University of Hawai'i Code Request Form for Academic Programs

NEW OR MODIFY PROGRAM CODE

Form #CR-AP1 Modified June 2017

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October 12th, 2018

MEMORANDUM

TO:

Michael Bruno

Interim Vice Chancellor for Academic Affairs and

Vice Chancellor for Research

VIA:

Denise Eby Konan, Dean, College of Social Sciences

FROM:

Charlene Baker

Chair, Department of Psychology

Scott Sinnett

Undergraduate Chair, Department of Psychology

SUBJECT: Approval of an Undergraduate Minor in Psychology

SPECIFIC ACTION REQUESTED:

It is requested that the Vice Chancellor approves the undergraduate Minor in the Department of Psychology, College of Social Sciences at the University of Hawai'i-Mānoa.

RECOMMENDED EFFECTIVE DATE:

Effective August 1, 2019.

ADDITIONAL COST:

No additional resources are needed.

PURPOSE:

The purpose of the Minor in Psychology is to offer students the ability to complete foundational courses in the psychological sciences, allowing them to augment their program of choice, and in some cases increase their competitiveness for admission to post-baccalaureate programs (e.g., students in the natural sciences who are applying to medical school frequently request a Minor so as to improve their chances of acceptance).



BACKGROUND:

While the BA and BS degrees have been successful in their programmatic goals, there are many students who wish to obtain a foundation in the psychological sciences, but do not wish to become a major. The question of whether the Department of Psychology offers a Minor is frequently asked by students during advising sessions both in the Psychology Advising Office and at ACCESS (Advising, Civic and Community Engagement in the Social Sciences). This need was also identified in surveys conducted in 2018 that gauged student interest in the possibility of a Minor in Psychology. Students from across the university including the colleges of Natural Sciences, Tropical Agriculture and Human Resources, and Social Sciences (excluding Psychology majors) were surveyed. Combined, 65% of students said that they were likely or very likely to pursue a Minor in Psychology if it were offered, 82% said that a Minor would be useful or very useful for their educational needs. The survey indicated that a wide range of students from a variety of majors across the university would be interested in obtaining the Minor in Psychology, with the majority of students interested in the possibility of Minoring in Psychology coming from the natural sciences (e.g., students in the natural sciences who are applying to medical school frequently request a Minor in Psychology so as to improve their chances of acceptance).

A separate group of students who could potentially benefit from having the option to obtain a Minor in psychology would be those students who struggle to complete the prepsychology major requirements. In order to declare the major, pre-psychology students must first successfully complete PSY 100 (Survey of Psychology), PSY 212 (Survey of Research Methods), and PSY 225 (Statistical Techniques) with a minimum 2.5 GPA. The option of a Minor in Psychology would be useful for those students who struggle to meet the minimum requirements, but still want to preserve some recognition for their focus in Psychology by having a Minor.

Lastly, the addition of a Minor would bring the Department of Psychology in line with other programs in the CSS as well as with UH Manoa benchmark and peer institutions. The CSS currently offers Minors in Anthropology, Economics, Geography, Political Science, and Sociology. Furthermore, 16 of 18 peer or benchmark institutions offer a Minor in Psychology, and 41 of 45 additional institutions offer of a Minor in Psychology based on responses to a survey posted to the Council of Graduate Departments of Psychology (COGDOP).



ACTION RECOMMENDED:

It is recommended that the Vice Chancellor approves the undergraduate Minor in the Department of Psychology, College of Social Sciences at the University of Hawai'i-Mānoa.

Attachments:

1. Proposal – Undergraduate Minor in Psychology

Approved Disapproved:

Michael Bruno

Interim Vice Chancellor for Academic Affairs and

Vice Chancellor for Research

1/7//9 Date

Proposal

Minor in Psychology

School/College and Department/Unit: UHM Department of Psychology, Social Sciences, College of Arts and Sciences

Chair/Convener of Planning Committee: Scott Sinnett, Undergraduate Chair

Program Category: Minor to be added to existing BA/BS degrees

Level of Program or Major: Undergraduate

Degree Proposed: Minor

Proposed Date of Implementation: Fall semester 2019

Table of Contents

1.	What are the objectives of the proposed Minor? Discuss the need for the program. What kinds of students might be interested in this program?	3
2.	How will the Minor be administered? Will resources be required to administer this program?	4
3.	What is your projected enrollment? How many students are currently served in the major program? Identify the source of students for the proposed program.	4
4.	What foundation courses and prerequisites are needed for acceptance into the Minor (e.g., minimum credits, grade point average, work experience)?	6
5.	How many credits will be required for the Minor? (The minimum required credits for Minors are 15. The "double-counting" of credits, as elsewhere, is not permitted.	6
6.	How will the program be organized (e.g., first-semester courses, required or core courses, electives)?	7
7.	Who will have responsibility for tracking, advising and mentoring students (e.g., program director or staff, individual faculty)? Note that the procedures and requirement for the declaration of a Minor are the same as those for a major. Identify the person(s) responsible for advising students and compiling data on enrollment and number of Minors conferred.	7

1. Program and Learning Objectives and Goals

The Department of Psychology at the University of Hawai'i at Manoa consistently enrolls some of the highest numbers of undergraduates in the College of Arts & Sciences. There are currently close to 250 declared BA seeking majors, and approximately an additional 50 B.S. seeking majors in Psychology. An additional 300+ students are pre-psychology majors. Psychology majors use their degree to obtain jobs in private industry and public sectors. However, a proportion of our high achieving undergraduates, some of whom are in Psi Chi, the International Honor Society in Psychology, and in the Psychology Honors Program, often prepare to enter graduate school in Psychology or professional schools, such as law, medicine, and pharmacology. This is especially true of BS students, who are also required to complete several natural sciences courses (e.g., chemistry, biology, physics, and calculus) that are often required for enrollment in advanced training programs in the neuroscience/biomedical fields, and also to achieve competitive GRE and MCAT scores.

While the BA and BS degrees have been successful in their programmatic goals, there are many students who wish to obtain a foundation in the psychological sciences, but do not wish to become a major. The question of whether the Department of Psychology offers a Minor is frequently asked by students during advising sessions both in the Psychology Advising Office and at ACCESS (Advising, Civic and Community Engagement in the Social Sciences) (please see page 5 for details on projected enrollment). The goal of the Minor would be to offer students the ability to complete foundational courses in the field, allowing them to augment their program of choice, and in some cases increase their competitiveness for admission to post-baccalaureate programs (e.g., students in the natural sciences who are applying to medical school frequently request a Minor so as to improve their chances of acceptance).

Lastly, the addition of a Minor would bring the Department of Psychology more in line with other programs in the CSS as well as with UH Manoa benchmark and peer institutions. For instance, the CSS currently offers Minors in Anthropology, Economics, Geography, Political Science, and Sociology. 16 of 18 peer or benchmark institutions offer a Minor in Psychology, and 41 of 45 additional institutions offer of a Minor in Psychology based on responses to a survey posted to the Council of Graduate Departments of Psychology (COGDOP).

Table 1. University of Hawaii Benchmark and Peer institution Psychology programs with a Minor.

Institution	Minor offered
Colorado State University	Yes
Mississippi State University	Yes
Oregon State University	Yes
University of Arizona	Yes
University of Illinois - Chicago	Yes
University of Kentucky - Lexington	Yes
University of New Mexico - Albuquerque	Yes
University of South Florida - Tampa	Yes
University of Utah - Salt Lake City	Yes
University of California - Davis	Yes
University of California - Irvine	Yes
University of California - San Diego	Yes
University of Colorado - Boulder	No
University of Iowa – Iowa City	Yes
University of North Carolina - Chapel Hill	Yes
University of Pittsburgh - Pittsburgh	Yes
University of Tennessee - Knoxville	Yes
University of Washington - Seattle	No – but does offer Quantitative Psychology Minor

2. Program administration

The Department of Psychology currently consists of 21 full-time faculty members with major research programs throughout many of the different fields of Psychology. The current faculty teaching and research workload offers all the required courses for a student in the Minor program.

Students wishing to complete a Minor in Psychology will have to complete the Minor verification form when submitting their paperwork for graduation (see appendix 1). This can be done at ACCESS or at the Psychology Advising Office. The requirements for the Minor will include only existing courses.

To summarize, no additional resources are required to offer a Minor in Psychology at UHM.

3. Projected enrollment

The Psychology department currently has approximately 250 enrolled majors in the BA program, 50 enrolled majors in the BS program, and 300+ pre-psychology majors. The BS program was recently established and our projected enrollment of approximately 15 students per year was maintained until reaching our stabilization point of approximately 50-60 BS majors. We expect to carry roughly this many BS students. In terms of the Minor, we expect to enroll approximately 50-100 students. This number is based on the wide range of responses given to the survey posted to COGDOP. Given that many non-majors already take many of our classes, we do not foresee

any complications with being able to offer enough seats for majors and minors alike. The existing seat allotments for our courses should be able to absorb any increase in enrollment.

A survey was conducted in the Spring of 2018 gauging student interest in the possibility of a Minor in Psychology. A total of 99 students from across the university including the colleges of Natural Sciences, Tropical Agriculture and Human Resources, and Social Sciences (excluding Psychology majors) were surveyed. Combined, 65% of students said that they were likely or very likely to pursue a Minor in Psychology if it were offered. 82% said that a Minor would be useful or very useful for their educational needs. The survey indicated that a wide range of students from a variety of majors across the university would be interested in obtaining the Minor in Psychology, with the majority of students interested in the possibility of Minoring in Psychology coming from the natural sciences.

A separate survey targeted only Psychology majors and pre-majors to explore the potential impact that offering a Minor might have on the major. When Psychology majors were asked to rate the likelihood of continuing to major in Psychology if the department were to introduce the option for a Minor, 90% said *likely* or very likely. When pre-majors were asked the same question, 74% responded that they would be *likely* or very likely to continue with the major. This is actually much higher than what is observed (only 31% of pre-majors who entered the UH system in 2015 as freshman had declared the major by 2018. That number increased to 64% for transfer students over the same time span).

A separate group of students who could potentially benefit from having the option to obtain a Minor in psychology would be those students who struggle to complete the pre-psychology major requirements. In order to declare the major, pre-psychology students must first successfully complete PSY 100 (Survey of Psychology), PSY 212 (Survey of Research Methods), and PSY 225 (Statistical Techniques) with a minimum 2.5 GPA. The option of a Minor in Psychology would be useful for those students who struggle to meet the minimum requirements, but still want to preserve some recognition for their focus in Psychology by having a Minor.

4. Foundation courses and pre-requisites

Proposed Minor foundation requirements: Students wishing to obtain a Minor must complete 15 credit hours of Psychology above the 100-level, with a minimum of 9 credits taken at UH Manoa, and have a minimum 2.0 GPA in all psychology courses. Course requirements are:

- PSY 212 (3 or 4 credits)
- One course from three of the five foundation areas (9 credits):
 - 1) Experimental (PSY X2X), e.g., PSY 220, PSY 322, PSY 324, PSY 325
 - 2) Psychobiology (PSY X3X), e.g., PSY 230, PSY 331, PSY 333, PSY 336
 - 3) Developmental (PSY X4X), e.g., PSY 240, PSY 341, PSY 342
 - 4) Social or Personality (PSY X5X or PSY X6X) e.g., PSY 250, PSY 260, PSY 352
 - 5) Clinical or Community (PSY X7X / PSY X8X courses), e.g., PSY 270, 280, 371
- Students must take an additional three credits at the upper division level (300 or above, excluding 407, 408, and 4X9)

Current BA degree requirements for comparison: For the BA degree, an overall minimum 2.5 GPA in all attempted PSY courses at time of declaration of major and 2.0 GPA at the time of graduation (minimum 36 credits, 15 earned at UHM).

5. Minimum number of credits required

The minimum number of required credits for the Minor will be 15, with a 2.0 GPA minimum required in all psychology courses.

- PSY 212 (3 or 4 credits)
- One course from three of the five foundation areas (9 credits):
 - 1) Experimental (PSY X2X), e.g., PSY 220, PSY 322, PSY 324, PSY 325
 - 2) Psychobiology (PSY X3X), e.g., PSY 230, PSY 331, PSY 333, PSY 336
 - 3) Developmental (PSY X4X), e.g., PSY 240, PSY 341, PSY 342
 - 4) Social or Personality (PSY X5X or PSY X6X) e.g., PSY 250, PSY 260, PSY 352
 - 5) Clinical or Community (PSY X7X / PSY X8X courses), e.g., PSY 270, 280, 371
- Students must take an additional three credits at the upper division level (300 or above, excluding 407, 408, and 4X9)

Note, PSY 212 is offered at UHM as a 4-credit course, but articulates with many of the UH community colleges where it is offered as a 3-credit course.

The 'double-counting' of credits will be prohibited.

6. Program organization

Students will be advised to complete the program in the following way, although given that only 15 credits are required, there are many possible permutations to this schedule.

Year 1: PSY 100 (3 credits, Fall semester)

Year 1: PSY 212 (3 or 4 credits, Spring semester)

Year 2: Elective 1 (3 credits, Fall semester)
Year 2: Elective 2 (3 credits, Spring semester)

Year 3 or 4: Elective 3 (300+) (3 credits, Fall or Spring semester)

7. Tracking, advising, and mentoring

Currently, psychology majors receive advising from the UG Psychology Advising Office, which is directed by Professor Scott Sinnett (UG Chair for Psychology) and staffed by two students with Graduate Assistantships. Pre-psychology students are also advised by ACCESS advisors for both majors (BA and BS) and pre-majors on their general education requirements.

The model of advising adopted by the department and the UG Psychology Advising Office has been successful for both BA and BS majors in Psychology. The advising office has three aims: (1) to respond to students' concerns as directly and completely as possible, (2) to extend the conversation to their broader academic goals, and (3) to question their long-term plans with an eye to helping them bring those plans to fruition. The support provided by the UG Advising Office includes but is not limited to, (1) giving advice to students on their schedule of classes; (2) interpreting registration-related university policies and procedures, such as adding and dropping, tuition payments, late withdrawal, transferring credits, graduation, leaves, and commencement; (3) advising on General Education and graduation requirements; (4) administering preregistration for Advanced Topics courses (PSY 4X9); (5) identifying and assisting with educational and career options appropriate for students; (6) maintaining students' (electronic) records; (7) coordinating a database of alumni and a system for tracking the placement of students after they graduate; (8) working with instructors and faculty to increase student success; and (9) explaining the differences between the BS and BA programs and advise students appropriately given their long-term goals. Advising is currently mandatory for Psychology majors.

Students who Minor in Psychology will be able to receive advising from advisors at ACCESS or the UG Psychology Advising Office. The Minor verification form (see appendix 1) will be submitted with their paperwork for graduation. This can be done at ACCESS or at the Psychology Advising Office. The UG Psychology Advising office also assesses the Department of Psychology's Undergraduate programs with entrance and exit surveys of Psychology majors, first when they declare as a major and then again when they file for graduation. We plan also to conduct surveys of the Minor students at the outgoing point.



Wendy Pearson <pearsonw@hawaii.edu>

Re: Proposal: Minor in Psychology

Scott Sinnett <ssinnett@hawaii.edu>

Thu, Jan 3, 2019 at 7:24 PM

To: Wendy Pearson <pearsonw@hawaii.edu>

Cc: Ross Sutherland <sutherla@hawaii.edu>, Charlene Baker <bakercha@hawaii.edu>

Thanks Wendy.

We can update the document and send it back if needed. Otherwise, we'll just make sure that this change is reflected in our planning/implementation of the minor. Does this mean that it has officially been approved?

Thanks! Hope you had a great holiday!

Scott

I apologize for the lateness in responding. I received the following feedback in December but it somehow got lost in my inbox. Please let me know how you would like to proceed. The requested change is minor.

There was an error in Section 6 of their document ("Program Organization"), but it is up to you whether you want them to fix it officially:

Section 6 states that students will have 15 credits total in Psychology (including PSY 100). This section was not updated for the most recent revision in which PSY 100 is now excluded from the minor. To revise this section, an additional PSY elective must be added, since the revised proposal includes three courses from the foundation areas (formerly two). This additional course could be done in Year 3 or 4, or added on to Year 2.

Wendy L. Pearson, Program Officer
Office of the Vice Chancellor for Academic Affairs
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(808) 956-6145 / FAX (808) 956-7115
http://www.manoa.hawaii.edu

On Thu, Nov 15, 2018 at 8:41 AM Scott Sinnett <ssinnett@hawaii.edu> wrote:

Hi Wendy,

I'm attaching the revised proposal here. Please let me know if any additional changes are required. I will also briefly explain below how we addressed all of the points that were brought up, in italics.

Thanks!

1. Is there an upper-division credit minimum that must be met?

- Students can earn at least 3 credits of UD in the proposed minor ("Three additional credits at the upper division level (300 or above, excluding 407, 408, and 4X9)")
- Per OVCAA Minors website, minors consist of a "minimum of 15 credits of approved non-introductory courses".
- If a minimum must be met, then such a statement should be included in the minor proposal.

A statement (see section 4) has been included to reflect the minimum number of UD credits that must be met:

- Students must take an additional three credits at the upper division level (300 or above, excluding 407, 408, and 4X9)
 - Inclusion of PSY 100 as part of the minor coursework means that it will not be allowed to count
 as general education, under current double-counting rules.
 - It could be moved to being a prerequisite to the minor, operating in a similar fashion to PH 201 for Public Health.
 - Per the Minors policy, PSY 100 cannot be counted toward the 15 credits for the minor.

Thank you for bringing this to our attention! This actually makes the minor stronger as it allows us to require PSY 100 and also increase the breadth of courses that students should take. We have added a statement (see section 4) similar to Public Health that addresses this, and the residency requirement mentioned below:

Proposed Minor foundation requirements: Students wishing to obtain a Minor must complete 15 credit hours of Psychology above the 100-level, with a minimum of 9 credits taken at UH Manoa, and have a minimum 2.0 GPA in all psychology courses. Course requirements are:

- 1. Should there be a residency requirement for the minor?
 - A concern that the Department of Philosophy had was regarding students transferring in credits for the minor. Therefore, they have a residency requirement in that 9 credits of the 15-credit minor must be earned at Manoa.
 - Under the current proposal, students could transfer in 12 credits for the minor from UH
 CCs and students from non-System universities could potentially transfer in all 15 credits.
 - If the Department of Psychology wants students to take a majority of the minor coursework at Manoa, they should include a residency requirement in the proposal.

We agree with this and included the 9 credit residency requirement (see above). Thank you for the suggestion!

Another general concern: It is unlikely that students pursuing the minor will be able to earn Focus designations through their minor coursework. The PSY courses that possess Focus designations are classified under "PSY 4X9", which is explicitly excluded from the minor's coursework. Here is Fall 2018's Class Availability for Psychology. All E, O, and W designations were attached to PSY 4X9.

We do understand the concern, but have decided that we would like to restrict 4X9 courses to majors only. We expect the minor to be very popular and worry that we would not be able to offer enough sections of 4X9 to keep up with the demand. We are also in discussions to restrict 4X9 courses to only majors, and therefore students in the minor would not have the required courses to register (e.g., PSY 225). That said, we are also discussing ways to increase our focus options at the 300 level, so are hopeful that this might open up more opportunities for minors in the future.

You can modify the proposal and send to us electronically. The existing memo is fine.

Wendy L. Pearson, Program Officer
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On Wed, Nov 14, 2018 at 9:27 AM, Scott Sinnett <ssinnett@hawaii.edu> wrote: Hi Wendy,

I've discussed the suggested changes with the Undergraduate Studies Committee. How would you like me to proceed? Should I be revising the materials that we sent earlier, or be sending an email or memo? We appreciate the feedback, the minor will be much better after implementing these requested changes.

Thanks!

Scott

On Thu, Nov 8, 2018 at 9:11 AM Wendy Pearson pearsonw@hawaii.edu> wrote:
Aloha,

I am forwarding feedback from our review of the Minor in Psychology proposal. Please let me know how you would like to proceed. Thanks!

Wendy L. Pearson, Program Officer
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A few things to consider about the Psychology Minor:

- 1. Is there an upper-division credit minimum that must be met?
 - Students can earn at least 3 credits of UD in the proposed minor ("Three additional credits at the upper division level (300 or above, excluding 407, 408, and 4X9)")
 - Per OVCAA Minors website, minors consist of a "minimum of 15 credits of approved non-introductory courses".
 - If a minimum must be met, then such a statement should be included in the minor proposal.
- 2. Inclusion of PSY 100 as part of the minor coursework means that it will not be allowed to count as general education, under current double-counting rules.
 - It could be moved to being a prerequisite to the minor, operating in a similar fashion to

PH 201 for Public Health.

- o Per the Minors policy, PSY 100 cannot be counted toward the 15 credits for the minor.
- 3. Should there be a residency requirement for the minor?
 - A concern that the Department of Philosophy had was regarding students transferring in credits for the minor. Therefore, they have a residency requirement in that 9 credits of the 15-credit minor must be earned at Manoa.
 - Under the current proposal, students could transfer in 12 credits for the minor from UH CCs and students from non-System universities could potentially transfer in all 15 credits.
 - If the Department of Psychology wants students to take a majority of the minor coursework at Manoa, they should include a residency requirement in the proposal.

Another general concern: It is unlikely that students pursuing the minor will be able to earn Focus designations through their minor coursework. The PSY courses that possess Focus designations are classified under "PSY 4X9", which is explicitly excluded from the minor's coursework. Here is Fall 2018's Class Availability for Psychology. All E, O, and W designations were attached to PSY 4X9.