
MEMORANDUM OF UNDERSTANDING

DEGREE PARTNERSHIP PROGRAM

HAWAII COMMUNITY COLLEGE OREGON STATE UNIVERSITY

Hawaii Community College and Oregon State University hereby establish a *Degree Partnership Program* to promote successful undergraduate educational experiences for students living in the Hawaii Community College service area.

The specific goals of this partnership are to:

- Enable students to be jointly admitted and concurrently enrolled at both institutions.
- Improve student access, success, and baccalaureate degree completion.
- Expand student options for college-level services and curriculum.
- Improve academic program articulation and advising.
- Enable students to complete baccalaureate degrees more quickly and at lower cost.

Signed this 22ND day of September, 2006

Hawaii Community College
Oregon State University
May 17, 2006

Degree Partnership Meeting

1. Overview of Hawaii Community College

Hawaii Community College (Hawaii CC) is located in the port town of Hilo on the island of Hawaii. It is sometimes described as a tropical mini-continent with its snowcapped mountains, pasture land, sugar cane fields, tropical rain forests and active volcanoes. Its marine environment, geological diversity and cultural richness are considered educational resources by the faculty and administration. Hawaii Community College offers 22 different vocational programs and a comprehensive liberal arts curriculum, as well as a noncredit Intensive English Program for students who wish to improve their English language skills for academic, professional, or personal reasons. Most recently, Hawaii Community College has created certificate programs in Digital Media Arts and Substance Abuse Counseling.

The University of Hawaii Center at West Hawaii is one of three University Centers established by the Board of Regents (BOR) in June 1996. The Center offers associate degrees in Liberal Arts and Career and Technical Education programs. The UH Center at West Hawaii serves as a conduit to the four year UH institutions of Manoa, Hilo, and West Oahu. It currently supports distance delivered options for West Hawaii residents to complete five bachelor's degrees, five master's degrees, and three graduate certificates.

Hawaii Community College is fully accredited by the Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges. In addition to the College's overall accreditation, there are other specialty accreditations. The Associate of Science degree in Nursing is approved by the Hawaii Board of Nursing and is accredited by the National League for Nursing Accrediting Commission (NLNAC). The College's Intensive English Program received re-accreditation by the Commission on English Language Program Accreditation, ours is the only program in the University of Hawaii System to be accredited, and the first community college nationally to achieve this accreditation. The Hawaii Community College's Children's Center was awarded accreditation by the National Association for the Education of Young Children in February 2006.

A Historical Perspective

In 1941 Hawaii Vocational School was established under the Department of Education and was later renamed Hawaii Technical School in 1956. Then in 1969 the administration of Hawaii Technical School was transferred to the University of Hawaii. A year later the University of Hawaii at Hilo was created through the merger of Hilo College and Hawaii Technical School. With this merger, Hawaii Technical School became Hawaii Community College. The University Center at West Hawaii was officially established in Kona in 1987 and became part of the Hawaii CC Ohana a year later. Then in 1991, Hawaii Community College celebrated its 50th Anniversary as an institution and embarked on a new beginning as an independent community college.

The College's Vision & Mission

The vision of Hawaii Community College is to serve the entire Island of Hawaii through distributed sites. Located in communities around the island, the College's programs will provide access to training and educational opportunities, and support local economic development initiatives.

The mission of Hawaii CC is to provide the community with a responsive educational environment that empowers learners to develop skills and knowledge to be responsible and productive in a complex world.

Four Cornerstones – The Hawaii Community College Learning Experience

Learning takes place in many different forms – in the classroom, on the internet, or in the workplace. With the offerings of new and exciting programs and the use of technology, we bring higher education within the reach of every resident of Hawaii Island. There are four priority areas that frame the learning experience at Hawaii Community College: Hawaiian Culture, Environment, Technology, and Community Work-based Learning.

Hawaiian Culture – Hawaii CC will become the center for the study of Hawaiian Culture, with emphasis on the practice, perpetuation, and evolution of the culture.

Environment – Hawaii CC strives to motivate, empower, and inspire learners to become more aware of Hawaii's unique environment so that human impact is minimized while a sustainable future is insured.

Technology – Hawaii CC is committed to providing and maintaining a broad-based campus-wide technology environment which will enhance learning, teaching and communication, and facilitate productivity in a changing world.

Community Work-Based Learning – Hawaii CC will expand the walls of the classroom into the larger community for students to apply the knowledge and skills gained in the classroom so they may experience and learn from the challenges of the workplace and understand and begin to accept the responsibilities of being a productive citizen of this community.

STUDENT PROFILE

Student Profile

Fall 2005 Enrollment

2377

Male	863	36%
Female	1508	63%
Major		
Liberal Arts	780	33%
Career and Technical	1261	53%
Unclassified	125	5%
Home-based elsewhere	208	9%
Full-time	1085	46%
Part-time	1292	54%
Freshman	1198	50%
Sophomores	843	35%
Unclassified	125	5%
Hawaii State	1904	80%
Oahu	102	
Hawaii Island	1720	
Kauai	31	
Maui	50	
Military	1	
Foreign	34	
Resident	2200	93%
Non-Resident	177	7%
Mean Age	26.4	
Continuing	1255	53%
Returning	239	10%
First-time	592	25%
Transfer	291	12%
Hawaiian Ancestry	717	30%
Asian/Pacific Islander	1408	59%
Asian	600	
Hawaiian or Pacific Islander	765	
Mixed Asian/ Pacific Islander	43	
Hispanic	46	2%
Caucasian	486	20%
African American	16	1%
American Indian/Alaska	20	1%
Mixed Ethnic	318	13%

TRANSFER PROGRAMS

A transfer student is one who has earned college credit at a regionally-accredited college or university and plans to transfer to another college or university.

The UH campuses have different minimum number of credits hours that a student must have earned to be considered a transfer student.

The transfer of credits from one institution to another is directly related to the curriculum actions taking place at both the sending and receiving institution.

Transfer to UH Manoa

In general, a transfer student is someone who has enrolled for college credit after leaving high school and has earned 24 UH Manoa equivalent semester credits from regionally accredited U.S. institutions. If you have earned less than 24 UH Manoa equivalent semester credits, you must submit your high school transcripts, SAT/ACT scores and college transcripts.

Transfer students who meet all admission criteria and have earned an Associate in Arts (AA) degree from a UH Community College will be admitted to UH Manoa as having fulfilled the UH Manoa general education core (foundation/diversification) requirements. Admission criteria to specific programs may vary. The student should consult with an advisor/counselor for information.

Students from UH System campuses will find a list of approved courses that fulfill general education requirements and relevant policies and procedures at Office of the Vice Chancellor for Academic Affairs—Articulation website.

Students from outside the UH system will find the Admission and Records Credit Transfer database helpful in determining if a course transfers and whether it has a UH Manoa equivalent course.

Transfer to UH Hilo

Transfer students should have completed 24 college level semester credit hours with a minimum 2.0 GPA. Individuals with less than 24 semester credit hours will be considered for admission if they meet the requirements for high school seniors.

Beginning Fall 1999, an AA degree from a regionally accredited U.S. community college including UH Community Colleges will satisfy the General Education (basic/area) requirements toward a Bachelor of Arts degree.

Transfer to UH West Oahu

UH West O'ahu is an upper division, two year baccalaureate degree-granting institution offering courses at the junior and senior level. A student who has successfully earned 54 or more credits of transferable lower-division at any UH campus or other regionally accredited institutions with a GPA of 2.0 on a 4.0 scale may be eligible for admission.

Students with an AA degree in the liberal arts from a UH Community College or other regionally accredited institutions with a GPA of 2.0 or higher on a 4.0 scale is accepted as having completed the West O'ahu general education requirements.

Transfer to a UH Community College

Students who are either high school graduates (or earned a GED) or at least 18 years or older may transfer to a UH Community College regardless of the number of credits completed.

Official transcripts from previously attended regionally accredited institutions are required only if the student desires to use previously earned credit to earn a community college degree. Transcripts may also be used to determine math and English placement or completion of prerequisite courses.

Courses completed at one UH Community College which fulfills a specific general education requirement may be transferred to the receiving UH Community College in a similar general education category.

Hawaii Community College

At Hawai'i Community College, we offer a range of career, technical and academic programs. Most of these "hands-on" programs offer a practical education and valuable skills base. Students graduating from our Career & Technical programs often find jobs at which they utilize the skills & knowledge they gained while at Hawai'i Community College.

For students interested in pursuing a Bachelor's Degree, we also offer a Liberal Arts program which prepares students to transfer to a 4 year institution. The College also offers non-credit courses for those who want to brush up on skills or gain new ones.

- Applied Technical Education Division
 - Construction Technology Department
 - Agriculture
 - Architectural, Engineering, & CAD Technologies
 - Carpentry
 - Electrical Installation & Maintenance Technology
 - Transportation & Applied Technology Department
 - Auto Body Repair & Painting
 - Automotive Mechanics Technology
 - Diesel Mechanics
 - Electronics Technology
 - Machine, Welding & Industrial Mechanics Technologies
- Business Education & Technology Division
 - Accounting
 - Information Technology
 - Marketing
 - Business Education (formerly Office Administration & Technology)

- Hospitality Division
 - Hotel Operations
 - Food Service
 - Liberal Arts Division (LBART Transferable to Baccalaureate programs)
 - English Department
 - Humanities Department
 - Hawaiian Life Styles: Hula (Dance), Lawai'a (Fishing), Mahi'ai (Kalo Farming)
 - Certificate in Digital Media Arts
 - Math & Natural Sciences Department
 - Environmental Studies ASC
 - Tropical Forest Ecosystem & Agroforestry Management
 - Social Sciences Department
 - Administration of Justice
 - Early Childhood Education
 - Human Services
 - Substance Abuse Counseling
 - Nursing and Allied Health
 - Nursing, Adult Residential Care Home Operator (CHO)
 - Nursing, Practical
 - Nursing, Associate of Science Degree in Nursing
- *Transfer agreements exist with the University of Hawaii at Hilo and University of Hawaii at Manoa baccalaureate nursing programs allowing interested and qualified associate degree graduates to pursue a Bachelor of Science in Nursing at UHH or UHM.*

University of Hawaii Center at West Hawaii

The University of Hawaii Center currently provides the Hawaii Community College associate of Arts degree and select technical occupational degrees at the Associate of Science, Associate of Applied Science, Certificate of Achievement, and Certificate of Completion level. The University of Hawaii Center currently supports Certificates, Bachelor's, and Master's degrees. the degrees are awarded from the University of Hawaii at Hilo, University of Hawaii, West Oahu, and the University of Hawaii at Manoa. While some of the programs maintain an open enrollment, other are closed cohorts composed of a group of students who enroll, attend classes, and graduate together. Once a cohort has begun, the program is usually closed until the next cycle.

Partner Campuses in the University of Hawaii System

University of Hawaii at Manoa
 University of Hawaii, West Oahu
 University of Hawaii at Hilo
 Hawaii Community College
 Honolulu Community College
 Kapiolani Community College
 Kauai Community College
 Leeward Community College
 Windward Community College

PARTNERSHIP

- Department of Education (DOE)
Kea'au Middle College
Adult Education
Construction Academy
North Hawaii Education and Research Center
- Te Ware Wananga O Awanuiarangi – Maori University in New Zealand
- Substance Abuse Certification - State of Hawaii Department of Health
Alcohol and Drug Abuse Division
- Early Childhood Education – transfer degree to West Oahu (2+2 transfer program)
- Title III – partnership with the local community to provide access to higher education
- Office of Continuing Education and Training (OCET)

MISSION AND VISION STATEMENT

Our VISION is to be your lifelong educational center.

Our MISSION is to bring to you lifelong educational opportunities for your personal and professional development.

OCET OFFERS:

❖ The Apprenticeship Program

We provide classes in carpentry, electricity, masonry, plumbing, refrigeration and air-conditioning, roofing, and sheet metal. We also offer courses for journey workers who wish to upgrade their skills in their respective areas. Enrollment in these courses is limited to persons registered and indentured as apprentices and/or journey workers in the occupational field of instruction.

❖ Foundations in Reading, Writing, and Math Program

In order to prepare individuals for employment and/or for entering credit level courses, we offer non-credit basic reading, writing, and math classes.

❖ Intensive English Program

We provide instruction in academic English to international students and non-native speakers of English who wish to enter an American college or university or who wish to improve their English skills for professional or personal enhancement. The program offers skill-based instruction for beginning to advanced students in reading, writing, grammar, and listening/speaking.

❖ Workforce Development

We provide high quality certification programs and short-term courses to train workers or upgrade basic or occupational skills or incumbent workers.

❖ Customized Workforce Training

In our on-going attempt to meet the professional needs of our island's people, we customize business and industry-demand programs and classes to fit your organization's immediate and long-term needs.

RURAL DEVELOPMENT PROJECT

A. Target Group To Be Served

Project	Target Group	Total Number Served
Expansion of Career Guidance (ECOS)	West Hawaii youth in grades 9-12	1,800
Big Island Workplace Connection One Stop Partnership & Just-In-Time Training	Adults Employed, Unemployed, Underemployed	200

Rationale for Selection

This program provides meaningful job training to prepare the unemployed, underemployed, and incumbent workforce with skills to qualify for current and emerging County job opportunities. Some services target community leaders working on community based economic development projects that increase employment opportunities in rural communities. We anticipate serving 75% (1,800 of 2,400) of the West Hawaii high school youth during the school year; the potential pool is a controlled target population environment. We anticipate serving 5% (200 of 4,000) of the general County population seeking increased employability; the potential pool is diverse and geographically scattered throughout the island.

Needs and Other Services

Job placement services through Workforce Development Division for qualified participants. Basic skills preparation and pre-requisite offerings is through Hawai'i Community College and Big Island Workplace Connection One Stop partnership.

B. Services to be Provided

Description of Services:

Expansion of Career Guidance – Education and Career Opportunities System (ECOS) is a full-service online college career guidance system. ECOS guides and informs students about the college admissions and financial aid processes without daily oversight by counselor or teacher. ECOS includes a powerful search engine that helps provides up-to-date information on 299 majors, 5,446 colleges, 900 careers, and 720,000 financial aid scholarships, more than any other service you will find. ECOS is the most comprehensive information and planning resource available and has been provided to our community by the Department of Education-Office of Curriculum, Instruction, and Student Support. This tool is available to every Hawaii public middle/intermediate and high school student as well as school counselors, administrators, parents, and community members. Using this full service online college and career guidance system, you can ensure students are actively thinking about, exploring, and planning their college and career strategies. To maximize the benefits of this program, historical student data (courses completed and corresponding grade) needs to be entered for each of the 2724 West Hawaii D.O.E. students. Support will train facilitators in the development of specific computer skills for the ECOS system, so that facilitators will then assist teachers at individual schools serve the needs of their students; this is a train-the-trainers model for sustainability. Facilitators and teachers will then train students and parents to enroll and access their individual records. We are expecting approximately 75% of the students (and their parents) will continue to enter information and instantly map their educational and career paths.

Big Island Workplace Connection One Stop Partnership - Big Island Workplace Connection partnership currently offers:

- Local, State and National Job Listings
- Prescreening of applicants to job openings, along with Assessment and Aptitude Testing
- Paid Work Experience and Internship Programs for eligible applicants
- On-the-job Training program opportunities – 50% wage reimbursement to employers hiring eligible applicants
- Employment-related Workshops and Training Videos
- Occupational Training Programs upgrading skills of current and new employees
- Qualified Counselors to assist you
- Video Conferencing and Conference Rooms
- Job Information Programs: Career Kokua (Hawaii Center Information Delivery System), O-NET (Occupational Information Network), and HILDA (Hawaii Information Labor Data Analysis

Support under this grant will provide an on-site instructor that will teach skill building/based activities, workforce literacy, computer software and adult basic education to job seekers. These services help strengthen the One-Stop by broadening the support system and creating a framework for higher levels of performance over time.

Just-In-Time Training - Training opportunities will be based upon County needs with supporting evidence from Occupational Outlook & Demand Data, advancement opportunities for the underrepresented populations, emerging industries and economic development projects, and industry shortages areas. The Statewide project director will review plans to implement any Just-In-Time training to assure that it meets the criteria set forth in the grant.