

Date: _____

REQUESTOR CONTACT INFORMATION

Name _____ Campus _____
Title _____ Email _____
Office/Dept _____ Phone _____

PROGRAM CODE FOR ADMISSION STOP-OUT ONLY OR TERMINATION (PLEASE CHECK ONE)

Program Code _____ Program Description _____
Institution _____ Campus _____
College _____ Department _____
Level _____

Are current students "grandfathered" under the program code? Yes No
Should the old program code be available for use in Banner? Yes No

Effective , this program code will no longer be available to admit or recruit students.
Term (ie. Fall 2014)

This will turn off the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules.

Effective , this program code will no longer be available to enroll or award degree to students.
Term (ie. Fall 2014)

This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules.

FOR ADMISSION STOP-OUT ONLY REQUEST

Effective , this program code will be reactivated and available to admit or recruit students.
Term (ie. Fall 2014)

This will turn on the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules.

Check here to leave ONLINE APPLICATION OFF

ADDITIONAL COMMENTS

IRAO USE ONLY: DATE RECEIVED

ATTACHMENTS

Termination of an Associate, Bachelor and Graduate Degrees, and sole credential certificates.

Memo with President's Approval, with cc to Vice President for Academic Planning and Policy, regarding program action.

Admission stop-outs, termination of a Certificate (eg. Certificate of Achievements, Certificates of Competence, Subject Certificates, Academic Subject Certificates) & Associate in Technical Studies (ATS) Degree.

Memo from Chancellor to Vice President for Academic Planning and Policy regarding program action.

VERIFICATIONS

By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.

Registrar
(Print Name)

Financial Aid Officer
(Print Name)

For Community Colleges,
verification of consultation with
OVPCC Academic Affairs:

Tammi Oyadomari-Chun

Signature

Date

Signature

Date

Signature

Date

¹ "Admission stop-out" is defined as a halt to new admissions to a program. (Regent Policy 5.201)



August 16, 2022

MEMORANDUM

TO: David Lassner
President

VIA: Michael Bruno *Michael Bruno*
Provost

VIA: Laura E. Lyons *Laura E. Lyons*
Interim Vice Provost for Academic Excellence

VIA: Krystyna Aune *Krystyna Aune*
Dean, Graduate Division

VIA: Denise Eby Konan *Denise Eby Konan*
Dean, College of Social Sciences

Digitally signed by Denise Eby Konan
Date: 2022.08.16 11:31:35 -10'00'

Peter Arnade *Peter Arnade*
Dean, College of Arts, Languages, and Letters

SUBJECT: STOP-OUT OF ADMISSIONS TO THE GRADUATE CERTIFICATE IN
INTERNATIONAL CULTURAL STUDIES (ICUL)

SPECIFIC ACTION REQUESTED:

We would like to request to stop-out admissions to the graduate certificate in International Cultural Studies (ICUL) for Fall 2022 through Spring 2024.

RECOMMENDED EFFECTIVE DATE:

Upon signature of this Action Memo.

ADDITIONAL COST:

There is no additional cost to this action.

PURPOSE:

We request that admissions to the CUL Graduate Certificate be stopped-out in order to provide an opportunity to restructure the program to be more efficient, and to increase demand. Consideration will also include whether the program should be terminated.

We will establish a CUL Revitalization Task Force that includes faculty representatives from CALL and CSS. We will inquire with our fellow Deans to see if others want to participate, including the College of Education and Hawai‘inuiākea School of Hawaiian Knowledge. This Task Force will have a focused mission of examining the current curriculum and structure with a goal to broaden student and faculty participation.

Preliminary consultations with faculty and students have convinced us that there is potential for a redesigned CUL GCert program to thrive in several ways:

- Provide opportunities for inclusion of new scholarship in cultural studies, and new focal areas of direction. This is much like the founders envisioned in their 1999 proposal.
- Align courses with existing cultural studies courses across the curriculum through cross-listing and collaborations.
- Reduce costs, and ease the administrative burden of the program.
- Support the students through established student services capacities in the Colleges.

BACKGROUND:

Founded in 1999 and established in 2004 as an interdisciplinary graduate certificate, CUL was intended to “prepare graduate students at Mānoa in interdisciplinary approaches to contemporary issues involving culture in regions of Asia, the Pacific, and the United States” and “prepare students for the global experiences of the 21st century.” Envisioned was a “wider dialog on these issues with scholars and institutions outside Hawai‘i” by drawing from global networks of the faculty, alumni, and the East West Center (EWC).

Initial participation was broad, spanning faculty from the EWC, three UHM Colleges (Arts and Humanities; Languages, Linguistics, and Literature; and Social Sciences), and original School of Hawaiian, Asian and Pacific Studies. After academic reorganizations, this program is presently jointly offered by the College of Arts, Languages and Letters (CALL) and the College of Social Sciences (CSS), and administratively housed in CSS.

Over the past decade, student and faculty participation in the program has waned. The following table provides data on the numbers of students who have completed the CUL certificate over the past 14 years.

Academic year	Certificates Granted
2008-2009	5
2009-2010	8
2010-2011	8
2011-2012	0
2012-2013	7
2013-2014	3
2014-2015	2
2015-2016	2
2016-2017	0
2017-2018	1
2018-2019	1
2019-2020	0
2020-2021	1
2021-2022	1
14-yr Total	39
14-yr Average	2.8
6-yr Average	0.7
Minimum	0
Maximum	8

Only **4 students in the past 6 years** have completed the certificate (less than one student per year). In the previous 6 years, 22 students completed the program.

We reviewed the course-taking pattern of current and past CUL GCert students. Designed as a one-year certificate, students have taken an **average of 3 years (6 semesters) to complete** the certificate since 2015. One student took 6 years to complete the certificate. Of the current 11 students enrolled, **5 students have been enrolled for more than 4 years.**

A closer look at course enrollments provides some understanding of why certificate completions have dwindled over the past decade. Graduate courses below enrollments of 5 students are considered ‘small courses’ and must be justified to the Board of Regents annually.

Of the required CUL courses:

- **CUL 610** was last offered in **Fall 2019** when only four (4) students enrolled, and has not been offered since that time.
- The required capstone project **CUL 750**, was last offered in **Fall 2020** to one (1) student.
- **CUL 609** has been offered 8 times since 2018, and only 11 students have registered in total, or an **average of 1.3 students per class**.

Management of the certificate traditionally rotated among participating colleges/schools on a three-year term. Resource commitments have traditionally been made to support this program, including a course release for the GCert coordinator, a graduate assistantship, and various equipment and program support commitments. Lecturer replacements were often provided to the director's base department.

We face the dilemma that the expenses of the program are increasingly significant compared to other programs, especially against the backdrop of several years of austerity and a hiring freeze. The program has also experienced internal challenges with struggles of stability of leadership, and very low student participation. We thus find that the CUL GCert is at a crossroads. Its current path is not sustainable and an alternative is yet to be developed.

Given the challenges, we see a need for structural changes to the program and greater commitments from the broader affiliate faculty community if the program is to succeed and thrive as it was originally designed to do. It has become clear that the burden of success is resting on a very small group, and that resources are presently required disproportionate to actual programing and student enrollment numbers.

We hope that this period of revitalization may provide needed changes to place the CUL GCert program on more sustainable footing. Our plan is to provide a temporary Stop-Out to new admissions into the program while we take two years to redesign the requirements of the program. Existing students will be able to continue their program. Termination of the program will be considered if these revitalization efforts are not successful.

ACTION RECOMMENDED:

We would like to recommend to stop-out admissions to the graduate certificate in International Cultural Studies (CUL) for Fall 2022 through Spring 2024.

APPROVED / DISAPPROVED:

David Lassner
President

Date