



Grant Kim <grantkim@hawaii.edu>

Sustainable Agriculture CO Reinstatement

Kevin Morimatsu <kevinkm@hawaii.edu>

Fri, Jul 28, 2023 at 8:36 AM

To: Farah Doiguchi <farah@hawaii.edu>, Grant Kim <grantkim@hawaii.edu>
Cc: David A Krupp <Krupp@hawaii.edu>, Tiana Loo <tcho@hawaii.edu>

Good Morning Grant,

In your email to our Registrar, Farah, it indicates "a current PCR to reinstate the program." Am I to understand that you are looking for a separate PCR to reinstate? The 2021 PCR states, **"Effective Spring 2023, this program code will be reactivated and available to admit or to admit or recruit students."**

FOR ADMISSION STOP-OUT ONLY REQUEST

Effective Spring 2023, 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

I have an approved curriculum document attached that states, **"It will be reactivated and continue as a stand-alone certificate."**

Please LMK, as soon as possible, if you require a new PCR and advise me how you want it filled out (**New Program Code** or **Replace Program Code**).

There is an urgency for the reinstatement and I'm anxiously anticipating your response.

Thank you,
Kevin Morimatsu
(808) 235-7495

On Thu, Jul 27, 2023 at 5:31 PM Farah Doiguchi <farah@hawaii.edu> wrote:

Hi Kevin & Dave,

I'm so confused because I was told that this was the correct form (attached), and I thought that made sense, since this box talks about reactivation:

FOR ADMISSION STOP-OUT ONLY REQUEST

Effective Spring 2023, 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

It sounded like we just needed to - for lack of a better word - rescind the part about keeping the online app turned off. But now it seems that this is not the right form. I checked my inbox for all the comm I received from Jeri Burke, and I do not have a copy of our current PCR to reinstate the program. Might you?
Thanks!

[Quoted text hidden]

--
Kevin Morimatsu
Academic Support
Office of Academic Affairs
Windward Community College
kevinkm@hawaii.edu

(808) 235-7495



06.29.2023 Program Proposal_Cert of Competence in Sustainable AG-Reactivate&Modify.pdf

1036K

Date: September 1, 2021

REQUESTOR CONTACT INFORMATION

Name Charles Sasaki Campus Windward CC
Title Vice Chancellor for Academic Affairs Email kevinkm@hawaii.edu (Kevin Morimatsu)
Office/Dept Academic Affairs Phone (808) 235-7495

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

Program Code 010308 Program Description Sustainable Agriculture
Institution WIN - Windward Community College Campus WIN - Windward Community College
College IN - Instructional Department Natural Sciences
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 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 Fall 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 Spring 2023, 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

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)

Farah Doiguchi


 06/03/22

Signature

Date

Financial Aid Officer
(Print Name)

Anna Chaimberlain


 5/27/22

Signature

Date

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

Della Teraoka

 6/7/2022

Signature

Date

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




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May 27, 2022

MEMORANDUM

TO: Debora Halbert
Interim Vice President for Academic Strategy

FROM: Ardis Eschenberg
Chancellor 

SUBJECT: Program Actions at Windward Community College

I have approved the following program actions on September 01, 2021, effective Fall 2021.

Admissions Stop-out

Certificate of Competence in Sustainable Agriculture

cc Pearl Iboshi, IRAO
Farah Doiguchi, Registrar
Jennifer Brown, Interim Vice Chancellor of Student Affairs



July 16, 2021

MEMORANDUM

TO: Ardis Eschenberg
Chancellor, Windward Community College

VIA: Faculty Senate

VIA: Curriculum Committee

FROM: David Krupp 
Interim Dean, Academic Affairs, Division II

SUBJECT: ADMISSIONS STOP-OUT FOR THE CERTIFICATE OF COMPETENCE IN
SUSTAINABLE AGRICULTURE

SPECIFIC ACTION REQUESTED:

Approval of a two-year admissions stop-out to the Certificate of Competence in Sustainable Agriculture.

RECOMMENDED EFFECTIVE DATE:

Fall 2021 through Spring 2023

ADDITIONAL COST:

None

PURPOSE:

The purpose of this request is to temporarily halt admissions to the Certificate of Competence in Sustainable Agriculture.

BACKGROUND INFORMATION:

Per Regents Policy RP 5.201, Instructional Programs, "An admission stop-out (a halt to new admissions to the program) for more than two years shall be approved by the president. Chancellors may approve admission stop-outs for up to two years."

The Certificate of Competence in Sustainable Agriculture was originally approved in Fall of 2013 to prepare workers who want to engage in small-scale farming in Hawaii in a way that integrates long-term environmental stability with economic profitability. Since the certificate was established, no student has completed the certificate requirements. Currently, there are no students enrolled in the program. Several other factors have been considered in generating this request:

45-720 Kea'ahala Road
Kāne'ohe, Hawai'i 96744
Telephone: (808)-235-7463
Fax: (808)-247-5362
www.windward.hawaii.edu

1. The tenure-track instructor responsible for program coordination and instruction in Sustainable Agriculture resigned in June 2020. Because of the University-wide hiring freeze, we have not been able to hire a replacement faculty member. This situation greatly impacts the College's ability to offer some of the required classes for this certificate.
2. During the past year, the Hale Uluwehi agriculture complex was not useable for instruction while renovations were underway and much of the facilities (e.g., aquaculture tanks) needed in order to teach certain classes were dismantled to facilitate construction. Given the loss of the tenure-track instructor in Sustainable Agriculture, there is no one to take the lead to put these facilities back together for instruction.
3. The College has never offered one of the required classes (AG 171 Farm Renewable Energy Systems) for this certificate.
4. Windward Community College (WCC) has ceded the program title "Sustainable Agriculture" to Leeward Community College (LCC) which offers stackable credentials in Sustainable Agriculture from Certificate of Competence to an Associate in Science degree. LCC's curriculum is very different from that of WCC. If WCC is to use this title, then its curriculum should be aligned with that of LCC. Doing so will require an assessment and retooling of Sustainable Agriculture at WCC in dialogue with LCC.
5. WCC will receive a Native Hawaiian Career and Technical Education Program (NHCTEP) grant as a subaward from Alu Like, Inc. A portion of this subaward is meant to fund the assessment and retooling of Sustainable Agriculture described above. This project will also involve the development of a curriculum in algae culture. The grant includes funds to hire a half-time instructor to lead these efforts.

Consequently, I am requesting approval to halt admissions to the Certificate of Competence in Sustainable Agriculture for two years.

Additionally, per Regents Policy RP 5.201, Instructional Programs, "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 and four years for baccalaureate degrees. No new program admissions shall take place."

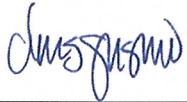
The Certificate of Competence in Sustainable Agriculture requires 17 credits. Regents Policy RP 5.201, Instructional Programs, is interpreted to apply to this certificate by a commensurate length of time. For the Certificate of Competence in Sustainable Agriculture, students would be allowed up to one year to complete all relevant coursework.

ACTION RECOMMENDED:

Approve a two-year admissions stop-out to the Certificate of Competence in Sustainable Agriculture.

APPROVED/DISAPPROVED:

Approve / Disapprove



Charles Sasaki, Vice Chancellor, Academic Affairs

08/30/2021

Date

Approve / Disapprove



Ardis Eschenberg, Chancellor

9/1/2021

Date



Windward Community College Program Proposal

The purpose of this form is to propose a new program or certificate at Windward Community College through the Curriculum Committee.

For further guidance, see [WCC Curriculum Policies and Procedures](#).

To see descriptions of certificates and programs, see [UHCC Policy 5.203](#).

Proposed Program Name: Certificate of Competence in Sustainable Agriculture
(Reactivate and modify existing program)

~~Jolie Dollar suggests nesting this program under the Certificate of Achievement in Agripharmatech.~~ *MDW*
Sustainable Agriculture is a stand-alone Certificate of Competence that was approved in 2013. The program was placed under a temporary admissions stopout while this curriculum change was being considered. It will be reactivated and continue as a stand-alone certificate.

Date proposal submitted via email to Curriculum Chair (signatures 1-4 on final page are required prior to submitting to Curriculum Committee):

Date of proposed program implementation: fall semester 2023

Type of Program or Certificate:

- Associate of Arts*
- Concentration in Associate of Arts
- Associate of Science*
- Concentration in Associate of Science
- Certificate of Achievement (CA)*
- Certificate of Competence (CO)
- Academic Subject Certificate (ASC)
- Other: _____

*AA, AS, and CA degrees require an approved Authorization to Plan form prior to submitting the Program Proposal form.

i. Catalog Description of the Program

No changes from previous description:

The Certificate of Competence in Sustainable Agriculture is a 17-20 credit certificate designed for students who want to engage in small-scale farming in Hawai'i. Sustainable agriculture integrates long-term environmental stability with economic profitability in a way that focuses on stewardship of both human and physical resources. In contrast to the ways of farming that have become typical in the last century, sustainable agriculture focuses on reducing energy and resource demands, removing harmful chemicals and by-products of farming, and using alternative processes, such as aquaponics, to create a viable farm.



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ii. Program Learning Outcomes

Four to five outcomes that students will achieve by completing this program. These outcomes should be measurable, as they will be assessed as part of the campus accreditation requirements. Using [Bloom's Taxonomy verbs](#) can help.

After completing this program, graduates will:
No changes from previous learning outcomes.

Upon completion of the Certificate of Competence in Sustainable Agriculture, the student will be able to:

- Evaluate sustainable farming systems and business plans
- Determine the sustainable farming system suited for a specific location in Hawai'i
- Recommend cultural practices, solve problems and cultivate horticultural crops in a sustainable manner based on sound biological and technological principles

iii. Courses connected to the Program

Specify the courses required and optional/elective to complete the program. Provide each course alpha and title, catalog description, student learning outcomes (SLOs), number and type of credits (ex: 3 credits lecture, 1 credit lab) If there are courses that are not currently offered by the college, provide a course proposal to offer the course or proof of course options at other UH campuses. Please complete the summary table after you list each course in detail.

Required courses (alpha and number, title, description, SLOs, credits):

AG 120 – Plant Science (3 credits) – *no changes*

AG 170 – Introduction to Aquaponics (4 credits) – *no changes*

AG 202 – Agriculture, Environment, and Society (3 credits) to replace AG 171 – Farm Renewable Energy Systems (3 credits)

Copied from Kai's Syllabus

The goal of this course is to establish foundational knowledge of agroecosystems. Emphasis is on the interrelationship among the crop plants,



Windward Community College Program Proposal

essential plant nutrients, social factors, and cultural practices. Key goals are to introduce students to the broad range of topics covered within agroecosystems, as well technical writing in agricultural science, and oral discussion and argument (3 hours lecture, 3 hours laboratory).

Student learning outcomes:

- 1) Analyze and interpret information from technical and non-technical sources, with an emphasis on scientific articles.
- 2) Discuss interrelationship between plants and animals, and the socio-economic importance of them to humans.
- 3) Describe the relationship(s) between agriculture, society and the environment.
- 4) Describe the concept of agroecosystems and form critical questions for in-class discussion.

AG 192V Special Topics in Agriculture (1-4 credits) – *no changes*

BUS 122B – Introduction to Entrepreneurship: Sustainable Agriculture (3 credits) – *no changes*

IS 201 – The Ahupua'a (3 credits) – *no changes*

Elective courses (alpha and number, title, description, SLOs, credits):

n/a

SUMMARY TABLE: <i>(Add rows as needed)</i>	Credits	Grading (A-F, Cr/No Cr, etc.)
REQUIRED COURSES (Total credits:)		
<i>ALPHA Number and Course Title</i>		
AG 120 Plant Science	3	Cr
AG 170 Introduction to Aquaponics	4	Cr
AG 202 Agriculture, Environment, and Society	3	Cr
AG 192V Special Topics in Agriculture	1-4	Cr
BUS 122B Introduction to Entrepreneurship: Sustainable Agriculture	3	Cr
IS 201 The Ahupua'a	3	Cr



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iv. Description of demand and social value of the program

Is this certificate or one similar to it, offered at any other college in the system? If so, discuss the similarities and differences between the course offerings. How will this program benefit students entering the workforce or continuing on in their educational journey?

Replacing or substituting AG 202 for AG 171 will provide students with a more well-rounded education in Sustainable Agriculture. Additionally, AG 202 will contain a learning module on Farm Renewable Energy Systems. Having a more broad course, such as AG 202, will allow students to learn a number of important topics within the field of sustainable agriculture.

v. Description of resources needed, including budget, personnel, and facilities.

If none are required, how will existing facilities and equipment be utilized?

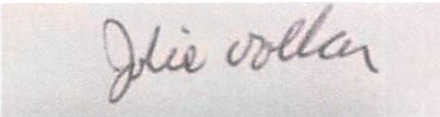
No additional personnel, facilities, or equipment should be required. Aligning this Certificate of Competence with Agripharmatech will provide benefits to both programs.



Windward Community College Program Proposal

Review of Windward Community College Program


Program Name: Sustainable Agriculture

1. Proposer:  10/7/22
Signature Date

2. Department Area (more than one tenured or tenure-track departmental instructor's signature required)


 09/30/2022
Signature Date

 10/4/22
Signature Date

3. Department Chair  Date 09/30/22
Signature

4. Division Dean  12/15/22
Signature Date

5. Curriculum Committee Review Approved / Disapproved
 3.31.23
Curriculum Committee Chair Signature Date

6. Faculty Senate Review Approved / Disapproved
 5/14/23
Faculty Senate Chairperson Signature Date

7. Academic Affairs Review Approved / Disapproved
 6/15/23
Vice Chancellor for Academic Affairs Signature Date

8. Chancellor Review Approved / Disapproved



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A handwritten signature in black ink, appearing to be "K. H.", written over a horizontal line.

Chancellor Signature

6/29/2023

Date

If disapproved, please provide reasons on the back of the form.