

ADMISSION STOP-OUT OR TERMINATION OF PROGRAM CODE

CLEAR FORM

Form #CR-AP5
Modified June 2017

Date: 01/15/2021

REQUESTOR CONTACT INFORMATION

Name Kathlen Lee Campus Kauai 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 CA-SSM Program Description Sustainability Science
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 Certification of Achievement in Sustainability Science.

IRAO USE ONLY: DATE RECEIVED

ATTACHMENTS

Admission stop-out¹ greater than 2 years; 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-out¹ less than 2 years. Termination of a Certificates (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 1/20/21
Signature Date

Financial Aid Officer
(Print Name)

Jeff Anderson

Jeff Anderson 1/20/21
Signature Date

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

Della Teraoka

Della Teraoka 2/8/2021
Signature Date

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

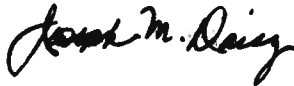


January 15, 2021

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: Stop Out and Termination of Programs

I have approved the following due to low enrollment and to minimize campus costs during a time of necessary budgetary austerity:

1. Beekeeping CO (stop out effective Fall 2021 and termination effective Spring 2022)
2. Plant Biology and Tropical Agriculture CA (termination effective Spring 2021)
3. Sustainability Science CA (termination effective Spring 2021)



January 13, 2021

MEMORANDUM

TO: Joseph M. Daisy, EdD
Chancellor

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

SUBJECT: REQUEST TO TERMINATE SUSTAINABILITY SCIENCE
CERTIFICATE OF ACHIEVEMENT (CA) AND PLANT BIOLOGY
AND TROPICAL AGRICULTURE CERTIFICATE OF
ACHIEVEMENT (CA)

SPECIFIC ACTION REQUESTED:

It is requested that the Sustainability Science Certificate of Achievement (CA) and Tropical Agriculture Certificate of Achievement (CA) be terminated

RECOMMENDED EFFECTIVE DATE:

Spring 2021

ADDITIONAL COST:

None.

PURPOSE:

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

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." These certificate programs have had low enrollment and few certificates and degrees awarded. As a result, they were stopped out through July 1, 2020, and have not accepted new students. Moreover, the PBTA program was granted Provisional status on May 15, 2014, and was never awarded Established status. From 2014-2020, there have only been:

- 7 graduates earning the Sustainability Science Management (CA) and
- 7 graduates earning the Plant Biology and Tropical Agriculture (CA).

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 have kept the campus from immediately replacing the faculty member and the current hiring freeze required the campus to cancel the search begun to fill this position for August 2020. Without a full-time faculty member to revise and revitalize the PBTA program, the program's immediate success is improbable. Approval from the president will also be sought to terminate the PBTA (AS) in a separate memo. The college intends to keep PBTA/agriculture COs and to place them under a CTE pathway. For those students seeking a research-based agriculture career, the college intends to create an Associate of Science Natural Science agriculture pathway.

For Sustainability Science, the campus has instead made a commitment to embed Sustainability Science across the curriculum to benefit students on all majors rather than to retain the low enrolled CA.

UHCCP 5.203 Program Credentials: Degree and Certificates III.B.2.f. provides the Chancellor with authority to approve CAs that consist of courses within an existing Board approved associate degree. Thus, the Chancellor has the authority to take action on these CAs directly.

Additionally, 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 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, 2020) have been provided a pathway to completion. By default these programs have remained stopped out thru this date.

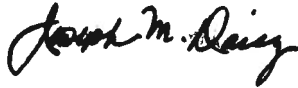
ACTION RECOMMENDED:

It is requested that the Sustainability Science Certificate of Achievement (CA) and Plant Biology and Tropical Agriculture Certificate of Achievement (CA) be terminated.

January 13, 2021

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APPROVED/DISAPPROVED:



Joseph M. Daisy, EdD
Chancellor



Date

January 14, 2021

Dr. Joseph Daisy
Chancellor
Kaua'i Community College
3-1901 Kaumualii Hwy
Lihue, HI 96766

Dear Chancellor Daisy,

Your Accreditation Liaison Officer has informed the ACCJC that your institution will eliminate the following certificates:

- Sustainability Science (Certificate of Achievement, 25-27 credits)
- Plant Biology and Tropical Agriculture (Certificate of Achievement, 35 credits)

Based on the description and appropriate teach-out plans provided, it has been determined a substantive change review by the Commission is **not** required. Thank you for bringing this to our attention and please let us know if there are any changes in the information provided by the College.

On behalf of the Commission, thank you for your continued commitment to accreditation and academic quality in higher education.

Sincerely,



Elizabeth Dutton
Accreditation Process Manager

cc: Dr. Valerie Barko, Accreditation Liaison Officer
Ms. Martina Fernandez-Rosario, U.S. Department of Education