

**Memorandum of Understanding
between the
University of Hawai'i at Hilo
and Kapi'olani Community College
on a Degree Pathways Partnership Program**

This memorandum of understanding (MOU) summarizes agreements between the University of Hawai'i at Hilo (UHH) 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 Degree Pathways Partnership Program (DPPP) to better serve students and to mutually benefit our institutions. The following understandings will guide this effort, until modified or amended.

1. Purpose and goals

Through the Degree Pathways Partnership Program, UHH and KCC will cooperate to promote successful undergraduate educational experiences for students who wish to follow curricular pathways established at KCC and completed at UHH.

The goals of this partnership are to:

- Enable students to be jointly admitted to UHH 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 UHH and Kapi'olani Community College

A. 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

- B. Identify faculty members in each selected program on each campus who will coordinate the joint program and serve as the advisor for students in the program.

3. Recruitment and Admissions

- A. Once program articulation has been completed, students in the selected Kapi'olani Community College program will be eligible for provisional admission to the selected UHH program upon the completion of 30 credits with a G.P.A. to be determined by the admitting program, with the understanding that students under the articulation agreement will remain at Kapi'olani Community College until the completion of their A.A. or A.S. degree and an agreed upon set of lower division courses required for General Education or pre-requisites for upper division courses. These students' admission to UHH will be future dated to the semester when the student will begin taking UHH courses and final admission will be subject to confirmation upon review of each student's transcript at the time of transfer.
- B. Recruitment of students will be the responsibility of both institutions.
- C. Students will be eligible to graduate under the UHH catalog in force in the semester in which they are accepted by the baccalaureate articulated program, the catalog in force when they formally transfer to UHH or the catalog in force when the student graduates from UHH.

4. Program Articulation and Advising

- A. The management of the Degree Pathways Partnership Program and resulting articulation agreements between the two institutions will be coordinated through the Chief Academic Officers or their designees at each institution.
- B. Students admitted under this Degree Pathways Partnership Program will be offered advising by the faculty member identified as responsible for coordinating the joint program on the KCC campus so that they can design a course of study to complete the agreed upon pre-requisite courses prior to transfer to UHH.
- C. Issues relating to articulation, class content, or other curricular matters will be resolved by the Chief Academic Officers or their designees at each institution.
- D. Students admitted under this Degree Pathways Partnership Program will be afforded e-mail access to the faculty member coordinating the joint program on the UHH campus.
- E. Students admitted under this Degree Pathways Partnership Program will be able to register via the UHPortal for UHH courses during UHH's early registration period prior to the student's first semester at UHH.
- F. Students admitted under this Degree Pathways Partnership Program will be flagged in Banner by the UHH Chief Academic Officer or her/his designee to

facilitate the tracking and monitoring of these students as they progress through their KCC program.

5. Program Incentives

- A. Students admitted under the Degree Pathways Partnership Program will be eligible upon admission to apply for scholarships offered to UHH students as long as they meet the established criteria.
- B. Students admitted under the Degree Pathways Partnership Program will be eligible for tuition waivers upon admission as long as they meet the established criteria.
- C. Students admitted under the Degree Pathways Partnership Program will be given preference for housing in the UHH dormitories.

6. Marketing

Promotional plans and materials will be subject to approval by each institution.

7. Terms and Termination

- A. 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 UHH and KCC.
- B. Amendments to this agreement must be in writing and approved by the designated representative of each institution.
- C. 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.

8. Signatures

University of Hawai'i at Hilo

Kapi'olani Community College


Rose Tseng
Chancellor

5/29/06
Date

 5/25/06
Leon Richards
Acting Chancellor