

Date: 01/15/2021

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 CO-LBRT-AGB Program Description Beekeeping
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
 Yes No

Should the old program code be available for use in Banner?

Effective Fall 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 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 stop out the Certificate of Competence in Beekeeping in Fall 2021 and terminate it in Spring 2022.

IRAQ 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:

Suzette Robinson

Della Teraska 2/8/2021
Signature Date

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

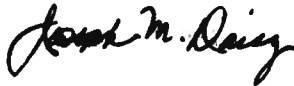


January 15, 2021

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 14, 2021

MEMORANDUM

TO: Joseph M. Daisy, EdD
Chancellor

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

SUBJECT: REQUEST TO STOP OUT AND THEN TERMINATE
BEEKEEPING CERTIFICATE OF COMPETENCE (CO)

SPECIFIC ACTION REQUESTED:

It is requested that the Beekeeping Certificate of Competence (CO) be stopped out fall 2021 and terminated spring 2022

RECOMMENDED EFFECTIVE DATE:

Fall 2021

ADDITIONAL COST:

None.

PURPOSE:

The requested stop out followed by termination is the result of consistently low enrollments on this certificate and is an effort to minimize campus costs during a time of necessary budgetary austerity and towards the president's goal of right-sizing our institutions.

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

January 14, 2021

Page 2

number of degree/certificates of achievement conferred will undergo a campus level review." To that end, this Beekeeping certificate program has had low enrollment and only two certificates have been awarded since the certificate was established.

Classes have failed to gain sufficient students to meet the thresholds of our low-enrolled class policy [KCCP 4-14](#) and thusly been cancelled. The only exceptions were a few sections that were offered for free to student participants because the costs were covered by external funding. This certificate program is not part of an existing full-time faculty member's teaching workload and consequently requires paying overload or hiring of a lecturer.

Instead, this program is more suitable to our Office of Continuing Education and Training (OCET) where revenue can be generated through enrollments and is more appealing to community members in a format other than 16 weeks of classes. The credit certificate should be stopped out, followed by termination, and Beekeeping should begin running in a revenue generating capacity and ideally suited format through OCET.

There are students from a Running Start *Kulanui* cohort as part of an externally funded program who took AG 162 *Introduction Beekeeping*, which is one of the two courses required for the CO. Those students who intend to complete the certificate will do so during the fall 2021 semester. Therefore, the request to stop out the program for fall 2021 ensures no more program admissions while allowing time for those who began the certificate time for completion. Thus, termination of the Beekeeping CO can be implemented for spring 2022.


UHCCP 5.203 *Program Credentials: Degree and Certificates* III.B.2.j. provides the Chancellor with the authority to approve a CO as a, "stand-alone college credential for students who have successfully completed a sequence of career and technical education courses not within a BOR-approved CTE program that has been identified as fulfilling an employable set of skills recognized by Business and Industry". Thus, the Chancellor has the authority to take action on this CO 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..." All students on this certificate program have a completion plan for fall 2021.

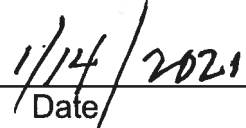
ACTION RECOMMENDED:

It is requested that the Beekeeping Certificate of Competence (CO) be stopped out fall 2021 and terminated spring 2022.

APPROVED/DISAPPROVED:



Joseph M. Daisy, EdD
Chancellor



Date