that they align with industry needs. At the May 4, 2017 BPAB meeting, no additions, deletions, or edits were made to the existing PSLOs.

The expected levels of achievement for PSLOs is 70 percent. Annually, the Program conducts a five-year course review to ensure that business course CSLOs are aligned with PSLOs as well as the Institutional Learning Outcomes (ISLOs). Since the Program's inception, all courses that have come up in the five-year course review cycle have met the PSLOs. The assessment measures used include both formative and summative assessment methodologies that help gauge student performance quantitatively and qualitatively.

Students performed satisfactorily for each PSLO. As stated earlier in the report, the benchmark for each PSLO within the Business Program is 70%. For the AY 2015-16, 73% of students either met or exceeded this benchmark. In AY 2016-17, 84% of students either met or exceeded this benchmark.

The College has recently decided to make a shift from direct CSLO assessment to PSLO assessment. A draft assessment plan has been being developed this spring for implementation AY 2018. **(Please see Draft Program Assessment Plan Appendix F.)**

The BUS 293V course serves as the capstone course for all Business majors. In this class, students are required to complete 225 hours of on-the-job experience, while integrating the knowledge and skills that they have acquired through their course work. Employers are given the opportunity to assess and evaluate the student's performance and provide comments and feedback through a Learning Objective Evaluation form (**See Learning Objective Form Appendix G.**).

Of the 11 students who have completed the BUS 293V, 100% have achieved Full Accomplishment or Above Average Accomplishment rating on their Job Oriented Learning Experience, with 93% earning a full Accomplishment rating. 100% of the students have achieved and Excellent or Good rating for Overall Student Work Performance, with 96% earning an Excellent rating.

Below are some of the actual supervisor comments:

M is an energized go-getter. She is a great team member. She understands structure and organization. She looks for areas of our business where we can improve and ensures changes that she make(s)are made with everyone on the same page.

J possesses a willingness to learn that is above par. He is confident in his abilities, which leads to quality performance. J is a well-balanced team player and is able to easily identify the needs of our internal and external customers.

H is extremely dependable and loyal. Punctual and helpful to all co-workers. H will continually improve his skills as he studies and gains more life experiences. Any employer will be lucky to have H.

In addition to the quantitative and qualitative data provided so far, below are two testimonials from students who will be graduating from the Business Program in AY 2017-18:

“The KCC business degree courses have taught me so much, not only about business but also about myself. I decided to attain my business degree because I wanted to be able to manage a company or own my own business sometime in the future. While going through the course I practiced what I was learning at my workplace, which got my bosses attention because I excelled in guest service, thanks to my customer service class, and I was able to think of ways to increase profits, from my accounting, marketing, and management classes. Through this program, I was able to mentor my managers at work and experience what it was like to be in charge of others and what it's like to run a company. Earning this degree shows me that I am capable of achieving my goal of starting my own business and thanks to this entire program I now have to confidence to do so.” – Melina O. C.A. in Management Candidate, Fall 2017 Graduate

“My experience with the program has been challenging but rewarding. I have gained a greater knowledge about the business field after being in

the program. The projects were very challenging and a new experience for me. As a group we had to make business plans, market products to the class, run financial analyses on businesses, and much more. With each test passed and project successfully completed has built my confidence, abilities of being a manager, and finding a better job in the business field. Having teachers with great experience and knowledge in the field made learning very interesting and easy. All the business teachers do a great job at taking concepts we learned from the book and relating them to the real world, which made the material we learned that much more meaningful.

When I do attain my A.S. Business Degree it would mean being one step closer to obtaining a better job for myself. With this job I hope to better provide for my family instead of living from paycheck to paycheck. Also with the degree I can prove to myself that I can get a college education even though I dropped out of high school and got my G.E.D.” – Hal M. – A.S. Business Degree Candidate, Spring 2018.

Awards to Faculty

Instructor and Program Coordinator Dirk N. Soma was recognized by the Small Business Association in 2016 as the Small Business Advocate for Minorities for the County of Kauaʻi for his ability to recruit Hawaiian students into the business pathway.

Mr. Soma has worked closely with the Waiʻaleʻale Program to share information with Hawaiian students about the careers and opportunities in the business field and each year, invites 10 Waiʻaleʻale students to attend the annual Kauaʻi Native Hawaiian Chamber of Commerce general membership meeting for networking.

5. Are Program Outcomes Still Appropriate Functions of the College and University?

The AS in Business Degree outcomes are appropriate functions of both the College and the University. The table below illustrates the alignment and describes actions and activities that have been completed over the past several years to ensure continuous support and alignment.

Goal Alignment UH System Goals, Kauai Community College Goals, and Strategic Goals	Program Goals
UHCC/KCC Initiative: Hawaii Graduation Initiative	

<p><u>Strategic Goal 1: Increase the Number of Graduates</u></p>	<ol style="list-style-type: none"> 1. Review and streamline course programming so that students can get the courses they need to graduate on time. 2. Completed articulation agreement with UHWO so that students can earn their 4-year degree more efficiently. 3. Offer high demand courses online and face-to-face. 4. Provide academic advising and support to students to keep them on track.
<p><u>Strategic Goal 2: Increase the Number of Native Hawaiian Graduates</u></p>	<ol style="list-style-type: none"> 1. Actively engage students within Project Wai`ale`ale and serve as host during their orientations and campus events. By developing relationships with NH students, the Program can attract them. 2. Informally, survey students in Business courses to identify NH students and be able to monitor their progress each semester.
<p><u>Strategic Goal 3: Increase the Number of Low Income Student Graduates</u></p>	<ol style="list-style-type: none"> 1. Work with on-campus programs that look to recruit and retain this student demographic.
<p><u>Strategic Goal 4: Increase the Number of Students Who Transfer</u></p>	<ol style="list-style-type: none"> 1. Inform students of articulation agreement with UHWO and benefits of their distance education offerings.
<p><u>Strategic Goal 5: Eliminate Access and Success Gaps</u></p>	<ol style="list-style-type: none"> 1. Actively engage students in all of the Business courses, not just declared majors to attend classes and provide extra support where needed.
<p><u>Strategic Goal 6: Reduce the Time to Degree: Accelerate College Readiness</u></p>	<ol style="list-style-type: none"> 1. Streamline, align, and schedule courses effectively to increase degree attainment.
<p><u>Strategic Goal 7: Reduce the Time to Degree: Increase Student Retention and Credit Accumulation</u></p>	<ol style="list-style-type: none"> 1. Streamline, align, and schedule courses effectively to increase degree attainment.

UHCC/KCC Initiative: Hawaii Innovation Initiative	
<u>Strategic Goal 8: Increase Job Placement for KauaiCC Students</u>	<ol style="list-style-type: none"> 1. Work through Program Advisory Board and other community Professional networks to establish employment pipelines. 2. Communicate with on-campus career development and placement center to disseminate employment information to students.
<u>Strategic Goal 9: Increase the STEM Workforce</u>	N/A
<u>Strategic Goal 10: Increase Lifelong Learning and Professional Development Opportunities for community members</u>	<ol style="list-style-type: none"> 1. Work with OCET department to develop and provide courses and workshops to meet industry and professional development needs for the community.
UHCC/KCC Initiative: Modern Teaching and Learning Environment	
<u>Strategic Goal 11: Increase Campus and Community Sustainability</u>	<ol style="list-style-type: none"> 1. Incorporate discussions that focus on the three-and four-win business models into respective business courses and create activities around the theme of sustainability.
<u>Strategic Goal 12: Strengthen Distance Education Offerings</u>	<ol style="list-style-type: none"> 1. Increase DE learning opportunities for students. 2. Engage business faculty with professional development around enhancing DE.
<u>Strategic Goal 13: Enhance Facilities with Appropriate Technology and Ensure Facilities Support 21st Century Learning and Teaching Environments</u>	<ol style="list-style-type: none"> 1. Work with peers within BED to ensure that students are provided with up-to-date technology to succeed in the business environment of today. 2. See Part IV for Program goal for AY 2017-2018.

UHCC/KCC Initiative: High Performance Mission-Driven System	
<u>Strategic Goal 14: Reduce the Cost of Education for Students</u>	<ol style="list-style-type: none"> 1. Utilize soft-cover, on-line, and open source texts to reduce costs for students. 2. Utilize single text for all three Entrepreneurship courses being offered.
<u>Strategic Goal 15: Implement Hawai'i Papa O Ke Ao</u>	<ol style="list-style-type: none"> 1. Incorporate Hawaiian Cultural Values into Entrepreneurship and Business classes.
<u>Strategic Goal 16: Increase Opportunities for and Participation in Professional Development</u>	<ol style="list-style-type: none"> 1. Allocate portions of Program budget for PD activities and encourage lecturers to participate in PD opportunities on campus
UHCC/KCC Initiative: Enrollment	
<u>Strategic Goal 17: Increase Recent High School Graduates Enrollment</u>	<ol style="list-style-type: none"> 1. Offer BUS 120 as part of Early College Program at Kapa'a High School. 2. Attend College and Career Day events at various campuses. 3. Make presentations to educational groups such as Keiki to Career to promote the Business Program.
<u>Strategic Goal 18: Increase Pacific Islander Enrollment</u>	<ol style="list-style-type: none"> 1. Actively work with Kauai Native Hawaiian Chamber of Commerce to recruit NH students.
<u>Strategic Goal 19: Increase High School Non-Completers and GED Recipient Enrollment</u>	<ol style="list-style-type: none"> 1. Develop communications channels with DOE adult schools and other organizations supporting GED programs.
<u>Strategic Goal 20: Increase Enrollment of Working Adults</u>	<ol style="list-style-type: none"> 1. Develop PLA program within Business.

	<ol style="list-style-type: none"> 2. Actively promote the existing Program to the various business and professional associations on Kauai.
<u>Strategic Goal 21: Increase Enrollment of International Students</u>	<ol style="list-style-type: none"> 1. With the introduction of the BUS 190 course, Survey of International Business, provide a platform to dialogue with international institutions that the campus and the UH system have relationships with. 2. Actively seek out future opportunities to recruit international students from Pacific Island nations.

The evidence for continuing the AS in Business Degree Program at Kaua'i Community College is clear:

- The Business Career and Technical Education Pathway at our D.O.E. high schools continue to grow. Students exiting this pathway will be seeking a viable option to continue their education.
- Enrollment in the Business Program at the College has increased over the past three AYs and continues to grow.
- As the College has identified Business as part of its Guided Pathways, students who decide on this path will be able to continue towards their degree in the discipline.
- Native Hawaiian students are entering into the Business Program and we will be able to keep their path to graduation open and encourage more to pursue studies in the field.
- Those earning an AS Business Degree are matriculating into UHWO to continue their education.
- According to the 2016 Hawai'i Labor Market Dynamics report completed by the Research and Statistics Office of the Department of Labor and Industrial Relations for the State of Hawai'i, the mean hourly wage for Management in the State of Hawai'i was the highest for all of the Major Occupational Groups at \$44.81. Business and Financial Operations ranked sixth at a mean of \$30.78. Overall monthly earnings for Management of Companies and Enterprises increased by 23.4% from 2005 to 2015. Students with their degrees will be able to compete for these jobs.
- A very high percentage of those who earn either a Certificate of Achievement or an AS Degree are employed within their field of study on Kaua'i.
- Members of Kaua'i's business community have expressed support for the continuation of the AS Degree Business Program and changing its designation from Provisional to Permanent. **(Please see Appendix H for Industry letters of support.)**

Below is a table illustrating the key APRD Demand Indicator for potential employment opportunities for graduates:

Demand Indicator	AY 2014	AY 2015	AY 2016
New & Replacement Positions (State)	780	802	709
New & Replacement Positions (County Prorated)	34	36	36

Additional data from the 2016 Hawai'i Labor Market Dynamics report completed by the Research and Statistics Office of the Department of Labor and Industrial Relations for the State of Hawai'i, supports the need for continuing the AS Degree Program in Business at Kaua'i Community College:

- Kaua'i's unemployment rate of 4.1% is lower than the United States' rate of 5.3%.
- The Professional and Business Services industry sector posted faster than average job gains from 2010 to 2015 at 16.5%.
- Kaua'i County civilian labor force growth rate increased by 10.5% from 2005-2015, second only to Maui County.
- Professional and Business Services are predicted to have an annual growth rate of 0.7% through 2024.
- Projected average annual total job openings for occupational groups in business will increase through 2024.
- General and Operations Managers, as an occupation show positive growth in job openings through 2024.

IV. APPENDICIES

APPENDIX A – AY 2014-2016 KAUA`I COMMUNITY COLLEGE BUSINESS PROGRAM ANNUAL PROGRAM REVIEW DATA REPORT

Annual Program Review Update Outline

You may also download the below outline from the KCC Program Review webpage.

Kaua`i Community College
Annual Program Review Update for
BUSINESS

Program Description:

The Associate in Science in Business degree will prepare students for entry-level positions in business, industry, and non-profit organizations. It is designed for students who seek to gain a solid foundation of the basic business concepts and skills necessary to contribute and create solutions in today's business environment. Upon successful completion of this program, students will acquire the knowledge and skills to apply management, marketing, and accounting concepts to improve operational performance in a business setting. This degree can help an individual jump-start a career in business or prepare them for transfer to a four-year institution.

<http://info.kauai.hawaii.edu/admin/prapru.htm> - apru

Program Mission Statement: The mission of the Business Program at Kaua`i Community College is to provide learners with the knowledge and skillset they need to successfully obtain employment within the business sector or pursue further educational opportunities by creating a challenging and inspiring environment that incorporates experiential learning throughout the curriculum.

The Business Program mission statement aligns with the institution's mission in that we believe in providing learners with a firm foundation from which they can launch their personal career paths and attain the levels of success that they desire.

Part I. Quantitative Indicators

Overall Program Health: Healthy

Majors Included: BUS Program CIP: 52.0201

Demand Indicators	Program Year			Demand Health Call
	14-15	15-16	16-17	
1 New & Replacement Positions (State)	780	802	709	
2 *New & Replacement Positions (County Prorated)	34	36	36	
3 Number of Majors	5	25	40	
3a Number of Majors Native Hawaiian	0	6	18	
3b Fall Full-Time	0%	35%	33%	
3c Fall Part-Time	0%	65%	67%	
3d Fall Part-Time who are Full-Time in System	0%	8%	7%	
3e Spring Full-Time	20%	42%	27%	Healthy
3f Spring Part-Time	80%	58%	73%	
3g Spring Part-Time who are Full-Time in System	0%	21%	8%	
4 SSH Program Majors in Program Classes	0	72	273	
5 SSH Non-Majors in Program Classes	54	45	705	
6 SSH in All Program Classes	54	117	978	
7 FTE Enrollment in Program Classes	2	4	33	
8 Total Number of Classes Taught	4	4	25	

Efficiency Indicators	Program Year			Efficiency Health Call
	14-15	15-16	16-17	
9 Average Class Size	4.5	9.8	13.0	
10 *Fill Rate	32.7%	62.9%	56.9%	
11 FTE BOR Appointed Faculty	0	1	1	Cautionary
12 *Majors to FTE BOR Appointed Faculty	0	25	40	
13 Majors to Analytic FTE Faculty	11.3	67.5	15.2	

13a	Analytic FTE Faculty	0.4	0.4	2.6
14	Overall Program Budget Allocation	Not Reported	\$248,140	Not Yet Reported
14a	General Funded Budget Allocation	Not Reported	\$240,959	Not Yet Reported
14b	Special/Federal Budget Allocation	Not Reported	\$0	Not Yet Reported
14c	Tuition and Fees	Not Reported	\$7,181	Not Yet Reported
15	Cost per SSH	Not Reported	\$2,121	Not Yet Reported
16	Number of Low-Enrolled (<10) Classes	4	1	4

***Data element used in health call calculation**

Last Updated: October 29, 2017

Effectiveness Indicators	Program Year			Effectiveness Health Call
	14-15	15-16	16-17	
17 Successful Completion (Equivalent C or Higher)	83%	82%	79%	
18 Withdrawals (Grade = W)	1	1	15	
19 *Persistence Fall to Spring	0%	42.3%	65.1%	
19a Persistence Fall to Fall	0%	24%	31.7%	
20 *Unduplicated Degrees/Certificates Awarded	0	2	5	
20a Degrees Awarded	0	0	2	
20b Certificates of Achievement Awarded	0	0	4	Healthy
20c Advanced Professional Certificates Awarded	0	0	0	
20d Other Certificates Awarded	0	0	5	
21 External Licensing Exams Passed	Not Reported	Not Reported	N/A	
22 Transfers to UH 4-yr	0	0	2	
22a Transfers with credential from program	0	0	2	
22b Transfers without credential from	0	0	0	

program

	Distance Education: Completely On-line Classes			Program Year		
				14-15	15-16	16-17
23	Number of Distance Education Classes Taught	0	0	6		
24	Enrollments Distance Education Classes	N/A	N/A	73		
25	Fill Rate	N/A	N/A	49%		
26	Successful Completion (Equivalent C or Higher)	N/A	N/A	70%		
27	Withdrawals (Grade = W)	N/A	N/A	6		
28	Persistence (Fall to Spring Not Limited to Distance Education)	N/A	N/A	71%		

	Perkins IV Core Indicators 2015-2016			Goal Actual Met		
29	1P1 Technical Skills Attainment	0	0	Met		
30	2P1 Completion	0	0	Met		
31	3P1 Student Retention or Transfer	0	0	Met		
32	4P1 Student Placement	0	0	Met		
33	5P1 Nontraditional Participation	N/A	N/A	N/A		
34	5P2 Nontraditional Completion	N/A	N/A	N/A		

	Performance Measures	Program Year		
		14-15	15-16	16-17
35	Number of Degrees and Certificates	0	1	6
36	Number of Degrees and Certificates Native Hawaiian	0	0	0
37	Number of Degrees and Certificates STEM	Not STEM	Not STEM	Not STEM
38	Number of Pell Recipients ¹	5	17	3

39 Number of Transfers to UH 4-yr 0 0 2

***Data element used in health call calculation**

Last Updated: October 29, 2017

¹PY 16-17; Pell recipients graduates not majors

Part II. Analysis of the Program

The Business Program at KCC has been formally in place for three years. The value of the Business degree is being seen by students and with the skills and knowledge they gain from this Program, they are able to enter into the workforce with a strong set of tools to be successful or, for those already in the workforce, increase their value to current and future employers.

The Business Program is designed with concentrations in Management and Entrepreneurship. The various Certificates ladder efficiently into the Degree Program and the limited requirement for pre-requisites allows students to seamlessly enter into courses that best fit their work and life schedules. In looking at the ratio of full-time to part-time students within the Program, we see that by having this structure allows for students to take courses around their work and life schedules.

Courses offered have extremely relevant content and are offered both face-to-face and via distance. In the last academic year, the Program offered five times as many classes over the previous one. This has provided greater opportunities for students to access courses that they need to continue their paths towards degree and certificate completion. This has not only proven beneficial for students on Kauai, but for other Business students within the University system as they are able to take courses that may not be offered or have already filled due to high demand at their home campuses. Though average class size has increased, we must remain vigilant to ensure that we manage course enrollment.

Demand indicators show Healthy results for the past Academic Years as the number of Majors had increased by 60% from AY 2015-2016 to AY 2016-2017. The number of Native Hawaiian Majors tripled and SSH numbers increased dramatically.

Efficiency indicators were rated as Cautionary. Though average class size increased by 30%, fill rates decreased slightly. This can be attributed to the number of classes that were offered increasing from 4 to 25 from the previous academic year.

Effectiveness indicators received a Healthy rating. Last academic year, the Business Program awarded two A.S. degrees, four C.A.s and five CoCs. Students successfully completed the courses at a rate of

79% and persistence rates from fall to spring were at 65%. Persistence by students from fall to fall increased by 7.7%, but still is a point to be monitored in the future. With the articulation agreement in place with UH West Oahu has provided students an opportunity to transfer within the UH system and the Business Program had two students transfer in the last academic year.

Part III. Goals, Alignment and Action Plan

Since the Business Program is new to the campus, it is still in its Provisional status and therefore, has not conducted a CPR. However, there have been goals set for the current year, which are designed to improve the Program from the standpoint of the student consumer, the employer, and the campus. Program goals are shown in the chart below as they align and support the goals of the system, the institution and overall strategy.

2016-2021 Strategic Goals

(2016-2017 Priority Goals are underlined)

Goal Alignment UH System Goals, Kauai Community College Goals, and Strategic Goals	Program Goals
UHCC/KCC Initiative: Hawaii Graduation Initiative	
<u>Strategic Goal 1: Increase the Number of Graduates</u>	<ol style="list-style-type: none"> 1. Review and streamline course programming so that students can get the courses they need to graduate on time. 2. Completed articulation agreement with UHWO so that students can earn their 4-year degree more efficiently. 3. Offer high demand courses online and face-to-face. 4. Provide academic advising and

	support to students to keep them on track.
<u>Strategic Goal 2: Increase the Number of Native Hawaiian Graduates</u>	<ol style="list-style-type: none"> 1. Actively engage students within Project Wai`ale`ale and serve as host during their orientations and campus events. By developing relationships with NH students, the Program can attract them. 2. Informally, survey students in Business courses to identify NH students and be able to monitor their progress each semester.
<u>Strategic Goal 3: Increase the Number of Low Income Student Graduates</u>	1. Work with on-campus programs that look to recruit and retain this student demographic.
<u>Strategic Goal 4: Increase the Number of Students Who Transfer</u>	<ol style="list-style-type: none"> 1. Inform students of articulation agreement with UHWO and benefits of their distance education offerings.
Strategic Goal 5: Eliminate Access and Success Gaps	<ol style="list-style-type: none"> 1. Actively engage students in all of the Business courses, not just declared majors to attend classes and provide extra support where needed.
Strategic Goal 6: Reduce the Time to Degree: Accelerate College Readiness	<ol style="list-style-type: none"> 1. Streamline, align, and schedule courses effectively to increase degree attainment.
<u>Strategic Goal 7: Reduce the Time to Degree: Increase Student Retention and Credit Accumulation</u>	<ol style="list-style-type: none"> 1. Streamline, align, and schedule courses effectively to increase degree attainment.
UHCC/KCC Initiative: Hawaii Innovation Initiative	
Strategic Goal 8: Increase Job Placement for KauaiCC	<ol style="list-style-type: none"> 1. Work through Program Advisory Board and other community

Students	<p>Professional networks to establish employment pipelines.</p> <p>2. Communicate with on-campus career development and placement center to disseminate employment information to students.</p>
Strategic Goal 9: Increase the STEM Workforce	N/A
Strategic Goal 10: Increase Lifelong Learning and Professional Development Opportunities for community members	<p>1. Work with OCET department to develop and provide courses and workshops to meet industry and professional development needs for the community.</p>
UHCC/KCC Initiative: Modern Teaching and Learning Environment	
Strategic Goal 11: Increase Campus and Community Sustainability	<p>1. Incorporate discussions that focus on the three-and four-win business models into respective business courses and create activities around the theme of sustainability.</p>
<u>Strategic Goal 12: Strengthen Distance Education Offerings</u>	<p>1. Increase DE learning opportunities for students.</p> <p>2. Engage business faculty with professional development around enhancing DE.</p>
Strategic Goal 13: Enhance Facilities with Appropriate Technology and Ensure Facilities Support 21st Century Learning and Teaching Environments	<p>1. Work with peers within BED to ensure that students are provided with up-to-date technology to succeed in the business environment of today.</p> <p>2. See Part IV for Program goal for AY 2017-2018.</p>
UHCC/KCC Initiative: High Performance Mission-Driven System	

Strategic Goal 14: Reduce the Cost of Education for Students	<ol style="list-style-type: none"> 1. Utilize soft-cover, on-line, and open source texts to reduce costs for students. 2. Utilize single text for all three Entrepreneurship courses being offered.
Strategic Goal 15: Implement Hawai'i Papa O Ke Ao	<ol style="list-style-type: none"> 1. Incorporate Hawaiian Cultural Values into Entrepreneurship and Business classes.
Strategic Goal 16: Increase Opportunities for and Participation in Professional Development	<ol style="list-style-type: none"> 1. Allocate portions of Program budget for PD activities and encourage lecturers to participate in PD opportunities on campus
UHCC/KCC Initiative: Enrollment	
Strategic Goal 17: Increase Recent High School Graduates Enrollment	<ol style="list-style-type: none"> 1. Offer BUS 120 as part of Early College Program at Kapaa High School. 2. Attend College and Career Day events at various campuses. 3. Make presentations to educational groups such as Keiki to Career to promote the Business Program.
Strategic Goal 18: Increase Pacific Islander Enrollment	<ol style="list-style-type: none"> 1. Actively work with Kauai Native Hawaiian Chamber of Commerce to recruit NH students.
Strategic Goal 19: Increase High School Non-Completers and GED Recipient Enrollment	<ol style="list-style-type: none"> 1. Develop communications channels with DOE adult schools and other organizations supporting GED programs.
Strategic Goal 20: Increase Enrollment of Working Adults	<ol style="list-style-type: none"> 1. Develop PLA program within Business. 2. Actively promote the existing Program to the various business and professional associations on Kauai.

Strategic Goal 21: Increase Enrollment of International Students	<ol style="list-style-type: none"> 1. With the introduction of the BUS 190 course, Survey of International Business, provide a platform to dialogue with international institutions that the campus and the UH system have relationships with. 2. Actively seek out future opportunities to recruit international students from Pacific Island nations.
--	---

Status Report for the prior year requests – There were no requests made by the Business Program last academic year.

Program Goal & Campus Strategic Goal or Priority Alignment	N/A
Action Item	N/A
Resource Acquired	N/A
Outcome(s)	N/A
Outcome(s) Evaluation (Improvements made to program based on assessment data)	N/A
Action Plan if outcome was not met	N/A

Part IV. Resource Implications

The proposal below is a request for Vizio displays for each of the classrooms in the Business Building. It's a challenge trying to pinpoint specific BTEC quantitative indicators that reflect improving or upgrading classrooms. Essentially, providing the best facilities and equipment reflects the College's commitment to provide an ergonomically sound environment with quality technology that will bolster student learning. Right now, there is a need for substantial improvement. The *National Standards for Business Education* explains the role of information technology in business education as, "To prepare students to be successful in today's global business environment, which is increasingly dependent on—and defined by—technology tools, educators must focus on the use of technology as a tool for facilitating business functions." (NBEA, 2013, p. 80) Additional benefits include:

- Demand: Appealing and modern equipment for the 21st Century classroom
- Efficiency: Quick and easy to use equipment
- Effectiveness: Indirectly, but argue that new equipment should lead to better overall student success.

Program Goal and Campus Strategic Goal or Priority Alignment	Strategic Goal 13: Enhance Facilities with Appropriate Technology and Ensure Facilities Support 21st Century Learning and Teaching Environments
Action Item	Upgrade presentation displays in classrooms.
Resource(s) Request	Vizio model E75-E3, 4K 85-inch display. Initial Acquisition Cost: \$1,950 x 9 = \$17,550
Person(s) Responsible and Collaborators	Computer Services
Timeline	Fall 2018
Indicator of Improvement	Class fill rate will increase from 56.9% to 65%. Persistence will increase from the current 65.1% to 70%. Successful completion will increase from 79% to 84%.
PSLO Impacted	Implement and apply current technical solutions to business activities, systems, and processes
Current Status	Discussed with Computer Services staff and ITAC Chair.

RESOURCES NEEDED			OUTCOMES
Initial Acquisition Cost	Annual Recurring Cost	Useful Life	(Identify and Quantify)
\$17,550	N/A	5-7 years	See Indicator of Improvement Above

Part V. Program Student Learning Outcomes and Assessment

Business Program PSLOs:

1. Develop critical thinking and interpersonal skills applicable to real-world problems

2. Utilize creativity and logical strategies and techniques to solve complex business issues
3. Implement and apply current technical solutions to business activities, systems, and processes
4. Apply foundational management principles to the functions of planning, organizing, coordinating, and decision making to business operations
5. Demonstrate fundamental knowledge of business and technical skills to support lifelong professional development

All five of the Business Program Student Learning Outcomes were assessed over the past academic year through various course assignments and from industry review.

- A. Provide evidence that your PSLOs are aligned with industry needs.
 1. Each spring semester, the Business Program Advisory Board reviews the PSLOs and makes any recommendations to ensure that they align with industry needs. At the May, 2017 BPAB meeting, no additions, deletions, or edits were made to the existing PSLOs.
- B. What is the expected level of achievement for your PSLOs?
 1. The expected levels of achievement for PSLOs is 70%.
- C. List the courses whose outcomes have been assessed.
 1. The courses assessed over the last AY are: .
 - BUS 120
 - BUS 293V
 - ECOM 100
 - MKT 130
 - ENT 125
 - ENT 130
 - ENT 150
 - BLAW 200
 - MGT 120
 - MGT 122
- D. Describe the assessment methods or instrument used to measure PSLOs.
 1. Annually, the Program conducts a 5-year Course Review to ensure that business courses CSLOs are aligned with PSLOs as well as the Institutional Learning Outcomes. Since

the Program’s inception, all courses that have come up in the 5-year Course Review cycle have met the PSLOs.

2. The assessment measures used include both formative and summative assessment methodologies that help gauge student performance quantitatively and qualitatively.

E. Provide the results of PSLO assessment, and analyze the results.

BUSINESS PSLO	BRIEF DESCRIPTION	NUMBER OF ASSESSMENTS	MET BENCHMARK?
1	Develop critical thinking and interpersonal skills	238	Yes
2	Utilize creativity and logical strategies and techniques	179	Yes
3	Implement and apply current technical solutions	207	Yes
4	Apply foundational management principles	211	Yes
5	Demonstrate fundamental knowledge of business and technical skills	1196	Yes

F. Other comments.

1. Students performed satisfactorily for each PSLO for each of the courses assessed. The benchmark for each PSLO within the Business Program is 70%. For this APRU, 84% of students either met or exceeded this benchmark.

G. Describe your next steps.

1. For the upcoming 2018- 2019 AY, the Business Program plans to monitor its Health indicators and work closely with the stakeholders on campus and the community to ensure that the Health of the Program continues to grow. This will involve active engagement on multiple levels with current and future students (and their parents), industry employers and professionals, and on-campus colleagues who strive to enhance and enrich our community.

Part VI. Programs Cost Per SSH -

Part VII. Capacity - N/A

APPENDIX B – BUSINESS PROGRAM AY 14-15 THROUGH AY 16-17 PROGRAM ACTION REQUEST

**Kaua'i Community College
University of Hawai'i
Program Action Request**

1. Type of Program Action: Modification Deletion

PRESENT	Entrepreneurship CO	Management Essentials CO	Retail Essentials CO	Entrepreneurship CA	Management CA	Business AS	PROPOSED	Entrepreneurship CO	Management Essentials CO	Retail Essentials CO	Entrepreneurship CA	Management CA	Business AS
ACC 201					3	3	ACC 201					3	3
ACC 202					3	3	ACC 202					3	3
BLAW 200				3	3	3	BLAW 200				3	3	3
BUS 120 OR MATH 115 OR BUSN189		3		3	3	3	BUS 120		3		3	3	3
							BUS 190				3		3
BUS 293V				3	3	3	BUS 293V				3	3	3
BUSN 189 (Thinking/Reasoning Math)		3	3	3	3		BUSN 189 (Thinking/Reasoning Math)		3	3		3	
ECON 130				3	3	3	ECON 130				3	3	3
ECON 131						3	ECON 131						3
ENT 125	3			3		3	ENT 125	3			3		3
ENT 150	3			3		3	ENT 150	3			3		3
HOST 100	3		3	3	3	3	HOST 100	3		3	3	3	3
MGT 120		3			3	3	MGT 120		3			3	3
MGT 122		3	3	3	3	3	MGT 122		3	3	3	3	3
MKT 130			3				MKT 130			3			
COMPUTER TECHNOLOGY: BUSN 121, BUSN 130, BUSN 150; ICS 101	3			3	3	3	COMPUTER TECHNOLOGY: BUSN 121, BUSN 130, ICS 101	3			3	3	3
CULTURAL ENVIRONMENT: ANTH 200; HWST 107; PHIL 100; POLS 110;						3	CULTURAL ENVIRONMENT: ANTH 200; HWST 107; PHIL 100; POLS 110;						3

PSY 100; REL 150; SOC 100							PSY 100; REL 150; SOC 100							
MARKETING OPTIONS: ENT 130; ECOM 100; MKT 130; SMKT 150	3	3		6	3	6	MARKETING OPTIONS: ENT 130; MKT 120		3	3		3	3	3
NATURAL ENVIRONMENT: Any 100-level or higher natural science course. DB 3 credits, DP 3 credits, and DY 1 credit						4	NATURAL ENVIRONMENT: Any 100-level or higher natural science course. DB 3 credits, DP 3 credits, and DY 1 credit							4
ORAL COMMUNICATION: BUS 130; SP 151, SP 251	3	3	3	3	3	3	ORAL COMMUNICATION: BUS 130; SP 151, SP 251		3	3	3	3	3	3
THINKING/REASONIN G MATH: MATH 100, MATH 103, MATH 135 or higher						3	THINKING/REASONIN G MATH: MATH 100, MATH 103, MATH 135 or higher					3		3
WRITTEN COMMUNICATION: BUS 175 (WI); ENG 100, ENG 209*		3		3	3	3	WRITTEN COMMUNICATION: ENG 100, ENG 209*			3		3	3	3
TOTAL CREDITS	18	21	15	42	42	61	Total Credits		18	21	15	42	42	61

*Not currently offered at Kaua'i CC but available at other UH campuses.

2. Program Type:

- | | |
|---|---|
| <input type="checkbox"/> Associate in Applied Science (AAS) | <input checked="" type="checkbox"/> Certificate of Achievement (CA) |
| <input type="checkbox"/> Associate in Arts (AA) | <input checked="" type="checkbox"/> Certificate of Competence (CO) |
| <input type="checkbox"/> Associate in Arts–Concentration | <input type="checkbox"/> Academic Subject Certificate (ASC) |
| <input checked="" type="checkbox"/> Associate in Science (AS) | |
| <input type="checkbox"/> Associate in Science Natural Sciences–Concentration (ASNS) | |

3. Program Title: Business

4. Program Description:

The Associate in Science in Business degree will prepare students for entry-level positions in business, industry, and non-profit organizations. It is designed for students who seek to gain a solid foundation of the basic business concepts and skills necessary to contribute and create solutions in today's business environment. Upon successful completion of this program, students will acquire the knowledge and skills to apply management, marketing, and accounting concepts to improve operational performance in a business setting. This degree can help an individual jump-start a career in business or prepare them for transfer to a four-year institution.

Program Admission Requirements:

None.

To meet graduation requirements, all programs require a cumulative GPA of 2.0 or higher for all courses applicable toward the certificate or degree. Include any additional graduation requirements:

None.

5. List Program Student Learning Outcomes that were approved by the Assessment Committee on 9/10/13.

1. Develop critical thinking and interpersonal skills applicable to real-world problems
2. Utilize creativity and logical strategies and techniques to solve complex business issues
3. Implement and apply current technical solutions to business activities, systems, and processes
4. Apply foundational management principles to the functions of planning, organizing, coordinating, and decision making to business operations
5. Demonstrate fundamental knowledge of business and technical skills to support lifelong professional development

6. Proposed Date of First Offering: Fall 2014

7. Is this program offered at another UH campus? Yes No

If **Yes**, specify campus. If **No**, why is this program offered at KCC:

8. Reason for this Program Action:

This Program Action Request reflects the process of the approved Authorization to Plan the Associate in Science in Business degree. The Business program is designed to be an articulated degree, which will enable students to transfer to a baccalaureate program. Additionally, certificate tracks will enable students to pursue concentrations in Entrepreneurship, Management, or Retail. Articulation discussions are in place to support student transferability to four-year campuses. Currently, discussions have are in progress with UH West O’ahu, UH Hilo, and UH Mānoa.

9. Board of Regents Approval Needed: Yes No

10. Indicate the number of semesters required to complete each certificate and degree.

Certificate/Degree	Number of Semesters
CO Entrepreneurship	2
CO Management Essentials	2
CO Retail Essentials	1
CA Entrepreneurship	3
CA Management	3
AS Business	4

11. Program Course Sequencing: Complete one for each certificate/degree if sequencing is not provided with question #1.

Certificate/Degree Title: Certificate of Competence in Retail Essentials	
Fall Semester 1	
Course Alpha/No.	Credits
Thinking and Reasoning	3
HOST 100	3
MGT 122	3
MKT 130	3
ORAL COMM	3
Total Credits	15

Certificate/Degree Title: Certificate of Competence in Management Essentials	
Fall Semester 1	
Course Alpha/No.	Credits
Thinking and Reasoning	3
MGT 120	3
MGT 122	3
MKT 120	3
Spring Semester 2	
Course Alpha/No.	Credits
BUS 120	3
ORAL COMM	3
WRITTEN COMM	3
Total Credits	21

Certificate/Degree Title: Certificate of Competence in Entrepreneurship	
Fall Semester 1	
Course Alpha/No.	Credits
ENT 125	3
HOST 100	3
COMPUTER TECHNOLOGY	3
Spring Semester 2	
Course Alpha/No.	Credits
ENT 150	3
ENT 130	3
ORAL COMM	3
Total Credits	18

Certificate/Degree Title: Certificate of Achievement in Management	
Fall Semester 1	
Course Alpha/No.	Credits
ACC 201	3
HOST 100	3
BUS 120	3
MGT 120	3
COMPUTER TECHNOLOGY	3
Spring Semester 2	
Course Alpha/No.	Credits
ACC 202	3
ECON 130	3
Marketing (MKT 120 or ENT 130)	3
ORAL COMM	3
WRITTEN COMM	3
Summer Session	
Course Alpha/No.	Credits
Fall Semester 3	
Course Alpha/No.	Credits
BLAW 200	3
BUS 293V	3
Thinking and Reasoning	3
MGT 122	3
Total Credits	42

Certificate/Degree Title: Certificate of Achievement in Entrepreneurship	
Fall Semester 1	
Course Alpha/No.	Credits
ENT 125	3
HOST 100	3
BUS 120	3
WRITTEN COMM	3
COMPUTER TECHNOLOGY	3
Spring Semester 2	
Course Alpha/No.	Credits
Thinking and Reasoning	3
ECON 130	3
ENT 130	3
ENT 150	3
BUS 190	3
Summer Session	
Course Alpha/No.	Credits
Fall Semester 3	
Course Alpha/No.	Credits
BLAW 200	3
BUS 293V	3
ORAL COMM	3
MGT 122	3
Total Credits	42

Certificate/Degree Title: Associate in Science Degree in Business	
Fall Semester 1	
Course Alpha/No.	Credits
ENT 125	3
MGT 120	3
BUS 120	3
WRITTEN COMM	3
COMPUTER TECHNOLOGY	3
Spring Semester 2	
Course Alpha/No.	Credits
HOST 100	3
ECON 130	3
MARKETING (ENT 130 or MKT 120)	3
ENT 150	3
ORAL COMM	3
Summer Session	
Course Alpha/No.	Credits
Fall Semester 3	
Course Alpha/No.	Credits
ACC 201	3
BLAW 200	3
ECON 131	3
MGT 122	3
Cultural	3
Spring Semester 4	
Course Alpha/No.	Credits
ACC 202	3
BUS 293V	3
BUS 190	3
Thinking and Reasoning	3
Natural Environment	4
Total Credits	61

THIS PAGE
INTENTIONALLY
LEFT BLANK

PROGRAM ACTION REQUEST APPROVAL

PROGRAM: Business Certificates of Competence, Certificate of Achievement, and Associate in Science Degree

Effective date: Fall 2018

PSLOs Approved by: _____
Assessment Committee Chairperson Date

Proposed by: _____
Originator Date

Requested by: _____
Department/Division Chairperson Date

Approved by: _____
Curriculum Committee Chairperson Date

Vice Chancellor for Academic Affairs Date

Chancellor Date

APPENDIX C – UH SYSTEM COURSE ARTICULATION AGREEMENT

**UNIVERSITY OF HAWAI‘I SYSTEM
COURSE ARTICULATION AGREEMENT**

Management (MGT)

Leeward Community College – AS Degree

Marketing (MKT)

Hawai‘i Community College – AAS Degree

Kapi‘olani Community College – AS Degree

September 2017

UNIVERSITY OF HAWAI'I SYSTEM COURSE ARTICULATION AGREEMENT

Business (BUS) - HawCC, KapCC, KauCC, LeeCC, MauC, WinCC

E-Commerce (ECOM) – HawCC, KauCC, LeeCC

Entrepreneurship (ENT) – HawCC, KapCC, KauCC

Management (MGT) – HawCC, KapCC, KauCC, LeeCC, MauC, WinCC

Marketing (MKT) – HawCC, KapCC, KauCC, LeeCC, MauC

INTRODUCTION

The University of Hawai'i (UH) Community Colleges are comprised of seven campuses located on four islands in the State of Hawai'i. While each campus has a unique identity and mission, the seven campuses are part of one system.

During the course of their education, students may decide to transfer from one UH Community College to another. The development of an articulated program of study supports the transfer of earned academic credits within the UH Community College system.

PURPOSE

The primary purpose of this articulation agreement is to facilitate the matriculation of students and the transfer of courses across the UH Community College system. Moreover, it is intended to inform students whose program of study requires BUS, ECOM, ENT, MGT, or MKT courses as part of their degree requirements of the program opportunities that are available to them throughout the UH Community College system.

AGREEMENT AND PROCEDURES

1. **Scope of Agreement.** This Articulation Agreement applies among the UH Community Colleges and the University of Hawai'i Maui College.

2. **General Guidelines for the Application of Award of Transfer Credits**

- A. **Student Eligibility:** Students must be currently enrolled at a participating UH campus to be eligible for the award of any transfer credit.

- B. Timeline for Application: Students should apply for transfer credits during their first year of attendance at the receiving campus.
- C. Transferability: Credits awarded within the guidelines established in this Agreement will transfer between and among designated University of Hawai'i Community Colleges. However, students should be informed by both "sending" and "receiving" campuses that transferred credits may **not** be applicable to programs outside this Agreement.
- D. Campus Procedures: Each UH Community College that is a party to this Agreement will be responsible for establishing procedures that detail the timeline and deadlines for application, review requests for award of transfer credit, and the appeals process for such credit.

The table below in this document lists all BUS, ECOM, ENT, MKT, and MGT courses that are equivalent within the University of Hawai'i Community College. If a course is unique to a campus and, hence, does not have an equivalent course within the UH Community College, then it is not listed in the table. Also, the course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes, in this document have been approved by the faculty and administrations of all campuses represented in this signed agreement

This Course Articulation Agreement will remain in effect until December 2022. It will be subject to review in December 2021, and may be continued, revised, or discontinued with the consent of all faculty members and administration of all campuses represented in this agreement. The Articulation Agreement remains in effect while review continues.

Special Note:

The following courses were discussed at the Management and Marketing Program Coordinating Council (PCC) meeting at Leeward CC on 12-9-16 but are not part of this course articulation agreement as only one college offers the course or the college has decided to delete the courses.

MGT 118 – Principles of Supervision

KapCC and MauC will change this course to MGT 120 per Susan Dik and Gil Logan respectively.

MKT 150 – Principles of Customer Service and Selling

KapCC will be only campus to offer this course.

LeeCC to delete this course per Ross Higa.

MKT 160 – Advertising & Promotion

MauC will be only campus to offer this course.

KapCC & LeeCC to delete this course per Susan Dik and Ross Higa respectively.

Note: Effective Fall 2018, each community college campus offering the courses listed below has agreed upon the course alpha, course number, course title, course abbreviation, credits, prerequisites, schedule type, credit hours, contact hours, workload, course description, and Course Learning Outcomes as listed.

Note: Each campus must meet the agreed upon Course Learning Outcomes (CLOs), but can add additional outcomes.

Discussed at MGT/MKT PCC meeting on 12-9-16 and revisions to course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes will be made where appropriate.

Catalog Course Titles	HawCC	KapCC	KauCC	LeeCC	UHMC	WinCC
Principles of Management		MGT 120 (3)	MGT 120 (3)	MGT 120 (3)	MGT 120 (3)	MGT 120 (3)
Human Relations in Management		MGT 122 (3)	MGT 122 (3)	MGT 122 (3)	MGT 122 (3)	
Human Resource Management	MGT 124 (3)	MGT 124 (3)	MGT 124 (3)	MGT 124 (3)	MGT 124 (3)	
Principles of Marketing	MKT 120 (3)	MKT 120 (3)		MKT 120 (3)	MKT 120 (3)	
Principles of Retailing	MKT 130 (3)	MKT 130 (3)	MKT 130 (3)	MKT 130 (3)		
Starting a Business	ENT 120 (3) to change to ENT 125 (3)	ENT 125 (3)	ENT 125 (3)	MGT 125 (3) to change to ENT 125 (3)	BUS 125 (3) to change to ENT 125 (3)	
Marketing for the Small Business		ENT 130 (3)	ENT 130 (3)			
Basic Accounting and Finance for Entrepreneurs		ENT 150 (3)	ENT 150 (3)			
Introduction to E-Commerce	ECOM 100 (3)		ECOM 100 (3)	ECOM 100 (3)		
Principles of Business	BUS 120 (3)	BUS 120 (3)	BUS 120 (3)	BUS 120 (3)	BUS 120 (3)	BUS 120 (3)

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

MGT 120 (KapCC, KauCC, LeeCC, MauC, WinCC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

MGT 120

Course title:

Principles of Management

Course abbreviation (only 30 characters allowed):

Principles of Management

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

An introduction to the principles and concepts of management including managerial functions, motivation, leadership, and decision making.

Course Learning Outcomes:

- Explain roles, responsibilities, and accountability of managers in the organization in relation to the functions of management.
- Describe the importance of communicating rules and procedures through the use of formal and informal notifications.
- Identify how manager's role creates, manages, and impacts the organizational culture, business operations, and employees.
- Describe the importance of ethics in business and identify strategies to encourage ethical behavior by managers and employees.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

MGT 122 (KapCC, KauCC, LeeCC, MauC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

MGT 122

Course title:

Human Relations in Management

Course abbreviation (only 30 characters allowed):

Human Relations in Management

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

Introduction to the basic concepts of individual, group, and organizational human behavior as they affect human relations, performance, and productivity within the workplace.

Course Learning Outcomes:

- Identify change-management and conflict resolution strategies to manage a diverse workforce.
- Apply leadership and management models to motivate individual and group behavior to maximize performance in the workforce.
- Identify strategies that address the challenges of interfacing technology and employees.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

MGT 124 (HawCC, KapCC, KauCC, LeeCC, MauC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

MGT 124

Course title:

Human Resource Management

Course abbreviation (only 30 characters allowed):

Human Resource Management

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

Introduction to principles, organizations and techniques of personnel administration including procurement and placement, improvement of performance, management and labor relations, remuneration and security and other human resource functions.

Course Learning Outcomes:

- Identify Federal and State employment laws related to management when implementing personnel decisions such as hiring, disciplining and terminating

employees.

- Appraise the ethical, social and legal impact of following and enforcing policies, rules, and procedures especially when "downsizing" or "right-sizing" an organization.
- Analyze the impact of globalization and diversity on human resource management while addressing the employees' compensation and benefits package.
- Identify the differences between union and nonunion organizations, and describe the importance of union/management relations.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

MKT 120 (HawCC, KapCC, LeeCC, MauC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

MKT 120

Course title:

Principles of Marketing

Course abbreviation (only 30 characters allowed):

Principles of Marketing

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

Introduction to marketing concepts and the application to the process of marketing products, services, and ideas to provide value and benefits to both for-profit and non-profit organizations. Students will develop an understanding of the marketing process, analyze marketing opportunities, and develop strategies to fulfill the needs of target markets.

Course Learning Outcomes:

- Develop an in-depth understanding of the marketing process.
- Explain the significance of customer relationship management.
- Analyze business functions and practices to develop marketing mix strategies.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

MKT 130 (HawCC, KapCC, KauCC, LeeCC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

MKT 130

Course title:

Principles of Retailing

Course abbreviation (only 30 characters allowed):

Principles of Retailing

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

This course provides an introductory view of retailing and its relative position in the marketing chain. The primary emphasis is on the basic functions of a retail store, including finance and control, operations, personnel, merchandising, and sales promotion.

Course Learning Outcomes:

- Analyze the various retail venues and their impact on the economy.
- Apply retail operation strategies to meet the needs of the target market.
- Apply merchandise management strategies to optimize profitability.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

ENT 125/BUS 125 (HawCC, KapCC, KauCC, LeeCC, MauC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

HawCC, KapCC, KauCC – ENT 125

LeeCC – MGT 125 to change to ENT 125

MauC – BUS 125 to change to ENT 125

Course title:

Starting a Business

Course abbreviation (only 30 characters allowed):

Starting a Business

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

ENT 125 surveys the business environment, establishing a business entity, decision-making processes, marketing assessments, financing, operations considerations, and government regulations as they relate to the development of a formal business plan. It is designed for those who wish to start or are currently operating their own business.

Course Learning Outcomes:

- Prepare a formal business plan.
- Identify and adopt entrepreneurship characteristics as it applies to oneself in the business market.
- Apply current entrepreneurship terms and concepts.
- Identify entrepreneurial resources and networking opportunity.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

ENT 130 (KapCC, KauCC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

ENT 130

Course title:

Marketing for the Small Business

Course abbreviation (only 30 characters allowed):

Marketing for Small Business

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

ENT 130 is a marketing course covering key concepts and issues underlying the modern practice of marketing for the small business. The course provides a clear understanding of marketing's role in the management of a small business. The course covers marketing terminology, consumer-oriented approach to marketing, channels of distribution, correct usage of methods in marketing research, concepts and practices of retailing, wholesaling, and physical distribution, role of marketing communication, correct usage of procedures in personal selling, and principles and practices of marketing organization.

Course Learning Outcomes:

- Identify principles of marketing strategies for the small business.
- Apply the marketing mix for small business.
- Develop a viable business marketing plan.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

ENT 150 (KapCC, KauCC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

ENT 150

Course title:

Basic Accounting and Finance for Entrepreneurs

Course abbreviation (only 30 characters allowed):

Basic Accounting and Finance

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

ENT 150 introduces accounting concepts and principles, procedures and systems for the Entrepreneur. Application skills include recording, summarizing, reporting, analyzing and using accounting information for a small business. The development of a financial plan for a small business will incorporate the basic concepts of financial statement and financial planning.

Course Learning Outcomes:

- Apply principles and concepts of accounting and finance for the small business.
- Create pro forma financial statements.
- Compute financial ratios for analyses.
- Identify the process of raising capital to launch or expand a business.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

ECOM 100 (HawCC, KauCC, LeeCC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

ECOM 100

Course title:

Introduction to E-Commerce

Course abbreviation (only 30 characters allowed):

Introduction to E-Commerce

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

This course provides an introduction to the technology and history of the internet and its use as an electronic commerce medium from informational websites to full online retail systems. Included in this introductory survey course will be an analysis and evaluation of retail and business-to-business internet-based systems. Coursework includes an analysis of e-commerce websites and internet and email marketing techniques.

Course Learning Outcomes:

- Create e-commerce content that is adaptable to different target markets and stakeholders.
- Explain e-commerce transaction business models and concepts.
- Develop and apply current e-commerce skills.
- Evaluate contemporary e-commerce analytics.

Agreed upon course number, course title, course abbreviation, schedule type, credit hours, contact hours, teaching equivalencies, course descriptions, and course learning outcomes.

BUS 120 (HawCC, KapCC, KauCC, LeeCC, MauC, WinCC)

Effective Fall 2018, each community college campus offering this course has agreed to:

Course alpha and number:

BUS 120

Course title:

Principles of Business

Course abbreviation (only 30 characters allowed):

Principles of Business

Schedule type:

LEC

Credit Hours:

3

Contact Hours:

45

Workload (TE - teaching equivalencies):

3

Course Description:

BUS 120 surveys the fundamentals of American business enterprise and examines the foundations and responsibilities of accounting, management, finance, marketing, and the business environment.

Course Learning Outcomes:

- Identify the impact of local, national, and global external factors on business decisions relative to the accomplishment of the mission and objectives of an organization.
- Define the various forms of business ownership to determine the appropriateness relative to an organization's resources, goals, and objectives.
- Identify various business functions and practices -- including management, marketing, accounting, and finance -- and explain their impact on the successful operation of a business.
- Identify legal, government, ethical and social responsibility issues or regulations affecting business decisions.

Business (BUS)
E-Commerce (ECOM)
Entrepreneurship (ENT)
Management (MGT)
Marketing (MKT)

University of Hawai'i Maui College

_____	_____
Lui Hokoana, Chancellor	Date
_____	_____
Jonathan McKee, Vice Chancellor of Academic Affairs	Date
_____	_____
David Grooms, Interim Assistant Dean of Instructions	Date
_____	_____
Gil Logan, Instructor	Date

Business (BUS)
E-Commerce (ECOM)
Entrepreneurship (ENT)
Management (MGT)
Marketing (MKT)

Hawai'i Community College

Rachel Solemsaas, Chancellor

Date

Joni Onishi, Vice Chancellor for Academic Affairs

Date

TBA, Dean of Career & Technical Education

Date

Donala Kawa'auhau, Instructor, Marketing Program Coordinator

Date

Business (BUS)
E-Commerce (ECOM)
Entrepreneurship (ENT)
Management (MGT)
Marketing (MKT)

Kapi'olani Community College

_____ Louise Pagotto, Interim Chancellor	_____ Date
_____ Susan Kazama, Interim Vice Chancellor for Academic Affairs	_____ Date
_____ John Richards, Dean of Hospitality, Business and Legal Education	_____ Date
_____ Trude Pang, Chair, Business, Legal, and Technology Education	_____ Date
_____ Susan Dik, Professor and Marketing Program Coordinator	_____ Date

Business (BUS)
E-Commerce (ECOM)
Entrepreneurship (ENT)
Management (MGT)
Marketing (MKT)

Kaua'i Community College

Helen A. Cox, Chancellor

Date

James R. Dire, Vice Chancellor for Academic Affairs

Date

Candace Tabuchi, Chair, Business Education

Date

Dirk Soma, Instructor, Business Program Coordinator

Date

UNIVERSITY OF HAWAI'I SYSTEM COURSE ARTICULATION AGREEMENT

Business (BUS)

E-Commerce (ECOM)

Entrepreneurship (ENT)

Management (MGT)

Marketing (MKT)

Leeward Community College

Manuel Cabral, Chancellor

Date

Della Teraoka, Vice Chancellor for Academic Affairs

Date

Ron Umehira, Dean of Career & Technical Education

Date

Shelley Ota, Division Chair, Business

Date

Ross Higa, Assistant Professor and MGT Program Coordinator

Date

UNIVERSITY OF HAWAI'I SYSTEM COURSE ARTICULATION AGREEMENT

Business (BUS)

E-Commerce (ECOM)

Entrepreneurship (ENT)

Management (MGT)

Marketing (MKT)

Windward Community College

Douglas Dykstra, Chancellor

Date

Ardis Eschenberg, Vice Chancellor for Academic Affairs

Date

Charles Sasaki, Dean of Academic Affairs, Division II

Date



**UNIVERSITY
of HAWAII***
WEST O'AHU



UNIVERSITY of HAWAII*
KAUA'I
COMMUNITY COLLEGE

**UNIVERSITY OF HAWAII ARTICULATION AGREEMENT
Kaua'i Community College
University of Hawai'i-West O'ahu**

**Associate in Science degree in Business
to
the Bachelor of Arts degree in Business Administration
with concentrations in Accounting, *Facilities Management, *Finance, Hospitality and Tourism,
*Management, Marketing, and General Business Administration**

The purpose of this Agreement is to facilitate a smooth transition for students from the Kaua'i Community College (Kaua'i CC) Associate in Science (AS) in Business program to the University of Hawai'i-West O'ahu (UHWO) Bachelor of Arts (BA) in Business Administration program with concentrations in Accounting, *Facilities Management, *Finance, Hospitality and Tourism, *Management, Marketing, and General Business Administration . *Non DE programs

This recommended pathway is designed to produce multiple entry and exit points to flexibly serve student career and educational objectives. Students may use dual enrollment as a method of completing the required coursework outlined in the attachments to this agreement, contingent upon eligibility, deadlines, and established procedures.

Students must graduate from Kaua'i CC with the articulated AS degree in Business to be eligible for the benefits of this Agreement. Completion of the articulated AS degree will enable students to follow the UHWO core, concentration, general education, focus, and graduation requirements in place on the Effective Date of this agreement. Participation in the University of Hawai'i Automatic Admissions transfer process is possible for students planning to complete the AS in Business provided that eligibility, deadlines and procedures established for the designated term of entry are met. Students who do not complete the AS in Business degree at Kaua'i CC will be required to meet catalog requirements in place upon admission to UHWO. While this academic pathway represents the most efficient coursework progression from the AS program at Kaua'i CC through the BA program at UHWO, individual course substitutions may be made on a case-by-case basis when recommended courses are not available; however, all core, concentration, general education, focus, and graduation requirements must still be met in those individual cases.

Requirements of the articulated Associate in Science (AS) degree and the Bachelor of Arts (BA) in Business Administration degree are provided as attachments and form the basis of this Agreement. Subsequent changes to the curricular requirements of these programs may require revisions to this Agreement.

Under the terms of this Agreement, the University of Hawai'i-West O'ahu agrees to:

1. Identify academic advisor(s) at UHWO who will partner with Kaua'i CC's advisors to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other related advising information.
2. Identify a UHWO faculty member who will serve as the faculty advisor to students who are part of this articulation in the selected concentration.
3. Meet with Kaua'i CC faculty and/or administration minimally every two years, or on an as-needed basis, to discuss potential and planned curricular changes.

Under the terms of this Agreement, Kaua'i Community College agrees to:

1. Place a notation in the advisor notes in STAR which identifies AS in Business students intending to transfer to UHWO who are in the process of completing the AS degree and are a part of this articulation.
2. Identify an advisor at Kaua'i CC who will partner with UHWO advisors to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other relevant advising information.
3. Identify a Kaua'i CC faculty member who will serve as the faculty advisor to students who are part of the articulation.
4. Meet with UHWO faculty and/or administration minimally every two years, or on an as needed basis, to discuss potential and planned curricular changes.

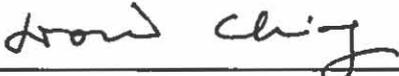
This Articulation Agreement is effective beginning Fall 2016 and is based on the General Education and Focus requirements in effect at UHWO for 2016-2017. Effective Fall 2016, new AS in Business students will follow the requirements as outlined in this Agreement. Students following the previous articulation (dated November 1, 2014) that have been continuously enrolled as AS in Business students will have the option of following the requirements of the previous articulation agreement or this Agreement. For eligible students who elect to follow the previous articulation agreement (dated November 1, 2014) they will have until Spring 2024 to complete the AS in Business requirements. It is strongly recommended that eligible students following the previous articulation be identified using an Articulation Memo (sample attached).

This Agreement will be subject to review in Spring 2018 and may be continued, revised or discontinued with the consent of both parties. Should both parties agree to terminate the Agreement, UHWO will honor the Agreement stipulations for identified students currently enrolled in this articulation option at the time of termination.

Approvals

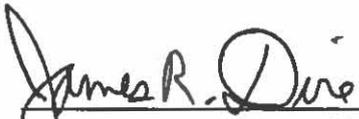
University of Hawai'i-West O'ahu

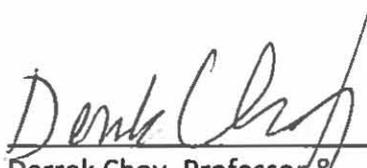
Kaua'i Community College

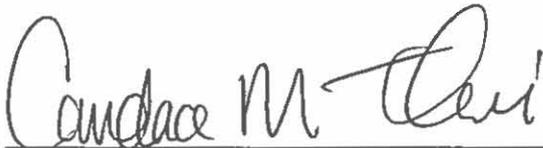

Doris Ching, Interim Chancellor

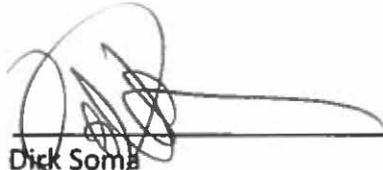

Helen A. Cox, Chancellor


Jeffrey Moniz, Vice Chancellor
for Academic Affairs


James Dire, Vice Chancellor
for Academic Affairs


Derrek Choy, Professor &
Division Chair, Business Administration


Candace M. Tabuchi, Associate Professor
Division Chair, Business Education Division


Dick Soma
Program Coordinator, Business

Date of Agreement: 08/24/2016 Effective Date: Fall 2016

Original: 05.17.07
Revised: 05.18.12
Revised: 09.22.14
Revised: 06.29.2016

APPENDIX E - BUSINESS PROGRAM ADVISORY BOARD

TITLE	LAST	FIRST	POSITION	COMPANY	ADDRESS	PHONE/EMAIL
Mr.	Greene	Tyler	Partner	Coco Palms Hui	1050 Bishop Street, Suite 303 Honolulu, Hawaii 96813	(808) 537-4923 / tyler@bridgehi.com
Mr.	Wiederoder	Peter	Site Leader	Dow Agriscience	#1 Mill Rd #423, Kaunakani HI, 96741	(808)652-9940 / PGWiederoder@dow.com
Mr.	Kreisman	Charles "Chip"	Director	Morale, Welfare, and Recreation	Pacific Missile Range Facility P.O. Box 128 Kekaha, Hawaii 96752	(808)335-4672 / charles.kreisman@navy.mil
Ms.	Tai Kaneko	Susan	President & CEO	Kaua'i Economic Development Board	4290 Rice Street Lihue, Hawaii 96766	(808)245-6692 / skaneko@kedb.com
Ms.	Ingersoll	Jennifer	Executive Administrator	Kauai Native Hawaiian Chamber of Commerce	4317 Maka Road, Kalaheo, Hawaii 96741	(808)625-6155 / knhcc@knhcc.org
Mr.	Costa	George	Director	Office of economic Development, County of Kauai	444 Rice Street, Suite 200 Lihue, Hawaii 96766	(808)241-4946 / gcosta@kauai.gov
Mr.	Ayadong	Bobby	President	Kauai Filipino Chamber of Commerce	P.O. Box 3618, Lihue, Hawaii 96766	(808)651-9139 / filipinochamber@aol.com
Mr.	Nishek	Cody	President	Business and Young Entrepreneurs Club	3-1901 Kaunualii Highway, Lihue 96766	cnishek@hawaii.edu
Mr.	Perriello	Mark	President	Kauai Chamber of Commerce	4268 Rice Street, Lihue 96722	mark@kauaichamber.org

APPENDIX F - DRAFT PROGRAM ASSESSMENT PLAN

Business Program 5-Year Assessment Plan

Summary:

The purpose of this plan is to ensure that the Business Program at Kaua'i Community College is structured in a way to meet the relevant needs of all of its stakeholder groups. By developing, implementing, and assessing both internal and external assessment methodologies, the Business Program will be able to continuously improve its products and processes and provide added-value to its internal and external customers

BUS Program Learning Outcomes:

1. Develop critical thinking and interpersonal skills applicable to real-world problems
2. Utilize creativity and logical strategies and techniques to solve complex business issues
3. Implement and apply current technical solutions to business activities, systems, and processes
4. Apply foundational management principles to the functions of planning, organizing, coordinating, and decision making to business operations
5. Demonstrate fundamental knowledge of business and technical skills to support lifelong professional development

Business Course Alignment with PSLOs:

COURSE	TITLE	PSLO ALIGNMENT
BUS 120	Principles of Business	1,3,5
BUS 190	Survey of International Business	1,2,3,4,5
ENT 125	Starting a Business	1,2,3,4,5
ENT 130	Marketing for Small Business	1,2,3,4,5
ENT 150	Basic Accounting and Finance for Entrepreneurs	1,3,4,5
MGT 120	Principles of Management	1,4,5
MGT 122	Interpersonal Relations in Business	1,2,5
MGT 124	Human Resource Management	1,4,5
MKT 120	Principles of Marketing	1,2,3,4,5
MKT 130	Principles of Retailing	1,2,3,4,5
BLAW 200	Business Law	1,2,5
BUS 293V	Business Co-op	1,2,3,4,5

Strategies for Program Assessment:

1. Student Surveys
 - a. Course evaluation survey PSLO-linked questions
 - b. Continuing student end-of-semester survey

- c. Graduating student exit survey
- 2. Industry Assessments
 - a. BUS 293V Learning Objective Evaluation Forms
 - b. Business Program student employer survey
 - c. Business Advisory Board Bi-Annual PSLO Review
- 3. 5-Year Course Reviews
 - a. Review CSLOs, CLSO-PSLO alignment, PSLO-ISLO alignment

Yearly Timeline:

FALL	SPRING
1a	1a
1b	1b
1c	1c
2a	2a
3a	2b
	2c (Years 1,3,& 5)

BUSINESS PROGRAM ASSESSMENT PLAN STRATEGY DESCRIPTIONS

Strategy 1a – Student course evaluation survey PSLO-linked questions

These questions will be added to all Business courses as part of the end of semester student course evaluation survey: (All questions will use a Likert Rating 1 Completely Disagree-5 Totally Agree)

1. This course helped me develop critical thinking and interpersonal skills applicable to real-world problems.
2. This course enabled me to utilize creativity and logical strategies and techniques to solve complex business issues.
3. This course allowed me to implement and apply current technical solutions to business activities, systems, and processes.
4. In this course, I was able to apply foundational management principles to the functions of planning, organizing, coordinating, and decision making to business operations.
5. In this course, I was able to demonstrate fundamental knowledge of business and technical skills to support lifelong professional development.

Strategy 1b – Continuing student end-of-semester survey

These questions will be send via email 1-week after finals to all Business majors: (All questions will use a Likert Rating 1 Completely Disagree-5 Totally Agree)

1. This semester, I was able to develop critical thinking and interpersonal skills applicable to real-world problems.
2. This semester enabled me to utilize creativity and logical strategies and techniques to solve complex business issues.
3. This semester allowed me to implement and apply current technical solutions to business activities, systems, and processes.
4. Over the course of the semester, I was able to apply foundational management principles to the functions of planning, organizing, coordinating, and decision making to business operations.
5. Over the course of this semester, I was able to demonstrate fundamental knowledge of business and technical skills to support lifelong professional development.

Strategy 1c – Graduating student exit survey

In addition to receiving the end-of-semester survey, students completing any Certificate or Degree will receive the following open-ended questions:

1. What are the strengths of the Business Program?
2. In what areas could the Business Program improve in preparing you for your next career move?

Strategy 2a - BUS 293V Learning Objective Evaluation Forms

Each semester, students completing the BUS 293V course must submit this form from their supervisor. Data will be tracked as a way of monitoring student performance in the work environment.

Strategy 2b - Business Program student employer survey

At the end of the Spring semester, A short survey will be sent to known employers of Business majors. (All questions will use a Likert Rating 1 Completely Disagree-5 Totally Agree)

1. This student possesses critical thinking and interpersonal skills.
2. This student utilizes creativity and logical strategies and techniques to solve complex business issues.
3. This student is able to implement and apply current technical solutions to business activities, systems, and processes.
4. This student can apply foundational management principles to the functions of planning, organizing, coordinating, and decision making to business operations.
5. This student is able to demonstrate fundamental knowledge of business and technical skills to support lifelong professional development.

In addition, the following open-ended question will be asked:

In which of the five areas that you rated the student did they show the most aptitude?

In which of the five areas that you rated the student, could they show more improvement?

Strategy 2c - Business Advisory Board Bi-Annual PSLO Review

At the annual Business Advisory Board meeting in years 1, 3, and 5, members will review the Program Learning Outcomes and recommend additions, deletions, and edits. These changes will be implemented into the Business Program.

Strategy 3a - Review CSLOs, CLSO-PSLO alignment, PSLO-ISLO alignment

The Business Program Coordinator, in collaboration with Business faculty, will continue to conduct course reviews based on the existing 5-year review schedule.

APPENDIX G – BUS 293V LEARNING OBJECTIVE EVALUATION FORM

COOPERATIVE WORK EXPERIENCE – LEARNING OBJECTIVE EVAL (end of semester)

Student name _____ Major _____

Supervisor _____ Worksite _____

COMMENTS

ABILITY TO LEARN	<input type="checkbox"/> Learns with Repetition	<input type="checkbox"/> Average	<input type="checkbox"/> Comprehends and follows through	<input type="checkbox"/> Learns quickly, alert	
WORK HABITS	<input type="checkbox"/> Follows some directions	<input type="checkbox"/> Follows directions, satisfactorily	<input type="checkbox"/> Steady Conscientious, worker	<input type="checkbox"/> Accurate, resourceful, efficient	
SAFETY	<input type="checkbox"/> Needs supervision & reminders	<input type="checkbox"/> Generally meets safety standards	<input type="checkbox"/> Meets safety standards	<input type="checkbox"/> Conscientious and careful	
NEATNESS	<input type="checkbox"/> Needs reminders	<input type="checkbox"/> Adequate	<input type="checkbox"/> Thorough	<input type="checkbox"/> Organized and tidy	
ADAPTABILITY	<input type="checkbox"/> Accepts changes with supervision	<input type="checkbox"/> Adapts to changes	<input type="checkbox"/> Adapts Well to changes	<input type="checkbox"/> Flexible and efficient	
SELF-ESTEEM	<input type="checkbox"/> Needs encouragement	<input type="checkbox"/> Generally positive	<input type="checkbox"/> Positive	<input type="checkbox"/> Confident	
RESPONSIBILITY	<input type="checkbox"/> Needs supervision and reminders	<input type="checkbox"/> Generally reliable	<input type="checkbox"/> Responsible	<input type="checkbox"/> Very independent	
INITIATIVE	<input type="checkbox"/> Needs occasional prodding	<input type="checkbox"/> Does Assigned work	<input type="checkbox"/> Occasionally seeks extra work	<input type="checkbox"/> Good judgment and initiative	
MOTIVATION	<input type="checkbox"/> Sometimes motivated	<input type="checkbox"/> Generally motivated	<input type="checkbox"/> High interest	<input type="checkbox"/> Motivated and involved	
PEER RELATIONS	<input type="checkbox"/> Occasionally has difficulty	<input type="checkbox"/> Generally cooperative	<input type="checkbox"/> Works well with others	<input type="checkbox"/> Excellent interaction	
LEADERSHIP	<input type="checkbox"/> Tends to follow	<input type="checkbox"/> Can lead with encouragement	<input type="checkbox"/> Shows Leadership skills	<input type="checkbox"/> Effective leader, good judgment	
ACCEPTANCE OF SUPERVISION	<input type="checkbox"/> Has some difficulty	<input type="checkbox"/> Accepts Supervision	<input type="checkbox"/> Cooperative	<input type="checkbox"/> Very cooperative,	

				good follow-through	
JUDGEMENT	<input type="checkbox"/> Makes occasional errors	<input type="checkbox"/> Usually makes good decisions	<input type="checkbox"/> Makes good decisions	<input type="checkbox"/> Competent in making decisions	
WORK AREA ATTENDANCE	<input type="checkbox"/> Leaves without permission	<input type="checkbox"/> Generally at work area	<input type="checkbox"/> Dependable	<input type="checkbox"/> Always where assigned	
WORK SKILLS	<input type="checkbox"/> Below average	<input type="checkbox"/> Generally meets standard	<input type="checkbox"/> Meets standards	<input type="checkbox"/> Consistently meets standards	
WORK QUALITY	<input type="checkbox"/> Below average	<input type="checkbox"/> Generally meets standards	<input type="checkbox"/> Meets standards	<input type="checkbox"/> Consistently meets standards	

Student worker's outstanding strengths: _____

Student worker's areas to improve: _____

Supervisor Rating of Job Oriented Learning Objective/Project:

Full Accomplishment (A)

- Above Average Accomplishment (B)
- Average Accomplishment (C)
- Below Average Accomplishment (D)
- No Accomplishment (F)

Overall Rating of Student's Work Performance

- Excellent (A)
- Good (B)
- Average (C)
- Below Average (D)
- Unsatisfactory (F)

Worksite Supervisor Signature Date

Student's Signature Date

COOP Instructor Signature Date

APPENDIX H – INDUSTRY LETTERS OF SUPPORT

Randall Francisco
P.O. Box 55
Hanapepe, HI 96716

December 11, 2017

University of Hawai'i
Board of Regents
2444 Dole Street
Bachman Hall Room 209
Honolulu, HI 96822

Regent Jan Naeo Sullivan
Chair, U.H. Board of Regents
& Members of the Board
RE: Kauai Community College Business Program

Aloha!

My name is Randall Francisco and I am writing in support of the KCC Business Program becoming a permanent full-time program of the college.

During the decade plus years, since I returned to Kauai, I have learned first-hand of the tremendous value and importance that KCC is to this community, especially, our private sector. During the past recession, as the former President/CEO of the Kauai Chamber of Commerce, I often sought the input and leadership of the college in helping our Garden Island economy recovery during our nation's worst recession in modern history. Thanks to the vision of the college in insuring that its programs and, especially, the business programs were there to provide a very qualified workforce of graduates as well as its non-credit program, together we were able to gradually recover in a very steadfast and strategic manner. This program does indeed align with the college's Strategic Plan in providing a local workforce ready to meet the demands of our industry, especially, in our economic expansion and growing diversified economy of small businesses sensitive to our island and state host culture.

Mahalo Nui Loa for your favorable support.

Aloha,


Randall Francisco

Former President/CEO, Kauai Chamber of Commerce
and

County of Kauai Film Commissioner/Creative Industries & Small Business Coordinator



A Program of the University of Hawai'i at Hilo. Funded in part through a Cooperative Agreement with the U.S. Small Business Administration

Lead Office
Hilo, Hawai'i

East Hawai'i Center
Hilo, Hawai'i

West Hawai'i Center
Kailua Kona, Hawai'i



Maui Center
Kihei, Hawai'i

O'ahu Center
Honolulu, Hawai'i

Kaua'i Center
Lihu'e, Hawai'i

Hawai'i Business
Research Library
Kihei, Hawai'i

December 5, 2017

Aloha University Board of Regents,

On behalf the Kauai Office of the Hawaii Small Business Development Center, I wholeheartedly support making the Kauai Community College Business program a permanent program. Business skills are a valuable skill set for employers as well as a necessary skill set for those not pursuing a business degree per se. Ultimately, careers are best envisioned as a business. Especially in the age of reduced public sector jobs, business as a career opportunity is more important than ever. Also, more and more individuals are pursuing entrepreneurship as an opportunity. Business skills are essential for success as an entrepreneur.

The future belongs to those that are willing to put in the hard of work of preparing for a career. The Business program is a tremendous support system and a vital resource for individuals and the community.

If I can provide any additional information, please feel free to contact me.

John Latkiewicz, Ph.D.

Kauai Center Director



*Lihue Plantation Bldg.
2970 Kele St., Suite 101
Lihue, Hawaii 96766
Phone: (808) 241-3148
Cell: (808) 212-3828
Fax : (808) 241-3229*



November 28, 2017

Aloha Board of Regents,

I am submitting this letter in support of making the Associate of Science Business Degree a permanent program at Kaua`i community college.

The Kaua`i Native Hawaiian Chamber of College (KNHCC) has had the opportunity to work intimately with the Business Program faculty and students for the past three years. Faculty have participated on our board and have attended and supported multiple events. Members have been invited to serve as guest speakers at classes to share our expertise. We have also worked with the Business and Young Entrepreneurs Club on developing our on-line membership directory.

The knowledge and skills that the students gain while progressing through the Program provides them with the foundation that they need to either continue on with their educational goals, or enter into our workforce as competent and confident contributors.

Native Hawaiian student enrollment has tripled since the A.S. Degree program has been introduced and having the two-year degree allows these students to better prepare themselves for their economic and social sustainability. The fact that the Program has an articulation with UHWO opens the doors for Kaua`i students to gain their Bachelors degree via distance education, which reduces barriers for them.

Again, KNHCC gives its full support to the A.S. Business degree program at Kaua`i Community College and we hope that you will agree to award the Program with Permanent status.

Me ka ha`aha`a,



Jennifer D. Ingersoll
Executive Administrator
Kaua`i Native Hawaiian Chamber of Commerce



ROTARY INTERNATIONAL

December 7, 2017

Mr. Dirk Soma, Business Program Coordinator
Kaua'i Community College
3-1901 Kaumualii Highway
Lihu'e, HI 96722

I am writing this letter in full support of making the Business Program at Kauai Community College a permanent program at KCC.

As a Past District Governor with Rotary International I have always valued the importance of partnering with local community groups, be they within the education system or the business community. The work of Rotary International in our local community is based on these strong partnerships as they allow all groups the ability to multiply our strengths and expertise for the benefit of those we serve.

As a member of the Rotary Club of Poipu Beach in Kauai, we have reached out to the community college to form partnerships that will allow our members to mentor local students and allow them the ability to enhance their skills and knowledge provided as part of their classroom work. One such partnership was in the Business Program and a marketing class taught by Dirk Soma. This was a true partnership in that members of our Rotary club met on a weekly basis with the students asking them to assist us in developing a strong marketing plan for a local fundraiser, Habitat for Humanity. This project was a partnership with the Habitat for Humanity/Kauai, the Rotary Club of Poipu Beach and KCC/marketing. The results were beyond our expectations in that the students were able to bring a perspective to the project that we did not have and the overall marketing product enhanced the fundraising effort. The experience the students received in participating in a real-world project allowed them to test their book knowledge and realize the realities of a local fundraising and marketing project.

Because of the positive results of this partnership, we plan to find additional projects that we can offer as a partnership with KCC business/marketing students. The experience for the students will be beneficial to their overall knowledge but the true winner is the community of Kauai.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Mabry".

Ronald L. Mabry
District Governor 2013-2014
District 7570

Tel: 540.514.6176
Email: rlmabry@gmail.com

December 12, 2017

Dear University Board of Regents,

It is with great care and concern that I write to you to request that the Board consider making the Business Program at Kauai Community College a permanent program.

As a businessman both on the island of Oahu and Kaua'i, I have had the great opportunity to be exposed to the wonderful talent that has come out of the program. I have witnessed first-hand the excitement and enthusiasm these young adults have to get out in the workforce in hopes to create a sustainable and happy life for them, their families and communities.

I become very sad when I see local youth feeling they do not have sufficient opportunities in the areas in which they grew up. It is even more disheartening when business leaders and employers do not look first to hire local. Unfortunately, we are seeing more and more that many of our young talented kids are moving off to the Mainland to seek what they believe are better opportunities for education. As this happens employers then shift their attention and focus to "importing" employees.

It is my belief that with a permanent Business Program we will be able to significantly decrease the exodus of kids to the mainland and will be able to offer them exactly what they are looking for in the form of education and opportunity in their local community. Inversely, employers will gain confidence in the talent coming out of this program on a permanent basis and will concentrate on hiring locally.

It is my understanding that enrollment of declared majors has doubled each year since the Program's inception, that Native Hawaiian enrollment has tripled and that the graduates are either continuing on for their 4-year degree at UHWO or contributing to Kaua'i's workforce. With such strong and positive results for the program, I believe not only does the school benefit but the community intrinsically becomes a better place by being able to provide jobs for the bright students coming out of the Business Program.

Sincerely,



Managing Partner





Ainofea Productions, LLC

Vance Pascua- CEO

PO Box 348,

Hanapepe, HI 96716

TO: University Board of Regents.

Aloha,

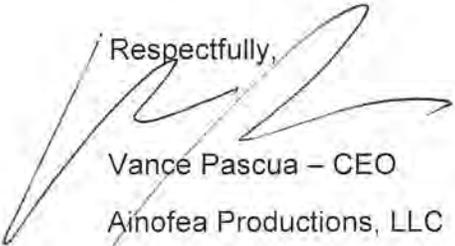
My name is Vance Pascua – CEO of Ainofea Productions and Ainofea Active Apparel for the last 12 years on Kauai. I would like to express my gratitude for your KCC Business program here on the island.

Mr Soma has provided an opportunity for our students here at the college to not only have the building blocks to get started in Business but also invites Kauai Business people to his classes to give them first hand interaction with our local Business which is priceless information for the students when getting started.

That kind of interaction along with what Mr Soma teaches our students is priceless for students wanting to become future Entrepreneurs.

I hope you are able to continue to support this program at KCC, definitely something Kauai needs.

Respectfully,



Vance Pascua – CEO

Ainofea Productions, LLC

808-634-0404



Coco Maria
454 Kamalu Rd.
Kapaa, HI 96746
Phone: 808.652.2247
coco@kauaisoultravel.com
www.kauaisoultravel.com

Dear UH Board of Regents,

I have been notified that next year on spring 2018 you will be voting on whether or not the Business Program at the Kauai Community College will be a Permanent Program.

I currently own and operate Kauai Soul Travel Sightseeing Tours & Hiking Adventures. 5 years ago I opened this company after completing my AAS at the Business Division at KCC. While attending college I had 2 jobs and I was raising my two young children. Upon graduation I got inspired to create my own company after years of financial struggles. It was scary but at KCC I got resources, peers, and mentors that gave me all the support and guidance to follow my dreams. Now I am an independent business owner, I am financially independent, and I love what I do for a living. I give thanks to the business division at KCC for that, as I don't think I would of done it without my education there.

Recently Dirk Soma invited me to be a guest speaker at his Entrepreneurship class. It was so rewarding not only sharing my story with the students but to hear how excited they were to find and create a business of their own. Kauai needs this program to stay permanently. My son who is 17 was hoping to attend this program next year, and he is not alone in this wish.

With all due respect, it shocks me that you are even considering doing such thing. To me there's not a drop of doubt that it would be a great mistake to take this opportunity away from so many young and old students to better themselves, and get ahead in life doing something they love for a living.

I hope that you guys can reconsider your plans and allow our community to have such valuable option as the Business Division.

Sincerely

Maria L. Camero Fraga

Wiederoder, Peter (P) 9:22 PM (10 hours ago)

to me

Dirk, Let me know if this works. Thanks, Peter.

University Board of Regents,

I am writing to support the Business Program at Kauai Community College. We have had an intern from this program work at Dow AgroSciences in Kauai. This was a very successful partnership that I would like to continue. The quality of the education for these students is exceptional and the need for these skills are high. The program is very open to input from industry and is meeting an industry need. I highly support this program at KCC.

Regards,

Peter Wiederoder

Peter Wiederoder
Kauai Site Leader
Kauai Operations
Office: [\(808\) 335-8302](tel:(808)335-8302)

Cell: [\(808\) 652-9940](tel:(808)652-9940)