



Princess Soares &lt;pfrederi@hawaii.edu&gt;

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## Spanish Language for Careers subject certificate action memo and code request

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**Princess Soares** <pfrederi@hawaii.edu>  
To: Jean Ippolito <jippolit@hawaii.edu>  
Cc: Chelsea Kay-Wong <ckwong@hawaii.edu>

Tue, Apr 7, 2015 at 3:09 PM

Yes, let's make the department for the JPST majors HUM. And, I will change the department code for SC-JPST-FLST to HUM too. I believe that there shouldn't be any problems with doing so that would affect the campus. Should there be any impact on the campus, I will let you know before proceeding.

Mahalo,  
Princess

On Tue, Apr 7, 2015 at 3:06 PM, Jean Ippolito <jippolit@hawaii.edu> wrote:

I don't think anyone else understands the organization of Banner. As long as it does not interfere with the physical organization of the university, I don't think it makes any difference. Since the Spanish Language Certificate is new, would it be easier just to place it under Humanities and leave JPST where it is?

Jean

On Tue, Apr 7, 2015 at 11:01 AM, Chelsea Kay-Wong <ckwong@hawaii.edu> wrote:

I don't know that this is my choice to move the department major to LANG.

Chelsea Kay-Wong  
Interim Registrar  
Office of the Registrar  
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On Tue, Apr 7, 2015 at 10:43 AM, Jean Ippolito <jippolit@hawaii.edu> wrote:

Aloha Chelsea,

Princess wants to change the BA in JPST to LANG. Is this something you can work with?

Mahalo,

Jean Ippolito  
Curriculum Planning Liaison

----- Forwarded message -----

From: **Princess Soares** <pfrederi@hawaii.edu>  
Date: Tue, Apr 7, 2015 at 7:56 AM  
Subject: Re: Spanish Language for Careers subject certificate action memo and code request  
To: Jean Ippolito <jippolit@hawaii.edu>

Aloha Jean,

Please confirm if BA-JPST department should be changed to LANG as well? Departments should be the same.

Mahalo,  
Princess

On Wed, Mar 25, 2015 at 9:24 AM, Jean Ippolito <jippolit@hawaii.edu> wrote:

Thank you.

Jean

Sent from my iPhone

On Mar 25, 2015, at 8:20 AM, Princess Soares <pfrederi@hawaii.edu> wrote:

Please let me know when you find out. In the meantime, I will continue with the SC-JPST-SPNC request with the department as LANG.

On Tue, Mar 24, 2015 at 3:57 PM, Jean Ippolito <jippolit@hawaii.edu> wrote:

I don't know the answer to that.

Jean

Sent from my iPhone

On Mar 24, 2015, at 1:37 PM, Princess Soares <pfrederi@hawaii.edu> wrote:

Sorry, just wanted to clarify the question, should the JPST programs that are assigned to HUM department be changed to LANG?

On Tue, Mar 24, 2015 at 1:36 PM, Princess Soares <pfrederi@hawaii.edu> wrote:

Should the JPST departments change to LANG too?

On Tue, Mar 24, 2015 at 1:30 PM, Jean Ippolito <jippolit@hawaii.edu> wrote:

LANG.

Jean

On Tue, Mar 24, 2015 at 9:13 AM, Princess Soares <pfrederi@hawaii.edu> wrote:

Which department HUM or LANG?

On Tue, Mar 24, 2015 at 8:53 AM, Jean Ippolito <jippolit@hawaii.edu> wrote:

Confirmed.

Jean

On Tue, Mar 24, 2015 at 8:01 AM, Princess Soares <pfrederi@hawaii.edu> wrote:

Aloha Jean,

Please confirm the Banner department for SC-JPST-SPNC.

BA-JPST and SC-JPST department is HUM.  
SC-JPST-FLST department is LANG.

These should all be the same department. Please confirm.

Mahalo,  
Princess

On Mon, Mar 23, 2015 at 8:45 AM, Jean Ippolito

<jippolit@hawaii.edu> wrote:

Okay, let's go with SPNC for "Spanish Language for Careers."

Thank you for informing me that the program is not financial aid eligible.

Program length is 16 credit hours, therefore .5 years.

I believe special designation is "N".

Thank you for providing the necessary information.

Jean

On Mon, Mar 23, 2015 at 8:19 AM, Princess Soares

<pfrederi@hawaii.edu> wrote:

Aloha Jean,

1) RE: Concentration Code: SPAN already exists in STVMAJR as a major code for Spanish. The code may be used as a concentration code, but the description will need to remain the same - Spanish. Should the campus wish to create a new concentration code with the description, Spanish Language Certificate for Careers, a different 4-digit code will need to be used. Some options that are available: SPNC, SPLC, SLCC. You can check Banner form STVMAJR to see if a code is available. Also, descriptions on STVMAJR is limited to 30 characters including spaces. The description currently being requested will need to be shortened. Recommend using "Spanish Language for Careers" or "Spanish for Careers." I recommend dropping the word certificate so that the code could be used in general for a concentration and not just a certificate.

2) RE: Gainful Employment and Financial Aid: If a certificate is eligible for gainful employment, then the certificate is also financial aid eligible. It is also my understanding that Hilo does not have gainful employment eligible certificates.

3) Program length - in years, decimals okay - is needed.

4) Special program designation is needed. See attachment.

Please let me know if there are any other questions.

Mahalo,  
Princess

On Thu, Mar 19, 2015 at 11:45 AM, Jean Ippolito  
<jippolit@hawaii.edu> wrote:

Aloha Risa Dickson, VPAA (UH System),

Please find the Action Memo and CODE request form for the appropriate Banner CODE adjustments for the Spanish Language for Careers subject certificate at UH Hilo (for Fall 2015 implementation).

I have made an effort to cc this communication to all individuals that need the appropriate documentation for this change.

Thank you very much for your action on this.

Mahalo,

Jean Ippolito  
Curriculum Planning Liaison for Academic Affairs

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Jean Ippolito, Ph. D.  
Associate Professor and Art Historian  
Humanities Division  
University of Hawaii at Hilo

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