University of Hawai'i Code Request Form for Academic Programs

# ADMISSION STOP-OUT OR TERMINATION OF PROGRAM CODE

**CLEAR FORM** 

Form #CR-AP5 Modified March 2019

Date: 10/2/2019 REQUESTOR CONTACT INFORMATION Campus Hilo, UH Shelby Wong Name shelbyw@hawaii.edu Curriculum Coord. Email Title 932-7927 Office/Dept OVCAA Phone ADMISSION STOP-OUT ONLY OR X TERMINATION (PLEASE CHECK ONE) PROGRAM CODE FOR Program Description Elementary Education-PDN Program Code PDN-EDEL HIL - University of Hawaii at Hilo HIL - University of Hawaii at Hilo Institution Campus ED AR Department College PB - Post-Baccalaureate Level Are current students "grandfathered" under the program code? No Yes No Should the old program code be available for use in Banner? Fall 2019 this program code will no longer be available to admit or recruit students. Effective Term (ie. Fall 2014) This will turn off the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules. Effective Fall 2019 , this program code will no longer be available to enroll or award degree to students. Term (ie. Fall 2014) This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules. FOR ADMISSION STOP-OUT ONLY REQUEST this program code will be reactivated and available to admit or recruit students. **Effective** Term (ie. Fall 2014) This will turn on the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules. Check here to leave ONLINE APPLICATION OFF ADDITIONAL COMMENTS Request to Terminate PDN-EDEL, the code was not stopped out or terminated when the Master of Arts in Teaching program replaced the Post Bac Program in 2012.

IRAO USE ONLY: DATE RECEIVED

# ADMISSION STOP-OUT OR TERMINATION OF PROGRAM CODE

## **ATTACHMENTS** Termination of an Associate, Bachelor and Graduate Degrees, and sole credential certificates. Memo with President's Approval, with cc to Vice President for Academic Planning and Policy, regarding program action. Admission stop-outs, termination of a Certificate (eg. Certificate of Achievements, Certificates of Competence, Subject Certificates, Academic Subject Certificates) & Associate in Technical Studies (ATS) Degree. Memo from Chancellor to Vice President for Academic Planning and Policy regarding program action. **VERIFICATIONS** By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position. For Community Colleges, Registrar **Financial Aid Officer** (Print Name) (Print Name) verification of consultation with **OVPCC Academic Affairs:** Sherrie Padilla Chelsea Kay-Wong Suzette Robinson Signature Date Date Date Signature

<sup>&</sup>lt;sup>1</sup> "Admission stop-out" is defined as a halt to new admissions to a program. (Regent Policy 5.201)



October 2, 2019

RECEIVED

MEMORANDUM

"19 NOV -5 P1:07

UNIVERSITY OF HAWAII

PRESIDENT'S OFFICE

TO:

David Lassner, President

University of Hawai'i System

VIA:

Donald Straney, Vice President

Donaldell.

Academic Planning and Policy

University of Hawai'i System

VIA:

Bonnie Irwin Chancellor

University of Hawai'i at Hilo

FROM:

Kenneth Hon

Interim Vice Chancellor for Academic Affairs

University of Hawai'i at Hilo

SUBJECT:

Request for Approval of Termination of the Post-Baccalaureate

Teacher Education Program (PDN-EDEL, PDN-EDSE) at the

University of Hawai'i at Hilo

### **SPECIFIC ACTION REQUESTED:**

We request to Terminate the Post-Baccalaureate Teacher Education Program (PDN-EDEL, PDN-EDSE) at the University of Hawaii at Hilo effective Fall 2019.

### RECOMMENDED EFFECTIVE DATE:

We request an effective date of Fall 2019.

#### ADDITIONAL COST:

There is no additional cost associated with this request.

#### PURPOSE:

The purpose is to terminate the Post-Baccalaureate Teacher Education Program (PDN-EDEL, PDN-EDSE), this program was replaced by the Master of Arts in Teaching program in Fall 2012 and at that time the previous program codes were not terminated. The program has not enrolled students since Fall 2011.

An Equal Opportunity/Affirmative Action Institution

D. Lassner October 2, 2019 Page 2

## **BACKGROUND:**

In accordance with the Board of Regents' policy, Chapter 5, Academic Affairs and Regents Policy RP5.201: Instructional Programs, authority to approve a program termination is delegated to the President.

## **ACTION RECOMMENDED:**

We recommend that you approve the termination of the Post-Baccalaureate Teacher-Education Program (PDN-EDEL, PDN-EDSE) effective in Fall 2019.

APPROVED/DISAPPROVED:

David Lassner, President

Date

Cc:

Diane Barrett, Director, School of Education Chelsea Kay-Wong, University Registrar Shelby Wong, Graduate Division