

ADMISSION STOP-OUT OR TERMINATION
OF PROGRAM CODE

CLEAR FORM

Form #CR-AP5
Modified March 2019

Date: May 28, 2021

REQUESTOR CONTACT INFORMATION

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

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

Program Code PLNT Program Description Plant Landscaping
Institution WIN - Windward Community College Campus WIN - Windward Community College
College IN 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 2019, 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 2019, 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

Empty text box for additional comments.

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.

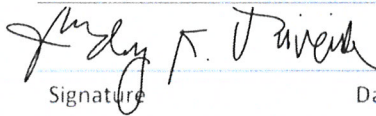
Memo from Chancellor to Vice President for Academic Planning and Policy regarding program action.

VERIFICATIONS

By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.

Registrar
(Print Name)

Judy Oliveira



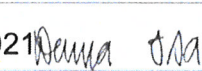
Signature

Date

6/4/2021

Financial Aid Officer
(Print Name)

Dayna Isa

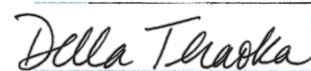


Signature

Date

6/2/21

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



Signature

Date

8/4/2021


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



May 28, 2021

MEMORANDUM

TO: Tammi Chun
Vice President for Academic Planning and Policy

FROM: Ardis Eschenberg 
Chancellor

SUBJECT: Program Actions at Windward Community College

I have approved the following program actions on September 3, 2019, effective Fall 2019.

Terminate

Certificate of Competence (CO) in Agricultural Technology
Certificate of Competence (CO) in Plant Landscaping
Certificate of Competence (CO) in Subtropical Urban Tree Care

cc Pearl Iboshi, IRAO
Judy Olivera, Vice Chancellor for Student Affairs, Registrar
Dayna Isa, Financial Aid Officer
Charles Sasaki, Vice Chancellor for Academic Affairs
David Krupp, Division II Dean



UNIVERSITY of HAWAII
WINDWARD
COMMUNITY COLLEGE

February 7, 2019

MEMORANDUM

TO: Ardis Eschenberg
Chancellor, Windward Community College

VIA: Faculty Senate

VIA: Curriculum Committee

VIA: Charles Sasaki *CS*
Interim Vice Chancellor of Academic Affairs

FROM: David Krupp *DK*
Interim Dean of Academic Affairs, Division II

SUBJECT: TERMINATION OF THE CERTIFICATE OF COMPETENCE
IN AGRICULTURAL TECHNOLOGY, CERTIFICATE OF
COMPETENCE IN PLANT LANDSCAPING, AND
CERTIFICATE OF COMPETENCE IN SUBTROPICAL
URBAN TREE CARE

SPECIFIC ACTION REQUESTED:

Approval of the termination of the Certificate of Competence in Agricultural Technology, Certificate of Competence in Plant Landscaping, and Certificate of Competence in Subtropical Urban Tree Care.

RECOMMENDED EFFECTIVE DATE:

Fall 2019

ADDITIONAL COST:

None

PURPOSE:

The purpose of this request is to permanently terminate the Certificate of Competence in Agricultural Technology, Certificate of Competence in Plant Landscaping, and Certificate of Competence in Subtropical Urban Tree Care.

BACKGROUND INFORMATION:

Because of low completion rates and a lack of workforce needs, an admissions stop-out of these certificates was approved April 6, 2016 (initiated in a memo from Charles Sasaki dated February 16, 2016). The last certificate completer graduated in 2015, and there have been no new program admissions since.

In September 2018, a request was submitted to de-activate AG classes specific to these programs. These de-activations have been approved (effective for Fall 2019).

Consequently, I am requesting terminations of the following three programs of study:

- Certificate of Competence in Agricultural Technology
- Certificate of Competence in Plant Landscaping
- Certificate of Competence in Subtropical Urban Tree Care

Per Regents Policy RP 5.201, "Provisional and established programs deemed out-of-date or nonproductive based on a program review or other internal assessments may be terminated by the president" and "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." These criteria have been fulfilled.

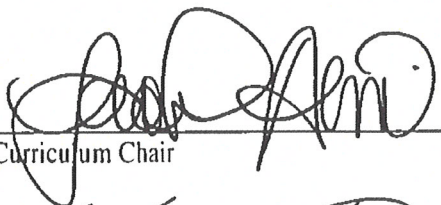
ACTION RECOMMENDED:

Approve the termination of the Certificate of Competence in Agricultural Technology, Certificate of Competence in Plant Landscaping, and Certificate of Competence in Subtropical Urban Tree Care.



Curriculum Proposal Review Levels

Proposal: Termination of Certificates of Competence for Agriculture Programs



Curriculum Chair

Date: 2/26/19



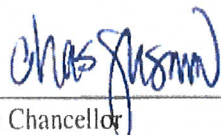
Faculty Senate Chair

Date: 3/5/19



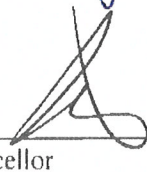
Division II Dean

Date: 8/30/19



Vice Chancellor

Date: 9/3/19



Chancellor

Date: 9/3/19