HOST PCC Meeting
June 13, 2012
Kapiolani Community College – Manele 103
9:00 am to 3:00 pm

MINUTES

Present:

Dave Evans, KapCC  davee@hawaii.edu
Rosalie Fernandez, KapCC  rosalief@hawaii.edu
Joyce Hamasaki, HawCC  joycei@hawaii.edu
Ross Higa, LeeCC  higaross@hotmail.com
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Joni Onishi, HawCC  jonishi@hawaii.edu
Lorelle Peros, Maui  lorelle@hawaii.edu
Cynthia Spencer, LeeCC  cljs@hawaii.edu
Candace Tabuchi, KauCC  yimtabuc@hawaii.edu

A. Welcome and Housekeeping – 9:00 a.m.

B. Update on Revised MQs

- Joni reported that revised minimum qualifications discussed at last meeting going through the approval process following the flow chart. It has gone through the Deans/VCAAs for approvals in April and is awaiting final approval from Peter Q. and John Morton. Suzette is checking on the status.
- One clarification sought on why a Master’s Degree and experience was listed. Normally if there is a Master’s degree then no work experience is attached; Frank addressed this and explained experience as a necessity in this field; agreed to keep it in.

C. Campus Updates/Sharing

- HawCC (Joyce) - Jim been very busy with Curriculum Committee updating HOST curriculum. HOST 100 (new), HOST 154 (new), HOST 258 (new), HOST 290 (new), HOST 25 _?_ (new), HOST 261 (new), HOST 295 (new). In the past 3rd semester HOST majors took culinary classes – through feedback from students and council the program did away with this requirement and replaced with other courses. This necessitates a change in the horizontal grid.

Per Joni, it appears that Jim followed KapCC (via catalogue) not knowing that KapCC was changing a lot of their curriculum/competencies. The group suggested that Joni, as HOST Articulation Coordinator be contacted whenever anyone in the System makes a curriculum change. Joni agreed to disseminate information to everyone.
• KapCC -- Developing Environmentally Sensitive Hospitality Managers (DESHM). Grant KapCC participated in last 4 years. Partnerships connecting Mexico, Canada and U.S. One of two two-year programs from U.S.; received one student from Mexico and many students from Canada. Fortunate to send many students to Canada but not to Mexico. As faculty, participated in exchange as well. Recently hosted

CCID – Initiative discussed – 5\textsuperscript{th} generation of the Community College International Development Program (Pakistan, South Africa, India, Costa Rica, Egypt, Indonesia, etc.). Students come for a year. Also been involved with Westin from Korea; send employees.

Very committed to SLOs for program and courses with goal that every course competency and program and SLO will be evaluated/access by the time the accreditors get here. Rosalie has taken the lead. This is a great process to continue discussion and make revisions; subsequent curriculum update and changes in rubrics…continual process of discussion and reaction. Every course has been addressed; a valuable process. Resulting in many changes in “verbs” in competencies to meet assessment needs. Described as the “Poster Children of SLOs.”

Name change has been approved. KapCC Previously had two majors: hotel and travel. Shared a lot of courses and hard to extract data. New major: Associate in Science in Hospitality and Tourism with a concentration in Travel and Tourism Operation Management and concentration in Hospitality Operations Management (effective Fall 2011). Went away from designating hotel and restaurant; hospitality is inclusive (F/B & lodging).

Dual credit articulation agreement / Train the Trainer – 3 weeks ago Rosalie joined HTA to do training for high school teachers. Good news is that the dual credit process is being resurrected. Morgan Nakamura will be taking this back information on CC status of articulation to Sherilyn Lau. Unfortunately, only 7 teachers showed up. Spaces remain for July 18-20 sessions. July 18 at Convention Center; July 19 at Travel and Tourism at KapCC; July 20 immersion experience at the airport. There is funding for travel and hotel for 20 teachers; Rosalie requested that we take this information back to each island (refer to Morgan).

Received Perkins grant to continue to do “Train the Trainer.” Hope to alleviate some questions Manoa has on ability to teach and provide dual credit.


Every two years take HOST Club to do an immersion experience – have done Maui, Big Island and Oahu; this year did 3 nights in Las Vegas and 3 nights in Disneyland; 1 male; 3 single mothers, 2 have never been out of state and 1 never off the island.
• LeewardCC – Management Program at LCC is the only program which is an AAS; will be changing to AS. Continuing developing certificate programs. No HOST program. Outlook is to develop specializations.

• Maui College - In March Debbie went to Philippines for three weeks and taught a graduate course at Mariano Marcos State University. Lorelle joined Debbie for a week. Memorandum of Intents were signed with Mariano Marcos State University and Mapua Institute of Technology. The HOST program is expanding its international reach. Liping Liu, HOST faculty, is in China now teaching a class. This fall a total of 9 students from China and 4 from the Philippines will be coming to Maui to complete their internship requirements. UHMC’s resort partners will provide the interns with room and board for 3-6 months. HOST faculty are presently working with institutions from China and Philippines so that UHMC students have the opportunity to go abroad and complete their internship requirements.

UHMC will host 5 faculty members from Mariano Marcos State University. Will be the first occupants for the Hospitality Academy of Maui (HA of Maui). The “teaching hotel” has 2 bedrooms with a kitchenette.

Debbie reported that they learned of an unspoken rule – height and weight requirement for their foreign hotel majors; students were extremely well-groomed and well spoken. Speaks to global competitiveness for our students and how the image is “controlled” by the country. There is a whole population committed to service.

The HOST program applied for and received a grant from the Hawaii Tourism Authority. The program will partner with the Native Hawaiian Hospitality Association to provide industry and faculty training in Hawaiian culture and values.

D. Miscellaneous Discussion:
• Joni – implications for Financial Aid; new courses have to be a part of the degree.
• To change from A.A.S. to A.S., do we need to go through “authorization to plan”? Joni will check.
• Joni reported that certificates, specializations and concentrations can now be coded in Banner. Debbie questioned if this will affect Program Health Indicators?
• Joni will request that Laulima site be created for HOST programs system-wide.

E. UHCC Horizontal Articulation of Courses
• Teaching Equivalencies – Per Dave, KapCC moving from credits to teaching equivalencies (contact hours). There are economic implications. Per Joni, John Morton and J. N. Musto came up with teaching equivalencies; report has been adopted but not practices; John is working with Sandra Ueno on a policy. Goal – to take away inequities but science faculty still not in agreement. With reduction of teaching load and reassigned time, other issues came up.
• See chart and notes (attached).
• ACPA accreditation – are all campuses seeking external accreditation?
• SLOs and course competencies – 2 step process: statement of verb & analysis
• Per Rosalie - HOST 100 and 101 has test bank for high school students which is administered by the System Office on Dole Street.
• Per Ross - Assessment process for Prior Learning Credit is also being established.

Working Lunch

• Joni suggested that we take a different approach. Rather than utilize Jean Hara’s draft, reviewed KapCC assessment tools.
• Each campus has a different assessment process.
• How much agreement do we expect among campuses for the horizontal articulation agreement?
• KapCC wants to increase the number of courses articulated with UH Manoa; need to be able to get the sense of the depth of the course through a few more SLOs for each course.
• HOST 100 & 101 – in the interest of time, Joni asked faculty to send her the electronic Course Outline on record (approved and on record by each campus’ curriculum committee). Joni will access KapCC and LeeCC through Curriculum Central.

F. Dual Credit Articulated Program of Study  UH System Articulation Agreement, Revised October 2008
• HOST 100 – KapCC and UHM Agreement
• HOST 101 – Everyone HawCC/KapCC/KauCC/LeeCC/MauCC and UHM
• HOST 150, HOST 152, HOST 154, HOST 193/193V/293V/HOST 293E, TIM 200 (UHM)

G. Dual Credit Articulated Program of Study, Draft #7, Revised 03/15/2011
• Question by Sherilyn (DOE). The HOST UH System Articulation Agreement, Revised October 2008, on page 7, has this statement, “Satisfactory completion of the American Hotel and Lodging Association (AHLa) two-year Lodging Management Program (LMP) Certification curriculum year-end assessments with scores of at least 70 percent (the Educational Institute of American Hotel and Lodging Association Certificate of Achievement or EI).” However, in the latest draft of the vertical agreement with the DOE, there is no assessment language about this requirement. In fact, there is no mention of the LMP anywhere in the document. Sherilyn is asking if it should be in the vertical agreement? How is the curriculum assessed? How is the curriculum tied to our SLOs?

The HOST 100 and 101 course competencies do not crosswalk with the AHLA/LMP course competencies. The section on page 7.I. of the Horizontal Articulation Agreement that refers to AHLA/LMP is in error. The only way to check for sure is to reconfirm with some old minutes of our meetings that hopefully Jean has archived.
• There is a possibility that the Perkins reauthorization will mandate that programs receiving Perkins funding will need to have an established pathway from the DOE.
• DOE Pathways & CTE programs (approved list)??? (Joni will look for list)

G. SOC Codes
• IRAO Office assigns a CIP (educational) code to all new programs which is used for labor data from EMSI (Cheryl Chappell-Long) to determine Perkins Program Health Indicator, program health calls.
• Each program alpha has one CIP code regardless if 2-year or 4-year. If you do not agree with the CIP code, you will have to change your course alpha.
• HOST 52.0901 is the assigned CIP code. Corresponding SOC (occupational) code is 11-9051.00 Food Service Managers and 11-9081.00 Lodging Managers. PCC need to agree on a single code and whether this is it.
• TIM CIP is 52.0903.
• Agreed to leave SOC Code as is although it touches only on the hospitality and not tourism.

H. Next Steps / Next Meeting
• Joni will gather information initially on HOST 100 and 101 and will expand spreadsheet to include details under SLOs.
• Dave would like to see present document being more populated with other courses that are offered by multiple campuses. Joni will go to Curriculum Central and/or receive electronic versions from other campuses.
• Next meeting, invite UH Manoa. Specifically invite Dexter Choi or Juanita Liu. Imperative to have a decision maker (someone who can commit) at the table.
• Revisit DOE Agreement to update competencies and update standards, add DOE column, incorporate hotel standards, etc.
• Plan to have next PCC on Maui.
• Tentatively next meeting planned for October (after the AACJC accreditation visit).

I. Adjournment – 3:00 p.m.