

**Memorandum of Understanding
between the
University of Hawai'i at Hilo
and
Kapi'olani Community College
Partnership Agreement
(HO'OMI'I)**

Supersedes the agreement of May 2006

This memorandum of understanding (MOU) summarizes agreements between the University of Hawai'i at Hilo (UH Hilo) and Kapi'olani Community College (KCC) to cooperatively promote successful undergraduate educational experiences for students who attend both institutions through curricular and advising pathways. We are entering into this Partnership Agreement to better serve students and to mutually benefit our institutions. The following agreements will guide this effort until modified or amended.

1. Purpose and Goals

Through the Partnership Agreement, UH Hilo and KCC will cooperate to promote successful undergraduate educational experiences for students who wish to follow curricular pathways established at KCC and completed at UH Hilo.

The goals of this partnership are to:

- Enable students to be jointly admitted to UH Hilo while completing program requirements at KCC.
- Improve student access, success and 4-year degree completion.
- Expand student options for college-level services and curriculum.
- Improve academic program articulation.
- Use resources at both institutions more efficiently and effectively.

2. Program Identification

Representatives from the Offices of the Vice Chancellor for Academic Affairs at UH Hilo and Kapi'olani Community College will:

- Identify programs on each campus that might benefit from an articulation agreement and work with the faculty in these programs to develop curricular pathways and advising materials to facilitate transfer between the two institutions.
- Identify faculty members in each selected program on each campus who will coordinate the joint program and serve as advisors for students in the program.

3. Recruitment, Admission and General Advising

- KCC advisors will actively recruit students who would benefit from transferring to UH Hilo to complete a 4-year degree at UH Hilo. Such students will be advised to apply for dual enrollment at UH Hilo (using the Degree Pathways Enrollment Application) with a declared major when they have completed 24 credits at KCC

with a grade point average of at least 2.0. While a student is taking all or most of her/his courses at KCC, KCC will continue to be designated as the primary campus and UH Hilo will be designated as the secondary campus. When the student wishes to begin taking all or most of his/her credits at UH Hilo, the student will initiate the process to have UH Hilo designated as the primary campus. No further admissions documents need be filed.

- Applicable credits taken at KCC will transfer to UH Hilo at the end of each semester and will be up loaded into the UH Hilo transfer form on Banner.
- UH Hilo's liaison officer on O'ahu will provide guidance about UH Hilo programs to KCC students on the KCC campus. The liaison officer is formally housed in the Dole Street Community College Administrative Building and will be provided with designated space for meeting with KCC students on the KCC campus.
- The liaison officer will be responsible for having and distributing up-to-date advising materials based on the UH Hilo catalog in force when the student is admitted to UH Hilo as a declared major in the selected field.

4. Program Articulation and Departmental Advising

- The management of partnership agreements and resulting articulation agreements between the two institutions will be coordinated through the Chief Academic Officers or their designees at each institution.
- Support services including financial aid and health services will be provided by the students' primary campus.
- Students admitted to UH Hilo under this agreement will be subject to all UH Hilo's General Education, graduation, college and program specific degree and major requirements.
- Students admitted under this agreement will be offered advising by the designated liaison officer on the KCC campus and by the chair of the program (or designee) in which the student is a declared major. These students will be afforded e-mail access to their faculty advisor at UH Hilo.
- Issues related to articulation, class content, or other curricular matters will be resolved by the Chief Academic Officers or their designees at each institution.

5. Program Incentives

- Because students admitted under this agreement will have met all entry criteria for admission to UH Hilo, they will be pre-approved to take UH Hilo courses for which they have successfully completed pre-requisites in the programs they identify. Enrollment in selective admission programs will be based on students having met program-specific admission criteria.
- Students admitted under this agreement will have priority ranking for student housing as governed by The UH Hilo Student Housing Program.
- Students will be eligible to apply for financial aid, scholarships and grants on their primary campus. Students will be eligible to apply for financial aid, scholarships, and grants at UH Hilo upon formally declaring UH Hilo to be their primary campus.

- As classified UH Hilo students, students admitted under this agreement will be able to register via the UH Portal for UH Hilo classes during early registration according to UH Hilo's priority registration regulations.

6. Program Evaluation

The Chief Academic Officers of both campuses, or their designees will be responsible for monitoring the curricular alignment of courses in the majors, defining and implementing measures for assessing the effectiveness of program and its impact on student success, reporting to the respective Faculty Governance bodies and adjusting the program informed by the data on program effectiveness.

7. Terms and Termination

- This agreement shall not create any rights in any third parties, specifically any students participating in the program. The only parties to this agreement are UH Hilo and KCC.
- The terms of this agreement are subject to prevailing University priorities.
- Amendments to this agreement must be in writing and approved by the designated representatives of each institution.
- Either party may terminate this agreement for cause by giving written notice to the designated representative at least 90 days prior to the commencement of a new academic term.

UNIVERSITY OF HAWAI'I AT HILO

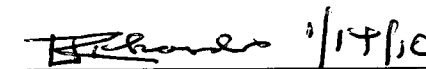
KAPI'OLANI COMMUNITY COLLEGE



 Rose Tseng
 Chancellor

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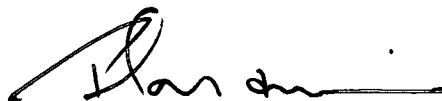
Date



 Leon Richards
 Chancellor

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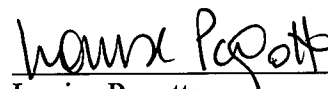
Date



 Philip Castille
 Vice Chancellor
 Academic Affairs

DEC 10 2009


Date



 Louise Pagotto
 Interim Vice Chancellor
 Academic Affairs

1/7/10


Date



 Luoluo Hong
 Vice Chancellor
 Student Affairs

DEC 13 2009

Date



 Mona Lee
 Dean of Student

1/13/10

Date