

**ADMISSION STOP-OUT OR TERMINATION
OF PROGRAM CODE**

CLEAR FORM

Form #CR-AP5
Modified March 2019

Date: 04/19/2021

REQUESTOR CONTACT INFORMATION

Name Kathlen Lee Campus Kaua'i CC
Title Educational Specialist Email kathlen@hawaii.edu
Office/Dept Academic Affairs Phone (808) 245-8204

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

Program Code AS-PBS Program Description Plant Biology and Tropical Ag
Institution KAU - Kauai Community College Campus KAU - Kauai Community College
College IN - Instructional Department MS
Level UG - Undergraduate

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

Effective Spring 2021, 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 Spring 2021, 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

Requesting to terminate the AS in PBS effective Spring 2021.

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)

Kailana Soto

Kailana Soto 4/24/21
Signature Date

Financial Aid Officer
(Print Name)

Jeff Anderson

Jeff Anderson 4/27/21
Signature Date

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

DELLA TERAOKA
Della Teraoka 5/19/2021
Signature Date

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

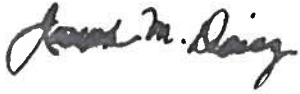


May 05, 2021

MEMORANDUM

TO: Debora Halbert
Associate Vice President for Academic Planning and Policy

VIA: Erika Lacro
Vice President for Community Colleges

FROM: Joseph Daisy
Chancellor 

SUBJECT: Termination of Programs

I have approved the following:

1. AS in Plant Biology and Tropical Agriculture effective Spring 2021 due to low enrollment and minimizing costs during a time of necessary budgetary austerity and right-sizing.
2. CO in Accounting Office Assistant effective Fall 2022 due to increasing automation in the accounting industry, which has made this certificate less relevant.



UNIVERSITY of HAWAII
KAUAI
 COMMUNITY COLLEGE

January 15, 2021

MEMORANDUM

TO: David Lassner
 President

VIA: Debora J. Halbert *Debora Halbert*
 Associate Vice President for Academic Programs and Policy

VIA: Erika Lacro *EL*
 Vice President for Community Colleges

FROM: Joseph M. Daisy *Joseph M. Daisy*
 Chancellor

SUBJECT: REQUEST TO TERMINATE THE PROVISIONAL PLANT
 BIOLOGY AND TROPICAL AGRICULTURE ASSOCIATE OF
 SCIENCE (AS) DEGREE

SPECIFIC ACTION REQUESTED:

It is requested that the Provisional Plant Biology and Tropical Agriculture Associate of Science (AS) be terminated.

RECOMMENDED EFFECTIVE DATE:

Spring 2021

ADDITIONAL COST:

None

PURPOSE:

The requested termination is the result of consistently low enrollments across the degree, campus and system dialogues, and is an effort to minimize campus costs during a time of necessary budgetary austerity and right-sizing.

BACKGROUND:

Board of Regents Policy, RP 5.201 states that “reviews of particular programs may be undertaken at any time as deemed necessary”, and “a program with a low number of degree/certificates of achievement conferred will undergo a campus level review.” This degree program has had low enrollment and few degrees awarded. As a result, the program was stopped out through July 1, 2020, and has not accepted new students since. Moreover, this program was granted *Provisional* status on May 15, 2014, and was never awarded *Established* status. RP 5.201 states that, “provisional programs that have not applied for established status or extension in the year following the completion of the first cycle may be recommended for termination by the president”.

From 2014-2020, there have only been nine graduates earning the Plant Biology and Tropical Agriculture (AS) degree. Agriculture in general, through its various re-envisioned iterations over the years, has been a consistently low enrolled program and currently has zero students enrolled.

The Program Coordinator and primary faculty for the Plant Biology and Tropical Agriculture (PBTA) program moved to a position at UH Hilo in August 2018. Budgetary limitations kept the campus from replacing the faculty member and in light of on-going limited campus funding and minimal student interest there is no future plan to fill this position.

The college intends to retain its PBTA (CO) for those students interested in a CTE pathway. This action would advance our efforts of system alignment for agriculture. Additionally, the college will develop a concentration under the Associate of Science Natural Science (ASNS) degree for those students interested in pursuing careers as agricultural scientists and transferring. In the interim, students are well-served by the existing ASNS biological sciences pathway. Thus, elimination of this PBTA (AS) degree does not eliminate agriculture options for students but instead makes them available under a sustainable model for our small campus and this consolidation is in line with expected small program actions.

Additionally, Kaua'i CC has complied with the expectations of ACCJC Accreditation Standards and as per RP 5.201, which states that “Commitments to students already officially enrolled in such programs shall be met and limited for up to two years for associate degrees at community college programs...” All students on this currently stopped-out program (stopped out August 31, 2018 thru July 1, 2020) have been provided a pathway to completion.

David Lassner
January 15, 2021
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ACTION RECOMMENDED:

It is requested that the Provisional Plant Biology and Tropical Agriculture Associate of Science (AS) degree be terminated.

APPROVED DISAPPROVED:



Digitally signed by David Lassner
Date: 2021.03.12 13:36:24 -10'00'

3/12/2021

David Lassner
President

Date



Request for Temporary Stop Out or Termination of Program

This form is intended to stop out or terminate an entire program. To stop out or terminate a specific certificate or degree, a Program Action Request (PAR) modification proposal must be submitted.

Program title: Plant Biology and Tropical Agriculture (CA) & AS

Effective term: Fall Spring Year: 2021

Please indicate (Select one of the following):

Stop Out: Students will not be recruited or admitted into this program **temporarily**.
 This program should be reactivated in Fall Spring Year: _____
Note: Maximum stop out for a program is 2 years.

Terminate: Students will not be recruited/admitted into this program **permanently**.

Justification: The requested terminations are the result of consistently low enrollments across this certificate and is an effort to minimize campus costs during a time of necessary budgetary austerity.

Submitted by: Alexis Erum Alexis Joy Erum 1/24/2021
 Name Signature and Date

Approved by: Ryan Girard Ryan Girard 3/5/21
 Division Chair Name Signature and Date

JAMES D. ANDREWS James D. Andrews 3/5/21
 Curriculum Chair/Co-chair Name Signature and Date

Frankie Harriss Frankie Harriss 5 MARCH 2021
 Vice Chancellor, Academic Affairs Signature and Date

Joseph Daisy Joseph M. Daisy 3/5/2021
 Chancellor Signature and Date

Routing: Proposer > Division Chair > VCAA Secretary > CC Chair/Co-chair > VCAA > Chancellor > Academic Affairs Educational Specialist