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Program Description	

University of Hawai'i Code Request Form for Academic Programs for

# NEW OR MODIFY PROGRAM CODE

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### University of Hawai'i Code Request Form for Academic Programs

## **NEW OR MODIFY PROGRAM CODE**

#### ADDITIONAL COMMENTS

New Subject Certificate in Pre-Law.		
ATTACHMENTS		
BOR Approved: Associate, Bachelor and Graduate	Degrees, and sole credential certificates	5
BOR Meeting Minutes & Supporting Document	National Control of the Control of t	
Chancellor Approved: Certificates related to autho	A CONTRACTOR OF THE CONTRACTOR	nical Studies (ATS) Degree
Memo from Chancellor to notify VPAA about n		
For new certificates approved by the Chancellor, the BA- Liberal Studies	he related BOR authorized academic p	rogram is:
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VERIFICATIONS		
By signing below, I verify that I have reviewed and	confirm the above information that is	pertinent to my position.
Registrar:	0.01	
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Print Name Sign	ature ( )	Date
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Financial Aid Officer:	1,10	1 - 1
Sherrie Padilla	round	3/7/10
Print Name Sign	ature	Date
For Community Colleges, verification of consultation	on with OVPCC Academic Affairs:	
Print Name Sign	nture	Date



#### Princess Soares <pfrederi@hawaii.edu>

#### **Program Code Request: SC-LSTU-PRLW**

**Shelby Wong** <shelbyw@hawaii.edu>
To: Princess Soares <pfrederi@hawaii.edu>

Wed, Apr 6, 2016 at 2:44 PM

Hi Princess,

Yes to this code for the Pre-Law Certificate.

Thank you, Shelby

On Wed, Apr 6, 2016 at 2:43 PM, Princess Soares pfrederi@hawaii.edu> wrote:

Hi Shelby,

Please confirm that concentration code PRLW, General (Pre-Law) can be used for Pre-Pharmacy Certificate.

Mahalo, Princess

--

#### **Princess Soares**

Institutional Research Analyst Institutional Research and Analysis University of Hawai'i System Sinclair Annex 1, Room 1 1633 Bachman Place Honolulu, HI 96822

Phone: 808-956-5464 Fax: 808-956-9870

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**Shelby Wong** 

Curriculum & Catalog Coordinator University of Hawaii at Hilo Office of the Vice Chancellor for Academic Affairs Student Services Building E-115 200 W. Kawili St. Hilo, HI 96720

Ph: (808) 932-7927 shelbyw@hawaii.edu



March 3, 2016

#### **MEMORANDUM**

TO:

Donald Straney, Chancellor

University of Hawai'i at Hilo

FROM:

Matthew Platz

Vice Chancellor for Academic Affairs

University of Hawai'i at Hilo

SUBJECT: Request for Approval of Program Codes for use at UH Hilo

#### **SPECIFIC ACTION REQUESTED:**

We request that the following new program codes be approved for use. All programs below were reviewed and approved during the 2015-2016 curriculum review cycle.

#### **Degree Program Tracks:**

BA-ANTH-MANT Anthropology BA, Medical Anthropology Track BA-GEOG-ENVS Geography, BA, Environmental Studies Track

BS-BIOL-BMD5 Biology, BS, Cell, Molecular and Biomedical Sciences Track

#### New Subject Certificate Programs:

SC-LSTU-PREL Pre-Law Certificate

SC-NURS-HCMG Healthcare Management Certificate

SC-CHEM-PPHR Pre-Pharmacy Certificate
SC-ENG-CWRT Creative Writing Certificate
SC-HIST-PHIS Public History Certificate

SC-AG4-ENSM Energy Science Certificate, Management & Policy Track

SC-AG4-ENST Energy Science Certificate, Technical Track GCER-PHRM-HSCR Health Sciences Research Certificate GCER-PHRM-HCAL Healthcare Leadership Certificate

GCER-CPP Clinical Psychopharmacology Certificate

GCER-CPP-PSP Psychopharmacology Certificate

An Equal Opportunity/Affirmative Action Institution

#### **RECOMMENDED EFFECTIVE DATE:**

We request the effective date of Fall 2016 for all program codes.

#### **ADDITIONAL COST:**

There is no additional cost associated with this request.

#### **PURPOSE:**

The purpose of this request is to request approval for new program codes from the UH System Office of Institutional Research for the above-mentioned degree and certificate programs. These programs were proposed, reviewed and approved during the 2015-2016 curriculum review cycle.

The three degree tracks are new tracks under existing BOR approved degree programs and the ten certificate programs are all new subject certificate programs.

#### **ACTION RECOMMENDED:**

We recommend that you approve the new program codes for use for the abovementioned degree and certificate programs.

APPROVED/DISAPPROVED:

Donald Straney, Chancellor

3/4/10 Date

Cc: Risa Dickson, UH System Vice President for Academic Planning & Policy Zachary Street, Interim Director of Admissions Chelsea Kay-Wong, Interim Registrar

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(Vote for: 0; Vote against: 0; Vote abstain: 0) 09/06/2015 - MARUSEK (Vote for: 0; Vote against: 0; Vote abstain: 0) 09/10/2015 - THOMC (Vote for: 1; Vote against: 0; Vote abstain: 0) 09/21/2015 - LAUER3 (Vote for: 3; Vote against: 0; Vote abstain: 1) 09/22/2015 - SUSANB (Vote for: 0; Vote against: 0; Vote abstain: 0) 11/23/2015 - NFURUMO (Vote for: 7; Vote against: 0; Vote abstain: 0) 11/24/2015 - MPLATZ (Vote for: 0; Vote against: 0; Vote abstain: 0) back to top **Approval Comments** Reviewer comments (0) Approval comments (0) Review within approval comments (0)

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NFURUMO	REMOVE	Approve Program Proposal - Pre-Law Certificate	11/23/2015 2:59 PN
MPLATZ	ADD	Approve Program Proposal - Pre-Law Certificate	11/23/2015 2:59 PN
MARUSEK	ACTION	CC: Program Notification (MPLATZ) - Pre-Law Certificate	11/23/2015 2:5 PN
NFURUMO	ACTION	Approval recommendation (Pre-Law Certificate) from nfurumo@hawaii.edu to MPLATZ@HAWAII.EDU	11/23/2015 2:5 PM
MPLATZ	ACTION	Save history - Pre-Law Certificate	11/24/201 12:07 PM
MPLATZ	ACTION	Program approval by MPLATZ - Pre-Law Certificate	11/24/201 12:07 Pt
MPLATZ	REMOVE	Approve Program Proposal - Pre-Law Certificate	11/24/201 12:07 Pt
MPLATZ	ACTION	CC: Program Notification (MARUSEK) - Pre-Law Certificate	11/24/201 12:07 Pi
MARUSEK	ADD	Proposed Program Approved - Pre-Law Certificate	11/24/201 12:07 PN
MARUSEK	ADD	Outline approved task (NotifiedWhenApproved) - Pre-Law Certificate	11/24/201 12:07 Pt
MPLATZ	ACTION	Program final approval by MPLATZ - Pre-Law Certificate	11/24/201 12:07 Pi
	Showing 1 to 13 of 1	3 entries	

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Curriculum Central (CC) - UH Hilo

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#### **UH Hilo**

**Degree:** Academic Subject Certificate

**Division:** Interdisc

**Title:** Pre-Law Certificate

**Description:** The study of law is a postgraduate professional program usually requiring

three years of full-time study beyond completion of the bachelors degree. No specific pre-law program or major is required for admission to law school; however, many pre-law students major in Philosophy, Economics, History, Anthropology, Sociology, Geography, Business, English, Political Science, or the Administration of Justice. Whatever the major, students intending to apply to law school will benefit from courses emphasizing critical analysis, writing, and analytical/methodological frameworks of interpretation. This certificate description has been adapted from the "Special Program: 'Pre-Law Studies'" Description in the 2003-2004 UH Hilo

Catalog as written by former Pre-Law Advisor Didrick Castberg).

Effective Date: Fall 2016

#### 1. Is this a proposal for

- (a) modification of an existing undergraduate or graduate program/degree/major/minor/certificate?
- (b) a new certificate or minor or track within an existing baccalaureate or graduate program?
- (c) a proposal for an individual liberal studies major equivalent?
- (d) a request for Approval To Plan a new graduate or undergraduate degree program (ATP)?
- (e) a new graduate degree program or a new baccalaureate degree program?
- If (a) or (b), please answer all questions in this proposal form.
- If (c), provide student's name, student ID, faculty advisor's name, and title of proposed program in the space below; then answer question 2 only, and attach the proposal and advisor's letter.
- If (d), answer only questions 1 and 9 and attach your request for Approval to Plan.
- If (e), answer all questions and attach both the signed, approved ATP for your proposed program and the program proposal by clicking the "Attachment" tab at the bottom of the proposal form.

The BOR E5.201 template for new programs and budget template are posted on the VCAA Curriculum Resources page:

http://hilo.hawaii.edu/uhh/vcaa/CurriculumResources.php

Consult CurrCtrl campus administrator Jon Awaya awayaj@hawaii.edu for assistance.

- (b) a new certificate or minor or track within an existing baccalaureate or graduate program.
- 2. Please answer the following, for both new programs and modifications, numbering your answers.
  - 1. Specify (a) the number of credits required for the program and (b) the number of elective credits.

- 2. Specify the minimum required GPA for courses taken for the major, minor or certificate. Unless otherwise stipulated here, the minimum required GPA will be set as 2.0 (C) in Banner.
- 3. Specify the minimum acceptable grade for each course taken for the major, minor, or certificate. Unless otherwise stipulated here, the minimum acceptable grade will be set as 1.0 (D) in Banner.
- 1. 24 credit hours required, all electives.
- 2. The minimum GPA for courses taken for the certificate is a 2.0 (C).
- 3. The minimum acceptable grade for each course taken for the certificate is a 2.0 (C).
- 3. How does the NEW program or program modification benefit students, the curriculum, and the institution, and how does this change relate to or impact other programs at the university?

According to the American Bar Association's Statement on Pre-Law Preparation, students wishing to pursue legal education should "take advantage of opportunities to develop research and writing skills" in order to develop a lawyering skill set. Through rigorous engagement in a variety of subject areas taught by demanding instructors, such lawyering skills include "problem solving, critical reading, writing and editing, oral communication and listening, research, organization and management, public service and promotion of justice, relationship-building and collaboration, background knowledge, and exposure to the law." This interdisciplinary certificate has been developed to provide students, particularly transfer students, with a wide array of upper division electives across a variety of majors. For students wishing to remain in Hawai'i and focus upon Native Hawaiian as well as environmental issues (two foci of Richardson's Law School at UH Manoa), such classes are available in the certificate's thematic-based course groupings of Rights and Disparities, Land Use and Cultural Resources, and Skills and Professional Expertise.

Additionally, this certificate contributes to several goals of the 2011-2015 UH Hilo Strategic Plan. With a focus on classes that emphasize research and writing skills, this certificate will help support the applications of UH Hilo students to law school within Hawai'i and elsewhere, in accordance with Goal 1 Provide learning experiences and support to prepare students to thrive, compete, innovate and lead in their professional and personal lives. Since 2010, an average of twelve UHH students have applied each year to William S. Richardson School of Law at UH Manoa with an admittance average of only four students [Source: Elisabeth Steele Hutchison (Director of Admissions at Richardson's Law School)]. In accordance with Goal 5 Strengthen UH Hilo's impact on the community, Island, and state of Hawai'i through responsive higher education, community partnerships, and knowledge and technology transfer, this certificate is expected to increase rates of UH Hilo applicants and admittance rates to Hawaii's local law school, Richardson's, by preparing students to succeed in the law school environment while fostering the articulation possibilities between our campus and Hawai'i Community College. Lastly, this certificate will serve a variety of students with majors and minors through a varied elective pool of interdisciplinary offerings from CAS (the Social Sciences and Humanities divisions) and CoBE. In doing so, this certificate encourages faculty collaboration among participating departments, in response to Goal 2 Inspire excellence in teaching, research, and collaboration. Lastly, through interdisciplinary collaboration, this certificate is one way to achieve the 2020 Vision of UH Hilo (as stated in the Strategic Plan), which states "We will be acclaimed as a university community that works together across disciplines and diverse perspectives to prepare student scholars to thrive, compete, innovate and lead in their professional and personal lives."

4. Describe any additional library resources, facilities, equipment or other resources required for the new or modified program and provide an estimate of such costs.

Type in "None" if appropriate.

NO

5. Describe any additional faculty required for the new or modified program and provide an estimate of such costs.

NO

6. If this is a new program or a new certificate or a minor or a new track within an existing program, copy and paste from a Word document into the window below a catalog-ready list of the graduation (or minor or certificate) requirements, including required courses and acceptable electives.

If this is a program modification, copy and paste the current requirements into the window below; strike out portions to be deleted, and underline any new or additional portions.

Reminder: This proposal is for one type of program. Include requirements for only one type of program: the BA, or the minor, or the certificate, as indicated by the type of program you selected when you created this proposal.

#### Program Learning Outcomes (PLOs) for Pre-Law Certificate

- 1. Distinguish between descriptive and normative approaches to social, legal, and cultural problems
- 2. Interpret law, moral principles, and institutions using a variety of interdisciplinary approaches, methods, and methodologies
- 3. Identify and analyze contemporary and historical perspectives on the intersectionality of race, class, gender, and sexuality
- 4. Incorporate academic approaches with the collaborative techniques of organization and problem-solving to address issues of public concern
- 5. Produce research papers and projects with high levels of written and oral communication

#### Pre-Law Certificate Course Requirements (24 credits)

12 credits of required lower division courses

+

12 credits of upper division courses from 3 different course alphas (courses may focus on one area OR combine courses from each of the areas)

#### Pre-Law Certificate Course Requirements (24 credits)

12 credits of required lower division courses

+

12 credits of upper division courses from 3 different course alphas (courses may focus on one area OR combine courses from each of the areas)

#### I. Lower Division Core: 12 cr.

- **Argumentation**: 3 Credits Taken From:
  - ENG 287 Intro to Rhetoric
  - PHIL 209 Reasoning
  - PHIL 220 Social Ethics
- Context and Background: 3 Credits Taken From:
  - HIST 151 World History: To 1500
  - HIST 152 World History: From 1500
  - SOC 100 Principles of Sociology
  - WS 151 Intro to Gender and Women's Studies
- **People and Place**: 3 Credits Taken From:
  - GEOG 103 Geography and Contemporary Society
  - HIST 284 History of Hawai'i
- Institutions and Legality: 3 Credits Taken From:
  - POLS 101 American Politics
  - POLS 220 Introduction to Legal Systems

II. Upper Division Electives: Choose 4 Courses (12 Credits) from a minimum of 3 different course alphas below. Students may choose to focus on one area OR combine courses from each of the areas.

#### Rights and Disparities

- HIST 471 US Constitutional History
- PHIL 315 Ethical Theory
- PHIL 325 Philosophy of Law
- PHIL 327 Bioethics
- PHIL 370 American Philosophy
- PHIL/WS 375 Feminist Philosophy
- POLS 300 Historical Political Thought
- POLS 303 Feminist Political Theory
- · POLS 304 Liberalism and Globalism
- POLS 321 Constitutional Law
- POLS 323 Criminal Law and Procedure
- POLS/WS 327 Law and Identity
- POLS/PHIL 328 Rights
- POLS 331 Presidency and Congress
- POLS 338 Public Policy Process
- POLS 428 First Amendment
- SOC/POLS 324 Criminology
- SOC 328 Gender, Crime, and Justice
- SOC 365 Sociology of Deviance
- WS 352 Gender and Sexuality

#### Land Use and Cultural Resources

- ANTH 310 Contemporary Issues in Hawaiian Anthropology
- ANTH 389 Cultural Resource Management
- BUS 240 Business Law
- GEOG 201 Interp Geog Data
- GEOG/POLS 325 Legal Geography
- GEOG 340 Intro to Land Use Planning
- GEOG 441 Environmental Impact Assessment
- HIST 481 Land & Sovereignty in Pacific
- MGT 423 Business & Society
- PHIL 304 Phil and Cultural Diversity
- PHIL 329 Environmental Ethics
- POLS 335 Envir Politics & Policy
- POLS 342 International Law
- POLS 360 Public Administration
- SOC 320 Social Stratification

#### Skills and Professional Expertise

- ANTH 490 Internship in Archeology
- GEOG 382 Qualitative Research
- GEOG 496 Planning Internship
- HIST 300 Historical Methods
- HIST 301 Professional Practice
- HIST 391 Internship
- PHIL 345 Symbolic Logic
- POLS 280 Research Methods
- POLS 320 Mock Trial
- POLS 391 Internship
- SOC 391 Internship
- WS 200 Gender Leadership & Social Justice

#### List any new courses or modified courses being proposed with this program

proposal, providing alpha, number, and title of each one. The proposals for these new/modified courses MUST be submitted at the same time as this program proposal, to ensure proper review by approvers. Specify "Proposal submitted" next to each course in your list.

POLS/PHIL 328 "Proposal submitted for cross-listing POLS 328 as PHIL 328"

## 8. Does this new or modified program involve courses offered by other departments? If not, type in "no."

If yes, please attach an email (in PDF) or other document from the chair(s) of the other department(s) approving the inclusion of those courses by alpha, number, and title.

## To attach, click on the ATTACHMENT button at the bottom of this page, next to the SUBMIT button.

Yes. Please find letters from each of the nine involved department chairs attached:

- 1. ANTH (Chair Lynn Morrison)
- 2. BUS/MGT (Chair Kelly Burke)
- 3. ENG (Chair Kirsten Mollegaard)
- 4. GEOG (Chair Jonathan Price)
- 5. HIST (Chair Kerri Inglis)
- 6. PHIL (Chair Chris Lauer)
- 7. POLS (Chair Sarah Marusek)
- 8. SOC (Chair Alton Okinaka)
- 9. WS (Chair Celia Bardwell-Jones)

#### Please record the department vote approving the proposed change(s): Approve, Not Approve, Abstain; give the date of the vote.

Because this is an interdisciplinary, stand-alone certificate program, it will not be housed in any one particular department. Instead, the committee wishes for the certificate to be housed in the Humanities Division with oversight provided initially by Sarah Marusek, Pre-Law Advisor and UH Hilo's Liason to Law School Admissions Council (LSAC). Once the certificate is established, the leadership will rotate between members of the Pre-Law Committee, which includes the following faculty (in alphabetical order):

Dr. Celia Bardwell-Jones, Associate Professor, Philosophy; Program Coordinator, Women's Studies Certificate

- Dr. Kathryn Besio, Professor, Geography and Environmental Studies
- Dr. Marilyn Brown, Associate Professor, Sociology
- Dr. Kerri Inglis, Associate Professor and Chair, History
- Dr. Chris Lauer, Assistant Professor and Chair, Philosophy
- Dr. Sarah Marusek, Associate Professor and Chair, Political Science; UH Hilo Pre-Law Advisor
- Dr. Kirsten Mollegaard, Associate Professor and Chair, English

# 10. Provide other attachments that you believe will be useful and informative to reviewers and approvers.

The attachment from Kelly Burke, Chair of Business Administration, is not uploading correctly. I am therefore copying and pasting correspondence with Dr. Burke in the space below:

Sarah Marusek To: Kelly Burke

Aloha Kelly.

Tue, Feb 10, 2015 at 2:58 PM

On behalf of the Pre-Law Steering Committee, I am contacting you as the Chair for the Business Administration Department. We are currently working on a proposal for an interdisciplinary, cross-college Pre-Law Certificate here at UH Hilo (please see the attached proposal with justification).

We would like to include the following courses from your department:

BUS 240 Business Law MGT 423 Business & Society

If you approve of the inclusion of these courses as they appear, would like to offer additional relevant courses not listed, or would like to remove course offerings from the Certificate, please respond accordingly. Your response will help the Committee begin the Curriculum Review process.

If you have any questions, please let me know!

Mahalo, Sarah

--

Sarah Marusek, Ph.D

Associate Professor and Chair, Political Science Department University of Hawai'i Hilo, 200 W. Kawili St., Hilo HI 96720 Website: http://works.bepress.com/sarah\_marusek/

#### 2 attachments

**Pre-Law Certificate Elective List.docx** 

81K

Pre-Law Certificate Proposal Questions 3 6 and 7.docx

152K

#### **Kelly Burke**

To: Sarah Marusek

Cc: Jerry Calton, Krishna Dhir

Hi Sarah,

Wed, Feb 11, 2015 at 1:52 PM

The College of Business and Economics is happy to have BUS 240 - Business Law and MGT 423 - Business and Society included in the Pre-Law curriculum.

At some point it would be helpful to see the program requirements. Also, since especially BUS 240 is currently offered in only one section per semester and is often full, it would be helpful to get an idea of potential demand for these two classes from Pre-Law students.

Aloha, kelly

Kelly Burke

Chair, Business Department Professor of Information Systems College of Business and Economics University of Hawai'i at Hilo

200 W. Kawili St.

Hilo, HI 96720

kellvb@hawaii.edu

808-932-7248 http://www.hilo.hawaii.edu/~kburke [Quoted text hidden]

#### Kelly Burke

To: Sarah Marusek

Hi Sarah.

My apologies, you included the program specifics so no need to respond to that request.

Aloha, kelly

Kelly Burke

Chair, Business Department Professor of Information Systems College of Business and Economics University of Hawai'i at Hilo 200 W. Kawili St. Hilo, HI 96720 kellyb@hawaii.edu 808-932-7248 http://www.hilo.hawaii.edu/~kburke

-Attachm	ents	
History	Version	File Name
	1	ANTH Approval (Lynn Morrison as Chair).pdf
	1	BUS:MGT Approval (Kelly Burke as Chair).pdf
	2	BUS:MGT Approval (Kelly Burke as Chair).pdf
	1	BUS:MGT Approval Vote (Kelly Burke as Chair).pdf
	1	ENG Approval (Kirsten Mollegaard as Chair).pdf
	1	GEOG Approval for Pre-Law Certificate (Jonathan Price as Chair).pdf
	1	HIST Pre-Law Approval (Kerri Inglis as Chair).pdf
	1	PHIL approval Pre-Law (Chris Lauer as Chair).pdf
	1	POLS Vote (Sarah Marusek as Chair).pdf
	1	SOC Approval (Alton Okinaka as Chair).pdf
	1	WS Approval (Celia Bardwell-Jones as Chair).pdf

Campus: HIL

**Updated By:** SHELBYW

**Updated Date:** 08/17/2015 3:10 PM