

MINUTES

BOARD OF REGENTS' COMMITTEE ON ACADEMIC AFFAIRS MEETING

MAY 6, 2015

I. CALL TO ORDER

Committee Chair Chuck Gee called the meeting to order at 9:01 a.m. on Wednesday, May 6, 2015, at Mānoa, Information Technology Building, 1st Floor Conference Room 105A, 2420 Correa Road, Honolulu, Hawai'i 96822.

Committee members in attendance: Committee Chair Chuck Gee; Committee Vice Chair Lee Putnam; Regent Michelle Tagorda.

Excused: Regent Simeon Acoba.

Others in attendance: Regent Helen Nielsen (ex officio committee member); President David Lassner; Vice President for Academic Affairs Risa Dickson; Vice President for Legal Affairs and University General Counsel Darolyn H. Lendio; Vice President for Community Colleges John Morton; Vice President for Research, Vassilis Syrmos; UH Hilo (UHH) Chancellor Don Straney; Kaua'i Community College (KauCC) Chancellor Helen Cox; Honolulu Community College (HonCC) Chancellor Erika Lacro; and others as noted.

At this time, Committee Chair Gee recognized Senator Gilbert Kahele who was seated in the audience.

II. APPROVAL OF THE MINUTES OF THE APRIL 2, 2015 MEETING, AND JANUARY 14, 2015 JOINT MEETING OF THE COMMITTEES ON ACADEMIC AFFAIRS AND PERSONNEL AFFAIRS MEETING

Regent Tagorda moved and Committee Vice Chair seconded the motion to approve the minutes of the April 2, 2015 meeting, and January 14, 2015 joint meeting of the Committees on Academic Affairs and Personnel Affairs, which was unanimously approved.

III. PUBLIC COMMENT PERIOD

Executive Assistant to the Board Melissa Matsuura announced that the Board Office received no written testimony, and no individuals had signed up to testify.

IV. AGENDA ITEMS

A. For Action:

Committee Chair Gee rendered agenda items said to accommodate a schedule conflict for President Lassner, the agenda items 3 and 4 were being taken up first.

3. UH System: Recommendation for Approval of Amendment to Board Policy RP12.204 Classified Contracts

President Lassner said this was a housekeeping measure, the University of Hawai'i (UH) had the authority under board policy to conduct classified research off campus. Oversight of research is provided by the federal government through Defense Security Services (DSS) in the Department of Defense. The institutional overseer rotates every few years, and Lenny Gouveia, the new Facilities Security Officer, is recommending these changes to board policy to keep UH in compliance with new federal requirements on security of classified information.

Committee Chair Gee noted this was really not a matter that would fall under the Committee on Academic Affairs and said he would like to remand it to the full board for action.

Regent Tagorda moved to remand the amendment to RP 12.204, Classified Contracts, to the full board for approval, Committee Vice Chair Putnam seconded the motion, and the motion was unanimously approved.

4. UH System: Recommendations for Approval of Amendment to Board Policy RP9.211 to Delegate Approval for Emeritus/Emerita Applications

President Lassner said this amends board policy to delegate approval authority for emeritus faculty title to the president, and reserve for board approval for exceptions where candidate does not meet criteria. The current process for approving emeritus faculty titles requires about six weeks, and as a result retirees cannot obtain their status immediately upon retirement. Generally those that comport with board policy are typically granted, and exceptions required board discussion.

Committee Chair Gee requested that the policy be amended to reflect an item (6) for individuals who do not meet the criteria, but deemed otherwise qualified, may be referred to the board for approval by exception.

Committee Chair Gee also reminded everyone that emeritus titles are said to be cost items, in that they do actually incur costs such as foregone revenue for parking, use of library facilities, and office space when available at the direction of the deans. Thus, it is important to ensure that the individuals who receive these titles are qualified to receive them.

Committee Vice Chair Putnam moved to recommend approval amendment to RP 9.211, with the suggested amendments, Regent Tagorda seconded the motion, and the motion was unanimously approved.

1. UH Hilo: Recommendation for Approval of a New Provisional Degree for the Bachelor of Arts in Gender and Women's Studies in the College of Arts and Sciences

UHH VC for Academic Affairs Matt Platz presented on the proposal to elevate the certificate program to a new provisional degree and shared supporting data of steady growth and favorable employment rates. He explained that the proposed curriculum differs from UH Mānoa (UHM) by offering facilitating the acquisition of double majors by students; being interdisciplinary; have a strong mix classroom model; containing many cross listed courses which students can double count towards acquiring double majors; incoming students will be the same retention rate as the average UHH first-time freshmen student; not increasing faculty or courses; improving the retention of women students, faculty and staff; and adding value for employment or admission to graduate and professional schools.

Dr. Marilyn Brown, Associate Professor of Sociology at UHH, introduced Dr. Celia Bardwell-Jones, Associate Professor of Philosophy at UHH, and Dr. Meda Chesney-Lind, Chair of Women's Studies at UHM. She confirmed that the proposed degree was a high quality, interdisciplinary, relevant and rigorous Liberal Arts degree. The degree will emphasize critical thinking, communication and leadership skills to prepare students for a variety of entry level careers in human services, criminal justice, education and business, and provide the basis for further training in law, education, business and the social sciences. UHH has taken an initiative in developing applied learning and this degree will be a part of that, and offers courses in the curriculum HawCC students can take, and facilitates for AA degree holders from the community colleges students transferring to UHH by waiving general education requirements.

Dr. Brown highlighted that the collaboration between their program and the UHM and community colleges GWS programs is a model of how resources can be shared across campuses and maximized in a context of declining resources. Syllabi are shared to identify courses for articulation and a symposium was held at UHH last year to discuss how community colleges and four year institutions can help the system build the capacity to discuss important policy issues (e.g., Title IX, VAWA) and ensure regulatory issues are addressed and provide a forum for not just meeting conditions, but serving as a model.

The committee had the following comments, concerns and questions: the recognition of need for more institutional support for LGBTQI students at UHH; commended UHH and others across the system for the high level of collegiality and encouraged more types of degrees and programs; the number of courses to be offered online at UHH or UHM, and if there was any overlap; support for experiential learning for student development and asked for examples of experiential learning opportunities; appreciation of facilitating the transfer of students between HawCC and UHH; noted parallel programs on the mainland and whether UHH program differs as to the environment of Hawai'i or not; how addressing fairly slow enrollment growth to reach 10 graduates per year; whether there were dedicated faculty lines to the program.

UHH Chancellor Straney said support for the LGBTQI students, faculty and staff is ongoing and on every campus. He is actively working with student affairs to identify space for a support center on student request.

Regarding online delivery 20% of the courses at UHH are available online, and working with UHM were working hard to synergize online course offerings and ensure the efforts are complementary and not competing.

There are three levels of experiential learning: (1) a campuswide unit called the Applied Learning Experience (ALEX) that specializes in applied learning where students go to get a range of credit/non experiences; (2) department internships where students volunteer at on campus and off campus agencies for credit; and (3) individual classes that incorporate service learning projects into the classroom work.

Regarding the parallel programs on the mainland, Dr. Brown said the core courses and electives are similar, and all the programs offer diversity of interdisciplinary experiences and learning opportunities. However, questions of diversity, multiculturalism, and intersectionality are so present on the UHH campus, and because the program has such an applied focus they can offer a program that is customized and relevant to the local and Pacific Islands environment and communities. VCAA Platz added that *The Chronicle* declared UHH the most diverse four year campus in the United States.

In terms of enrollment growth, Dr. Brown noted there are current students pursuing a Bachelor of Arts via the Liberal Studies route who would declare GWS as their major as soon as the program reaches provisional status. They believe 10 students per year is conservative, and because of students in the pipeline it could happen as early as 2016 or 2017. Dr. Bardwell-Jones said this is a small program, with a lot of visibility in the curriculum and on campus, which should end up being reflected in the numbers for the GWS major.

Dr. Brown said the GWS program had one dedicated line faculty who has been part of the program for decades. Dr. Bardwell-Jones is the new coordinator for women's studies at UHH, and through the use of a coordinator and the instructor, with assistance from affiliate faculty, the administrative tasks of the program would continue.

Committee Chair Gee commented that this program would add to the rich mix of programs already being offered at UHH, and he was delighted to see it happening.

Regent Tagorda moved to recommend the board approve a new provisional degree for the Bachelor of Arts in Gender & Women's Studies in the Colleges of Arts & Sciences at UHH, Regent Tagorda seconded the motion and the motion was unanimously approved.

2. UH Maui College: Recommendation for Approval of Provisional to Established Status for the Bachelor of Applied Science Degree in Applied Business and Information Technology (ABIT)

VP Morton noted with the concurrence of the committee and after consultation with UH Maui College (UHMC), they are requesting the proposal be deferred in order to conduct more work, and will come back with a recommendation in fall and before the academic decisions are made in October. The committee concurred and the item was deferred.

B. For Information:

1. Interim Report on Policy for Small Programs

VP Dickson said they are working on a metapolicy that identifies programs with small numbers of students to review the programs for alignment with mission and vision of the institution and the system. Factors considered include: resource savings or losses if terminated; is the program fulfilling an important need; costs; and overlap with other programs. If a program is strategically aligned, efficient, and meets a need, annual review creates unnecessary work. Time and care is being taken to avoid creating unseen any problems or implications. Also under consideration is a policy that is based on the annual reporting for programs with small numbers of majors and graduates to prompts units rather than the system to conduct the assessment.

The committee had the following comments and concerns: requested assurance that remedies would be built into the policy, especially foundation courses; and recognized the need to balance declining resources, accommodate costs, and niche programs that are still strategically aligned with mission and need or serve a state function.

VP Dickson agreed that they needed to look more carefully at programs than they did in the past, and expressed concern that higher education is changing and disciplines and majors are being created that did not previously exist (e.g., computer engineering, cybersecurity). Many of these new programs are expensive, but need-driven, and the university needs to be nimble enough to be flexible within units to accommodate costs without sacrificing other important items.

2. Analysis and Assessment of Providing a Baccalaureate Degree in Aeronautical Science at the University of Hawai'i at Hilo

VCAA Platz explained that UHH Hilo is exploring a new Bachelor of Science in Aeronautical Science that differs from the former HonCC program because it is a four year program, uses different types of aircraft, requires more STEM classes, and provides students the ability to become an airline captain or pilot, jobs which require four year degrees. He thanked Chancellor Lacro and colleagues at HonCC for sharing their experience that helped make this a better proposal.

They average that 20 Hawai'i residents per year will enter the program, and students will be retained at the same average rate as other first-time, resident freshmen students. Students will save approximately \$24,000 per year compared to mainland, private school options and about \$5,000 per year compared to mainland, public schools offering degrees at the Western Undergraduate Exchange program discounted rate. The program will require four instructor lines, one dedicated advisor, and one APT while the program is provisional. Annual costs are expected to be about \$350,000 at maturity in year four, and tuition revenues could exceed costs beginning in year two. The degree is expensive, and students will spend an average of \$96,000 on flight instruction fees beyond tuition over four years, that can vary depending on the student. Students may be willing to incur the debt because after graduating with a degree, in three or four years, they are eligible to be

employed at one of the local airline carriers, and qualify for jobs with major carriers if they gain experience and flight hours. He believed that there are no flight instructions fees for veterans with three years of service post 9-11. The mandatory retirement age for pilots creates jobs for students, and they are confident the airline industry will continue to expand, particularly in Asia.

VCAA Platz noted that admission of international students was not reflected in the business plan because the Department of Homeland Security would not allow that to be done in the beginning. Once the program is running they could become certified for admission of international students through the Student and Exchange Visitor Program, which would be another source of population for the program.

He indicated that the next step is to issue the request for proposal (RFP) for a provider who meets the criteria. It is important to have a good contract with a good provider with proper incentives. They have obtained copies of good contracts from other universities with successful programs. He added that they hope to be back with a more formal proposal soon.

The committee had the following comments and concerns: if the program qualified students for careers besides being a pilot; what UHH envisions regarding the qualifications of instructors and the recruitment pool; if there was a requirement for the number of hours of flight time that must be completed as a requirement of the degree; how UHH could attract local students away from attending Embry-Riddle, which is rated as one of the top pilot training programs in the county; if a contract to lease space at Hilo Airport had been executed; and the anticipated timeline for provisional approval of the program; what is the source of funding the \$350,000 needed for the program.

In addition to becoming commercial airline pilots, UHH Chancellor Straney said that the students pursuing this degree could also become air traffic controllers, a job that does not require a lot of flight time and would use many of the instrument-based courses, and there were a number of other ways derivative programs could be established. He added that UHH has the only Federal Aviation Administration certification to operate Unmanned Aerial Vehicles in natural disaster areas, so they are rapidly developing expertise in that area.

Chancellor Straney said the academic coursework required standard academic qualifications. The flight instructors would be provided by the contractor, and the RFP requires vendors to identify their experience hiring instructors for an aviation program in a higher education setting, minimum qualifications, certification processes, along with a curriculum they have used for courses elsewhere. Proposers are going to be asked to demonstrate they can help graduate students enter the job market in a timely and appropriate fashion, and safely at a very high level of professionalism. In terms of ground instructors, he has committed to reallocating existing faculty lines, feels they can successfully recruit faculty in these areas, and is confident that with a fully articulated program the positions would be attractive to potential faculty.

VCAA Platz added that there are milestones in terms of flight time that lead to various ratings and certifications. After two or three semesters all students should have private

pilot licenses and other certifications. Arthur Cunningham, an aeronautical science consultant with UHH said students who go through the program will be acquiring their certified flight instructor for instruments certificate and be able to teach immediately.

VCAA Platz felt UHH could attract local students away from places like Embry-Riddle by having a dedicated advisor because there needs to be excellent communication between the academic side and the flight instruction provider, and help in tracking student hours and advising them on other academic problems that arise for typical students (e.g., financial).

Chancellor Straney after discussions with airport managers and related agencies, they have arranged to lease part of the Foreign Trade Zone building that the Department of Business, Economic Development and Tourism has across the street from the airport and to initially obtain tie down spaces on the airport and access to maintenance for the provider to get started. The Hilo Airport is going through an expansion of cargo facilities, which may result in additional space for UHH after the commercial expansion takes place. They would propose holding the lease for the space on the UH side, so if they need to change providers they do not have to renegotiate.

In terms of seeking provisional approval of the program, Chancellor Straney explained that the timing related to the RFP issuing soon and completing the first round of evaluations in two to three months, resulting in coming back to the board within an October timeframe, and if approval was granted students could enroll in 2016.

Regarding funding, Chancellor Straney said UHH has a healthy reserve that they will be utilizing to grow enrollment, and starting this program is an appropriate use for some of those monies because the program will generate net income in the second or third year.

Committee Chair Gee indicated he had asked Chancellor Lacro to present her experience with the aviation program at HonCC. Chancellor Lacro said HonCC decided to shut down the program because they were not able to get students to graduate from the program. Flight costs are prohibitive. Listed at about \$55,000 to \$60,000, but in reality it is often higher and students did not have the money necessary to continue flying, even with assistance from the Veterans Affairs and other sources. It is hard for students to stay on track and graduate when they cannot get the necessary flight hours. The second reason the program was not successful is because the majority of students were with HonCC because the flight fees were subsidized, which made the costs less than a non-academic flight provider. Some students were at HonCC to get pilot licenses and not an academic degree. At its peak the program had 60 majors listed, but in reality there were only 20 to 30 students flying. When the program terminated they had 35 majors, and 10 to 15 are finishing on the timeline of being able to graduate if that is what they chose to do.

Committee Chair Gee thanked Chancellor Lacro for attending today and noted that her insight was very much appreciated.

V. EXECUTIVE SESSION

Upon motion by Regent Tagorda and seconded by Committee Vice Chair Putnam, the Committee unanimously approved convening in executive session, pursuant to HRS §92-5(a)(2)). The committee convened in executive session at 10:19 a.m. Upon motion to come out of executive session by Committee Vice Chair Putnam and seconded by Regent Tagorda, the motion was unanimously approved, and executive session was adjourned at 10:25 a.m.

Committee Chair Gee said that the committee discussed in Executive Session the personnel matters of emeriti requests, pursuant to HRS §92-5(a)(2).

VI. ADJOURNMENT

There being no further business, on the motion of Regent Tagorda and seconded by Committee Vice Chair Putnam, the motion was unanimously approved and the meeting was adjourned at 10:26 a.m.

Respectfully Submitted,

/S/

Cynthia Quinn
Executive Administrator and
Secretary of the Board of Regents