

ADMISSION STOP-OUT OR TERMINATION OF PROGRAM CODE

CLEAR FORM

Form #CR-AP5
Modified March 2019

Date: 02/24/2021

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 ASC-LBRT-FPR Program Description Fitness Professional
Institution KAU - Kauai Community College Campus KAU - Kauai Community College
College IN - Instructional Department LBRT
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 Fall 2022, 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 ASC in Fitness Professional Fall 2022.

IRAQ 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
Signature

4/6/21
Date

Financial Aid Officer
(Print Name)

Jeff Anderson

Jeff Anderson
Signature

4/14/21
Date

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

DELLA TERAOKA

Della Teraoaka
Signature

6/7/2021
Date

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

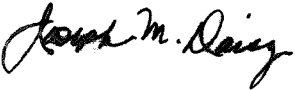


March 8, 2021

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 and Stop Out of Programs

I have approved the following:

1. Termination of the ASC in Fitness Professional effective Fall 2022 due to low enrollment.
2. Stop out of the CO in Plant Biology and Tropical Agriculture effective Fall 2021 to review the future of the program after dialogues with President Lassner.
3. Stop out of the ASC in Plant Biology and Tropical Agriculture effective Fall 2021 to review the future of the program after dialogues with President Lassner.



February 22, 2021

MEMORANDUM

TO: Joseph M. Daisy, EdD
Chancellor

FROM: Frankie Harriss, EdD *Frankie Harriss*
Vice Chancellor for Academic Affairs *22 FEB 22 2021*

SUBJECT: REQUEST TO STOP OUT AND SUBSEQUENTLY TERMINATE
FITNESS PROFESSIONAL ACADEMIC SUBJECT CERTIFICATE
(ASC)

SPECIFIC ACTION REQUESTED:

It is requested that the Fitness Professional Academic Subject Certificate (ASC) be stopped out spring 2021 and terminated fall 2022.

RECOMMENDED EFFECTIVE DATE:

Stop out spring 2021 and termination fall 2022

ADDITIONAL COST:

None.

PURPOSE:

This Fitness Professional ASC has been consecutively low enrolled for the last three years. Elimination of this certificate program is an effort to minimize campus costs and an ongoing expenditure of increasingly limited resources towards a low performing certificate program, and instead shift resources towards our more viable programs.

BACKGROUND INFORMATION AND JUSTIFICATION:

Board of Regents Policy, RP 5.201 states: "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." Currently, only two students are enrolled on this ASC. A third student needed one course to complete the ASC but is not currently enrolled with KauCC. Only one student has graduated with this certificate and that occurred in 2019. Finally, students enrolled only on this ASC program are identified as unclassified for enrollment and admissions purposes. To that end, low enrollments and minimal student interest, coupled with budgetary constraints, necessitates that this certificate be stopped out and terminated so that campus resources can be allocated to more viable programs.

This is a training program that also might be more suitable to our Office of Continuing Education and Training (OCET) where revenue can be generated through enrollments and is likely more appealing to our working and industry community in a format that is less than 31 weeks of classes that span two academic semesters.

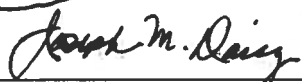
UHCCP 5.203 Program Credentials: Degree and Certificates III.B.2.h. provides the Chancellor with the authority to approve an ASC thus, the Chancellor has the authority to take action on this ASC directly.

Finally, Kaua'i CC has complied with the expectations of ACCJC Accreditation Standards and as per RP 5.201, "Commitments to students already officially enrolled in such programs shall be met...". The college is first stopping-out and will subsequently terminate these certificate programs in compliance with standard expectations.

ACTION RECOMMENDED:

It is requested that the Fitness Professional Academic Subject Certificate (ASC) be stopped out spring 2021 and terminated fall 2022.

APPROVED/DISAPPROVED:



Joseph M. Daisy, EdD
Chancellor

2/22/2021

Date