

New Program Code       Replace Program Code      Date: \_\_\_\_\_

**REQUESTOR CONTACT INFORMATION**

Name \_\_\_\_\_ Campus \_\_\_\_\_  
 Title \_\_\_\_\_ Email \_\_\_\_\_  
 Office/Dept \_\_\_\_\_ Phone \_\_\_\_\_

**NEW PROGRAM CODE TO CREATE**

Institution \_\_\_\_\_ Campus \_\_\_\_\_  
 Level \_\_\_\_\_ Effective Term \_\_\_\_\_

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) _____	_____	<input type="checkbox"/> See Banner form STV_COLL
Department	(4) _____	_____	<input type="checkbox"/> See Banner form STV_DEPT
Degree/Certificate	(6) _____	_____	<input type="checkbox"/> See Banner form STV_DEGC
Major	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR
Concentration	(4) _____	_____	<input checked="" type="checkbox"/> See Banner form STV_MAJR
Minor	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR

If a similar major/concentration code exists in Banner, please list the code: \_\_\_\_\_

Justification to warrant a new major/concentration code similar to an existing major/concentration code:  
 \_\_\_\_\_

Is this major/concentration code being used the same way at the other UH campuses?       Yes       No

Should this program be available for applicants to select as their planned course of study on the online application? *If yes, student may select the code as their only program of study.*       Yes       No

**RULES PERTAINING TO FINANCIAL AID AND 150% DIRECT SUBSIDIZED LOAN LIMIT LEGISLATION**

Is 50% or greater of the classes in this program offered at a location other than the Home Campus?       Yes       No

Is this program/major/certificate financial aid eligible?       Yes       No

Does this certificate qualify as a Gainful Employment Program (Title IV-eligible certificate program)?  
 See <http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html>       Yes       No

**Program Length**

*In academic years; decimals are acceptable. The length of the program should match what is published by the campus in any online and/or written publication.*

Special Program Designations       A       B       N       P       T       U

*See Special Program Designations Code Definitions on IRAO Program Code Request webpage*

Required Terms of Enrollment:       Fall       Spring       Summer       Extended

**EXISTING PROGRAM CODE TO REPLACE, IF APPLICABLE**

Program Code _____	Program Description _____
Institution _____	Campus _____
College _____	Department _____
Level _____	
Are current students "grandfathered" under the program code? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Should the old program code be available for use in Banner? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Effective</b> <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> <b>, old program code will no longer be available to admit or recruit students.</b>	
<small>Term (ie. Fall 2020)</small>	
<i>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.</i>	
<b>Effective</b> <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> <b>, old program code will no longer be available to award degree to students.</b>	
<small>Term (ie. Fall 2020)</small>	
<i>This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules.</i>	

**ATTACHMENTS**

**BOR Approved:** Sole-credential Certificate, Associate, Bachelor and Graduate Degrees, and sole credential certificates

- BOR Meeting Minutes & Supporting Documents  Curriculum

**Chancellor Approved:** Concentrations, Certificates and Associate in Technical Studies (ATS) Degree

- Memo from Chancellor to notify Vice President for Academic Planning and Policy regarding program action.  
 Curriculum

<p><b>CERTIFICATES ONLY: Please check one (1) statement.</b> This certificate is a...</p> <p><input type="checkbox"/> BOR approved certificate. BOR Meeting/Approval Date: _____</p> <p><input type="checkbox"/> Chancellor approved within an authorized BOR program. BOR Program: _____</p> <p><input type="checkbox"/> Chancellor approved CO in accordance with UHCCP 5.203, Section IV.B.10.</p>
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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.*

<p><b>Registrar</b> (Print Name)</p> <p>_____</p>	<p><b>Financial Aid Officer</b> (Print Name)</p> <p>_____</p>	<p><b>For Community Colleges, verification of consultation with OVPCC Academic Affairs:</b> Tammi Oyadomari-Chun</p> <p>_____</p>
Signature	Date	Signature
Signature	Date	Signature
Date	Date	Date

**ADDITIONAL COMMENTS**



January 31, 2023

**MEMORANDUM**

**TO:** Bonnie D. Irwin  
Chancellor  
University of Hawai'i at Hilo

**FROM:** Kris Roney  
Vice Chancellor for Academic Affairs  
University of Hawai'i at Hilo

Digitally signed by Kris  
Roney  
Date: 2023.01.31 20:15:49  
-10'00'

**SUBJECT:** Request for Approval of New Program Codes for use at UH Hilo- Fall  
2023

**SPECIFIC ACTION REQUESTED:**

We request that the following new program codes be approved for use. The below are either modifications to existing Bachelor degree programs or new Subject Certificates approved for Fall 2023 via the campus curriculum review process.

**Program Modifications for Bachelor Degrees:**

BA-PHIL-ESJ Bachelor of Arts  
Philosophy  
Ethics and Social Justice Concentration  
College of Arts and Sciences  
\*New Concentration

**New Minors under a BOR approved degree program:**

MINOR-PHIL-GWS Gender and Women's Studies Minor  
Home Program: BA-Philosophy  
College of Arts and Sciences  
\*Reactivation of minor, change in home department

MINOR-PART-DANC Dance Minor  
Home Program: BA-Performing Arts  
College of Arts and Sciences  
\*New Minor

New Subject Certificates under a BOR approved degree program:

SC-PART-DK      Dance Kinesiology  
Home Program: BA-Performing Arts  
College of Arts and Sciences  
\*New Subject Certificate

SC-POLS-ADR      Alternative Dispute Resolution  
Home Program: BA-Political Science  
College of Arts and Sciences  
\*New Subject Certificate

**RECOMMENDED EFFECTIVE DATE:**

We request the effective date of Fall 2023.

**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 Institutional Research, Analysis and Planning (IRAPO) office for the above-mentioned degree programs and subject certificates.

**ACTION RECOMMENDED:**

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

**APPROVED/DISAPPROVED:**

  
\_\_\_\_\_  
Bonnie Irwin, Chancellor

2/1/2023  
Date

KR:si

Cc: Office of the Vice President for Academic Planning & Policy (OVPAPP)