Memorandum

To: Leon Richards, Chancellor Kapi'olani Community College
John Morton, Vice President Community Colleges
From: Michaelyn Nakoa, Faculty Senate Chair Kapi'olani Community College
Date: 4/27/2012
Re: Action on Academic Policies

The Faculty Senate was asked to review the following policies put forth by the CCFSC, Community College Council of Faculty Senate Chairs. The faculty Senate passed the review to the Admissions, Academic Standards, and Graduation sub-committee in October 2011. The sub-committee submitted questions to the Senate in December 2011, without response. The sub-committee provided the following recommendations based on the information they had regarding the policies. These recommendations will also be forwarded to the CCCFSC.

1. Noting of UHCC Academic Credentials on Transcripts
Committee members motioned NOT to recommend automatic noting of UHCC academic credentials on transcript.
   a. RECOMMENDATION: Send students an email indicating that they are eligible for a degree/certificate with an ACCEPT or DECLINE response.
      i. RATIONALE
         1. Student needs to assume responsibility for all degrees and certificates awarded. (Awareness and responsibility on the student’s part). Student needs to approve any awarding of degree or certificates even if it is in the automatic STAR process.
         2. Liability issue may occur due to UH system errors.
         3. Student should be able to initiate their own application for graduation.

2. Transaction and Service Fee Change Request
Committee members motioned NOT to recommend approval of the 15$ Service Change Fee request until further clarification is made.
   a. RECOMMENDATION: Stick with present graduation fee. Money will get funneled to appropriate campus. Student knows exactly what they are paying for.
3. **UHCCP 5.203 Program Credentials**
   a. **RECOMMENDATION:** Without clear understanding of what the intent is, the committee has no recommendations at this time.

4. **UHCCP Academic Residency Requirements for Graduation**
   a. **RECOMMENDATION:** The committee members support the Academic Residency Requirements of 12 credits
   b. **SUGGESTION:** John Morton’s office should also look into residency requirements regarding certificates.