




UNIVERSITY of HAWAII\*  
**KAPI'OLANI**  
COMMUNITY COLLEGE

MEMORANDUM

September 10, 2009

TO: Faculty, Staff and Students

FROM: Leon Richards  
Chancellor 

SUBJECT: Enrollment and Class Sizes

A special mahalo to the faculty and staff who worked diligently to accommodate, despite some inconveniences, our official record enrollment of 9,206 students for fall 2009 semester. This represents a 10.6% increase over the 2008 fall semester.

A special thanks to all, especially to those faculty members who overloaded their classes by 592 students and to KISC, Kahikoluamea, department chairs and staff, who took to heart my message, that "we do not want to be seen as a campus that is turning away students who are seeking to improve their lives through higher education, especially in these difficult economic times."

Please read the response from UHCC Vice President Morton to UHPA Executive Director Musto on our enrollment strategy to accommodate our students.

LR:fm

Attachment



UNIVERSITY  
of HAWAII®  
SYSTEM

**John Morton**  
Vice President for Community Colleges

SEP - 1 2009

August 28, 2009

J.N. Musto, Ph.D  
Executive Director  
University of Hawaii Professional Assembly  
1017 Palm Drive  
Honolulu, HI 96814-1928

Dear Dr. Musto:

I have reviewed the issues raised in your letter of August 11, 2009 regarding class sizes and have concluded that the actions taken by the Chancellor were reasonable and appropriate. Dr. Richards, after consultation with department chairs raised class size by two students in selected classes in order to help meet the unprecedented student demand and fulfill the mission of the University to provide a sound educational system. As explained by Dr. Richards in his communication to the faculty, the enrollment strategy is dictated by operational needs. This action is consistent with past practice at Kapi'olani Community College and is in accordance with the University's right to establish educational policy.

Sincerely,

A handwritten signature in black ink, appearing to read "John Morton".

John Morton  
Vice President for Community Colleges

c: Leon Richards, Chancellor, Kapi'olani Community College  
Linda Johnsrud, VP Academic Planning & Policy, UH System  
Karla Hayashi, UHPA Collective Bargaining Committee Chair  
Duane Stevens, UHPA President

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