

New Program Code **Modify Program Code**

Date: 3/14/2019

REQUESTOR CONTACT INFORMATION

Name Stuart Lau Campus Mānoa, UH
 Title Registrar Email stuartl@hawaii.edu
 Office/Dept Office of the Registrar Phone 956-5322

NEW PROGRAM CODE TO CREATE

Institution MAN - University of Hawaii at Manoa Campus MAN - University of Hawaii at Manoa
 Level GR - Graduate Effective Term Summer 2019

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) <u>50</u>	<u>Manoa Graduate Division</u>	<input type="checkbox"/> See Banner form STVCOLL
Department	(4) <u>EDEP</u>	<u>Educational Psychology</u>	<input type="checkbox"/> See Banner form STVDEPT
Degree/Certificate	(6) <u>GCER</u>	<u>Graduate Certificate</u>	<input type="checkbox"/> See Banner form STVDEGC
Major	(4) <u>EPPE</u>	<u>Program Evaluation</u>	<input checked="" type="checkbox"/> See Banner form STVMAJR
Concentration	(4) _____	_____	<input type="checkbox"/> See Banner form STVMAJR
Minor	(4) _____	_____	<input type="checkbox"/> See Banner form STVMAJR

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)? Yes No

See <http://www.ifup.ed.gov/GainfulEmploymentInfo/index.html>

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.

30 weeks

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

IRAO USE ONLY: DATE RECEIVED

ADDITIONAL COMMENTS

ATTACHMENTS

BOR Approved: Sole-credential Certificates, Associate (excluding ATS), 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

CERTIFICATES ONLY: Please check one (1) statement. This certificate is a...


BOR approved certificate. BOR Meeting/Approval Date: _____

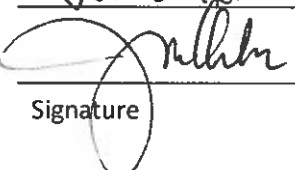
Chancellor approved within an authorized BOR program. BOR Program: _____

Chancellor approved CO in accordance with UHCCP 5.203, Section IV.B.10.

VERIFICATIONS

By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.

Registrar
(Print Name)
Stuart Lau

Signature
5/1/19
Date

Financial Aid Officer
(Print Name)
Jodie Kuba

Signature
5/6/19
Date

For Community Colleges,
verification of consultation with
OVPCC Academic Affairs:
Suzette Robinson
Signature
Date



UNIVERSITY
of HAWAII
MĀNOA

RECEIVED

19 MAR 15 P4:21

March 13, 2019

MEMORANDUM

MĀNOA CHANCELLOR'S
OFFICE

TO: David Lassner
Interim Chancellor

FROM: Michael Bruno
Interim Vice Chancellor for Academic Affairs

A handwritten signature in black ink, appearing to read 'Michael Bruno'.

SUBJECT: REQUEST TO APPROVE THE GRADUATE CERTIFICATE
IN PROGRAM EVALUATION

SPECIFIC ACTION REQUESTED:

It is requested that the Chancellor approve the Graduate Certificate in Program Evaluation to be administered by the Department of Educational Psychology in the College of Education.

EFFECTIVE DATE:

Summer 2019.

ADDITIONAL COST:

None.

PURPOSE:

The proposed Graduate Certificate in Program Evaluation is designed to equip graduate students and working professionals with expertise to in research offices in higher education.

BACKGROUND:

UH Executive Policy E5.205 grants the Chancellor the authority to approve certificate programs in specific subjects that represent the recognition of work taken within (or among) existing Board-authorized programs.

The proposed Graduate Certificate in Program Evaluation is designed for graduate students across campus and working professionals who wish to upgrade their knowledge and skills in the theory, design and practice of program evaluation. The 15 credits required for the program are comprised of courses taught regularly by faculty in the Department of Educational Psychology and across the College of Education. No new resources are required for the program.


Interim Chancellor Lassner
March 13, 2019
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The proposed program has been reviewed and recommended for approval by the Dean of Education, the Graduate Division and the Graduate Council, and the Mānoa Faculty Senate (February 20, 2019). I recommend your approval.

ACTION RECOMMENDED:

It is recommended that the Chancellor approve the Graduate Certificate in Program Evaluation to be administered by the Department of Educational Psychology in the College of Education.

 APPROVED / DISAPPROVED



David Lassner
Interim Chancellor

MAR 18 2019

Date

Attachments

- c: Donald Straney, Vice President for Academic Planning and Policy
- Dean Murata
- Dean Aune
- Director Iboshi
- Chair Ratliffe
- Registrar Lau
- Catalog Coordinator Nakashima



UNIVERSITY
of HAWAII
MĀNOA

10 14 112 52

October 26, 2018

MEMORANDUM

TO: Michael Bruno
Interim Vice Chancellor for Academic Affairs and
Vice Chancellor for Research

VIA: Krystyna Aune *Krystyna Aune*
Dean, Graduate Division

VIA: Nathan Murata, Dean, College of Education *Nathan Murata*

FROM: Katherine Ratliffe, Chair, Educational Psychology *Katherine Ratliffe*

SUBJECT: Graduate Certificate in Program Evaluation in Educational Psychology

SPECIFIC ACTION REQUESTED:

It is requested that the Vice Chancellor approves the proposal for a graduate certificate in Program Evaluation in Educational Psychology.

RECOMMENDED EFFECTIVE DATE: Fall, 2019

ADDITIONAL COST: None

PURPOSE: The Certificate in Program Evaluation (PE) in the Department of Educational Psychology addresses a need to develop documented expertise in program evaluation for masters and doctoral students across the Mānoa campus, as well as professionals who are working in these areas in the community. Students who demonstrate their proficiency through the Program Evaluation certificate's curriculum, will be able to serve in research units and in higher education offices that require expertise in program evaluation. The PE certificate courses are currently taught in the Department of Educational Psychology or in the College of Education, and the certificate will complement the MEd and PhD programs already being offered.

BACKGROUND:

1776 University Avenue, Wist Hall 214
Honolulu, Hawai'i 96822-2463
Telephone: (808) 956-7775 Fax: (808) 956-6615
Email: edpsych@hawaii.edu
An Equal Opportunity/Affirmative Action Institution

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25-11-22-18

NOV -5 2018 *2018*

d. Required Courses.

Program	Evaluation (E)
Prerequisite	EDEP 608: Introduction to Research (or equivalent)
Courses (5)	<p>Required:</p> <p>EDEP 657: Introduction to Program Evaluation</p> <p>EDEP 613: Qualitative Research (or equivalent such as EDEA 604: Qualitative Research Methods in Education or EDCS 632: Qualitative Research Methods)</p> <p>EDEP 685: Certificate Capstone Project in Educational Psychology. Successful students in the PE certificate will complete a capstone project under the direction of a PE faculty member. (New course proposal submitted Fall 2018)</p> <p>And two of the following:</p> <p>EDEP 602: Survey Research Design and Analysis</p> <p>EDEP 768f: Advanced Program Evaluation</p> <p>EDEP 768g: Theory of Program Evaluation</p> <p>EDCS 769: Curriculum and Program Evaluation</p>

- e. **Program Structure.** EDEP 657: Introduction to Program Evaluation should be taken first, then the remaining courses in any order, with the final course being EDEP 685: Certificate Capstone Project.
- f. **Practicum Requirement.** The capstone course in the PE certificate requires a community-based project that will be administered as part of the specific capstone course. This project will be arranged for and supervised by a faculty member teaching the capstone course.
- g. **Integrative Experience Requirement.** The PE certificate requires a scholarly paper documenting the community-based capstone project that will be done within the final course (EDEP 685) under the

ACTION RECOMMENDED:

It is recommended that Vice Chancellor approves the graduate certificate in Program Evaluation in Educational Psychology.



Presented to the Mānoa Faculty Senate by the Graduate Council for a vote of the full senate on February 20, 2019, a resolution supporting the proposal for a Graduate Certificate in Program Evaluation in Educational Psychology in the College of Education. Approved by the Mānoa Faculty Senate on February 20, 2019 with 38 votes in support of approval; 1 vote against; and 2 abstentions.

**RESOLUTION SUPPORTING THE PROPOSAL FOR A GRADUATE
CERTIFICATE IN PROGRAM EVALUATION IN EDUCATIONAL
PSYCHOLOGY IN THE COLLEGE OF EDUCATION**

WHEREAS, the purpose of a Graduate Certificate in Program Evaluation in Educational Psychology in the College of Education (COE) is to develop expertise for Masters and Ph.D. students as well as working professionals serving the community to serve as a resource for assessment and evaluation of educational and research programs; and

WHEREAS, program evaluation is a growing field that is not currently served by the University of Hawai'i System; and

WHEREAS, no new resources are required for the certificate as existing courses from the Dept. of Educational Psychology have been offered for decades and existing faculty will create two new courses to complete the certificate; and

WHEREAS, the certificate is intended for existing graduate students to expand their expertise with program evaluation and students in Psychology are required to complete a graduate certificate; and

WHEREAS, the Dept. of Educational Psychology facilitates the UH Strategic Directions by serving the Hawaiian community preparing educational researchers and evaluators that work in the Dept. of Education, other Universities, and businesses; and

WHEREAS, the certificate has been reviewed and endorsed by the Department of Educational Psychology, the COE Dean, the COE Committee for Curricular and Program Planning, the COE Senate, the Office of Graduate Education, the Graduate Council, and the Chancellor; therefore

BE IT RESOLVED, that the Mānoa Faculty Senate approves the proposal to establish a Graduate Certificate in Program Evaluation in Educational Psychology in the College of Education (COE).

Supporting Document:

Proposal for Graduate Certificate in Program Evaluation in Educational Psychology [DOC]

Re: EDEP certificates

1 message

Katherine Ratliffe <ratliffe@hawaii.edu>
To: Stuart Lau <stuartl@hawaii.edu>

Mon, Apr 29, 2019 at 1:34 PM

Hi Stuart,

OK, thank you.

Kathy

On Mon, Apr 29, 2019 at 1:21 PM Stuart Lau <stuartl@hawaii.edu> wrote:
Hi,

The code EPPE is available. Will use this code for your program,

For the program length, we are required to provide the length of time a student should take if they are attending full time. We report students based on the enrollment status such as full time, three quarter time, half time and less than half time. This information is considered when trying to determine if a student completed their degree in a timely manner. Based on the information you have provided, 30 weeks should be appropriate.

Stuart

On Mon, Apr 29, 2019 at 1:14 PM Katherine Ratliffe <ratliffe@hawaii.edu> wrote:
Hi Stuart,

Our faculty likes the code EPPE for the program evaluation certificate. Does that work?

I'm still not clear regarding the implications of the length of the program. If students take longer than 30 weeks, are they considered at fault because they didn't finish in time? Most students will do this program part time, and will take longer than 30 weeks. If there are no particular negative implications for students or for our program, 30 weeks for the program length is fine. If students will be penalized or the department will be penalized if students take longer than 30 weeks, we should make it 45 weeks.

Thank you,

Kathy

--
Katherine T. Ratliffe, Chair
Department of Educational Psychology
University of Hawai'i at Mānoa
1776 University Avenue
Honolulu, HI 96822
Phone: 808-956-4281 Fax: 808-956-6615
Email: ratliffe@hawaii.edu

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Stuart Lau
University Registrar
Office of the Registrar
University of Hawaii at Manoa
Ph: 808 956-8010

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Katherine T. Ratliffe, Chair