

IRAO OFFICE USE ONLY	
Received	4/17/17
In Banner	
MTVCOMP/Codeset	
Master Curriculum	
CIP Code	
Program Code	
Program Description	

University of Hawai'i  
Code Request Form for Academic Programs

# REPLACE PROGRAM CODE

Date: April 3, 2017

## REQUESTOR CONTACT INFORMATION

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

## NEW PROGRAM CODE TO CREATE

Institution MAN - UH Manoa Campus MAN - UH Manoa  
 Level UG - Undergraduate Effective Term Fall 2017

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) <u>30</u>	<u>Coll of Trop Ag &amp; Human Res</u>	<input type="checkbox"/> See Banner form STV_COLL
Department	(4) <u>FCS</u>	<u>Family &amp; Consumer Sciences</u>	<input type="checkbox"/> See Banner form STV_DEPT
Degree/Certificate	(6) <u>BS</u>	<u>Bachelor of Science</u>	<input type="checkbox"/> See Banner form STV_DEGC
Major	(4) <u>HDFS</u> ✓	<u>Human Dev &amp; Family Studies</u>	<input checked="" type="checkbox"/> See Banner form STV_MAJR
Concentration	(4) _____	_____	<input 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)?  Yes  No

See <http://www.ifap.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.

4 years

### Special Program Designations

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

A  B  N  P  T  U

### Required Terms of Enrollment

Fall  Spring  Summer  Extended

EXISTING PROGRAM CODE TO REPLACE

Program Code FAMR-BS *CIP 19.0499* Program Description Family Resources - BS  
Institution MAN - UH Manoa Campus MAN - UH Manoa  
College 30 Department FCS  
Level UG - Undergraduate

Are current students "grandfathered" under the program code?  Yes  No  
Should the old program code be available for use in Banner?  Yes  No

Effective Fall 2017, old program code will no longer be available to admit or recruit students.  
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 2017, old program code will no longer be available to 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.*

ATTACHMENTS

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

- BOR Meeting Minutes & Supporting Documents <sup>1</sup>  Curriculum  
 Memo with President's Approval, with cc to VPAA, to change existing code <sup>2</sup>

**Chancellor Approved:** Certificates (eg. Certificate of Achievements, Certificates of Competence, Subject Certificates, Academic Subject Certificates) & Associate in Technical Studies (ATS) Degree


- Memo from Chancellor to VPAA to change existing code and create new code  Curriculum

VERIFICATIONS

**Registrar:**

Stuart Lau  April 3, 2017  
Print Name Signature Date

**Financial Aid Officer:**

Jodie Kuba  4/7/17  
Print Name Signature Date

**For Community Colleges, verification of consultation with OVPCC Academic Affairs:**

\_\_\_\_\_  
Print Name Signature Date

<sup>1</sup> Required for change in degree.

<sup>2</sup> Required for program title with no substantive change in curriculum.



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## RE: Family Resources B.S. Program Title Change

1 message

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Yee, Barbara <YeeB@ctahr.hawaii.edu>

Thu, Mar 23, 2017 at 7:37 AM

To: Jodi Chee <jodichee@hawaii.edu>

Cc: "Wendy L. Pearson" <pearsonw@hawaii.edu>, Stuart Lau <stuartl@hawaii.edu>, "Jale, Lori" <lhja@hawaii.edu>, "Tani, Jacqueline" <TaniJ@ctahr.hawaii.edu>, "Lisa Kitagawa-Akagi (lkitagaw@hawaii.edu)" <lkitagaw@hawaii.edu>

Degree to be awarded: Bachelor of Science (code and description already exists)

College to be designated as CTAHR (already exists)

Department to be designated as: FCS (Family & Consumer Sciences, already exists)

Field of Study (i.e. major).

"Human Development and Family Studies" is 37 characters. The description needs to be shortened by 7 characters to 30 characters.

Human Dev & Family Studies      OK

Need a code (four character maximum) to identify major. "HDFS" is available. OK

Need the following program information:

1. Length of program in years. Confirm that it is 4 years.
2. Minimum number of credits required. Confirm that it is 120 credits.
3. Required semesters (Fall/Spring/Summer/Extension) Yes
4. Is 50% of the program offered at a location other than the home campus. No

Will students in FAMR be allowed to continue in FAMR or will all students be moved to the new designation effective Fall 2017? All students will have the new designation of HDFS effective Fall 2017

Need to identify courses that require changes to course restrictions or prerequisites due to the new major.

All course restrictions and prerequisites will remain the same but all course alphas will be changed from FAMR to HDFS

Will the course subject FAMR continue to be used for course offerings? NO

Barbara Yee, Ph.D. (AKA Bobbie)

Professor and Chair

2515 Campus Road, Miller 110

Family and Consumer Sciences

University of Hawaii at Mānoa

Honolulu, HI 96822

yeeb@ctahr.hawaii.edu

808-956-8105

*Adapted from Proverbs of Hawaii (Olelo No'eau, Mary Kawena Pukui)*

"O ka makapo wale no ka mea hapapa I ka pouli"

Without direction in life, you'll get nowhere

"Pupukahi I holomua" Unite to move forward

*Confronting Life's Barriers, Adapted Lessons from Confucius (551 B.C. -479 B.C.)*

Our greatest glory is rising every time we fall.

When it is obvious that the goals cannot be reached, don't adjust the goals, adjust the action steps.

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**From:** Jodi Chee [mailto:jodichee@hawaii.edu]

**Sent:** Wednesday, March 22, 2017 2:57 PM

**To:** Yee, Barbara <YeeB@ctahr.hawaii.edu>

**Cc:** 'Wendy L. Pearson' <pearsonw@hawaii.edu>; 'Stuart Lau' <stuartl@hawaii.edu>

**Subject:** FW: Family Resources B.S. Program Title Change

Dear Chair Yee,

The University Registrar, Stuart Lau, is requesting clarification or confirmation on the items listed in his email below.

Could you please respond?

Thank you!

Jodi

**From:** Stuart Lau [mailto:stuartl@hawaii.edu]  
**Sent:** Wednesday, March 22, 2017 2:37 PM  
**To:** Jodi Chee <jodichee@hawaii.edu>  
**Cc:** Stuart Lau <stuartl@hawaii.edu>  
**Subject:** Re: Family Resources B.S. Program Title Change

Hi Jodi,

I am working on having the new code created in Banner. In order to request to have a new code created, the following needs to be clarified or confirmed:

Degree to be awarded: Bachelor of Science (code and description already exists)

College to be designated as CTAHR (already exists)

Department to be designated as: FCS (Family & Consumer Sciences, already exists)

Field of Study (i.e. major).

"Human Development and Family Studies" is 37 characters. The description needs to be shortened by 7 characters to 30 characters.

Need a code (four character maximum) to identify major. "HDFS" is available.

Need the following program information:

1. Length of program in years. Confirm that it is 4 years.
2. Minimum number of credits required. Confirm that it is 120 credits.
3. Required semesters (Fall/Spring/Summer/Extension)
4. Is 50% of the program offered at a location other than the home campus.

Will students in FAMR be allowed to continue in FAMR or will all students be moved to the new designation effective Fall 2017?

Need to identify courses that require changes to course restrictions or prerequisites due to the new major.

Will the course subject FAMR continue to be used for course offerings?

Any information you are able to provide is appreciated.

Thanks,

Stuart

On Tue, Mar 21, 2017 at 8:55 AM, Jodi Chee <jodichee@hawaii.edu> wrote:

Dear Chair Yee,

Attached, please find the approved memo requesting the title change for the Family Resources B.S. program. This will serve as your official document as the original will be kept in the OVCAA files.

Thank you,

Jodi Chee

Institutional Support

Assistant to the Associate Vice Chancellor for Academic Affairs

Office of the Vice Chancellor for Academic Affairs

2500 Campus Road, Hawai'i Hall 209

Honolulu, HI 96822

Phone: 808-956-7486

Fax: 808-956-7155

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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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DTS 18099



UNIVERSITY  
of HAWAII  
MĀNOA

RECEIVED

'17 MAR -9 A9:22

February 24, 2017

MEMORANDUM

TO: David Lassner  
President

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

VIA: David Lassner  
Interim Chancellor

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

Risa Dickson  
Vice President for  
Academic Planning and  
Policy

VIA: *for* Rachel Novotny   
Interim Dean and Director for Research and Cooperative Extension

VIA: Ania Wiczorek   
Interim Associate Dean for Academic and Student Affairs

FROM: Barbara Yee   
Family and Consumer Sciences Chair and Professor

SUBJECT: Family Resources B.S. Program Title Change

SPECIFIC ACTION REQUESTED:

It is requested that you approve the request to change the title of the "Family Resources" B.S. Program to a new title "Human Development and Family Studies."

ADDITIONAL COST:

An estimated \$500.00 for new marketing materials will be incurred and paid for by department funds.

RECOMMENDED EFFECTIVE DATE:

Fall 2017

PURPOSE:

Across the U.S., there are no other programs with the name/title Family Resources whereas Human Development and/or Human Development and Family Studies are

common, recognizable program names. We conducted a brief assessment across major universities and sister universities to the University of Hawai'i on the mainland that has the words "Human Development, Family Studies, Family Consumer Sciences, Family Resources, or Human Ecology" (n=79) as part of the program/department name, and discovered that *Human Development & Family Studies* (HDFS) was present in 58% of the program/departments. No other university has the program name of *Family Resources* (FamR) and only 11% has *Family Consumer Sciences* (FCS) as the department name.

The commonality of HDFS is indicated by the fact that there are established, recognized international and national conferences on Human Development and Family Studies, and not FCS or FAMR.

Using survey monkey, we polled current students in Fall 2016 regarding the proposal to change the program name from FamR to HDFS. Out of 99 responses from FAMR majors, 85.6% agree to the name change. Likewise, we sought letters of support from four community colleges that currently offer a FamR 230 Human Development course, and from two social sciences department at the UH Mānoa campus (Psychology & Social Work). The CTAHR Faculty Senate also reviewed the name change proposal and endorsed this name change on February 3, 2017. Please see attachments.

Thus, we would like to propose a request to change our program name to HDFS in order to establish a more recognizable name for the Family Resources B.S. program. In doing so, the program title will be consistent with similar national programs, thus easier search capabilities for the program and its faculty members.

#### BACKGROUND:

Under UH Executive Policy E5.201 Approval of New Academic Programs and Review of Provisional, Academic Programs, and B.S. program title, as indicated above, this program title change will not change the curriculum, but provides better recognition by potential students and faculty colleagues across the nation to the human development program at UHM. The change will also provide better possibilities for recruitment, transfer, and collaboration from other colleges and universities. The new program name of "Human Development and Family Studies" is broad enough to accommodate any future changes to the program curriculum.

In summary, this program title change will provide direct linkage between our programs for matriculation to a B.S. in the human development and/or family studies and improve the marketing of human development and family studies programs across the UH system, as well as nationally and internationally.



ACTION RECOMMENDED:

It is recommended that you approve our request to change the title of the "Family Resources" B.S. Program to a new title, "Human Development & Family Studies."

*Attachments:*

1. Letter of Support from Honolulu Community College
2. Letter of Support from Kapi'olani Community College
3. Letter of Support from Leeward Community College
4. Letter of Support from Windward Community College
5. Letter of Support from UH Mānoa School of Social Work
6. Letter of Support from UH Mānoa Department of Psychology
7. Email approval and support from CTAHR Faculty Senate

APPROVED  DISAPPROVED:

  
\_\_\_\_\_  
David Lassner  
President

3/16/17  
\_\_\_\_\_  
Date

**HONOLULU COMMUNITY COLLEGE**

September 30, 2016

Dr. Barbara Yee, Chair  
Family & Consumer Sciences Department  
University of Hawaii at Manoa  
College of Tropical Agriculture and Human Resources  
2515 Campus Road, Miller Hall 110  
Honolulu, HI 96822

Re: Family Resources (FAMR) B.S. Program – Name Change to  
Human Development & Family Studies (HDFS)

Dear Dr. Yee:

We are pleased to support UHM-CTAHR's plan to do a name change from Family Resources (FAMR) to Human Development & Family Studies (HDFS). We foresee no conflict with our own course offerings in this name change request. When the name change is approved, we intend on modifying our course alpha from FAMR to HDFS to be consistent with the UHM course alpha.

We appreciate the early notification of the planned curriculum action for the program name and course alpha changes and look forward to the approval status update.

Sincerely,



Sharon Ota, Professor  
Human Services Department  
[sharonot@hawaii.edu](mailto:sharonot@hawaii.edu)  
Phone 845-9442



UNIVERSITY of HAWAII  
**KAPĪ'OLANI**  
COMMUNITY COLLEGE

October 24, 2016

Dr. Barbara Yee  
Chair  
Family & Consumer Sciences Department  
University of Hawai'i at Mānoa  
2515 Campus Road, Miller Hall 110  
Honolulu, HI 96822

Re: Family Resources B.S. Program (FAMR) Name Change to Human Development  
& Family Studies (HDFS)

Dear Dr. Yee:

We are pleased to support Family Resources B.S. Program in CTAHR College at UHM name change from Family Resources (FAMR) to Human Development & Family Studies (HDFS). We foresee no conflict with our own offerings in this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Susan Kazama".

Susan Kazama  
Interim Vice Chancellor for Academic Affairs

Carl Hefner, Ph.D.  
Chair, Social Sciences Dept.

A handwritten signature in cursive script, appearing to read "Carl Hefner".



UNIVERSITY of HAWAII  
**LEeward**  
COMMUNITY COLLEGE

October 6, 2016

Dr. Barbara Yee  
Family & Consumer Sciences Chair  
University of Hawaii at Manoa  
2515 Campus Road, Miller Hall 110  
Honolulu, HI 92822

Re: Name Change of Family Resources Program to Human Development and Family Studies

Dear Dr. Yee:

The Social Science Division at Leeward Community College is pleased to support the Family Resources Program name change from Family Resources (FAMR) to Human Development & Family Studies (HDFS). We foresee no conflict with College's offerings in this request.

Sincerely yours,

A handwritten signature in black ink that reads "Wesley Teraoka".

Wesley Teraoka  
Social Science Chair  
Leeward Community College

University of Hawai'i

**WINDWARD COMMUNITY COLLEGE**

October 8, 2016

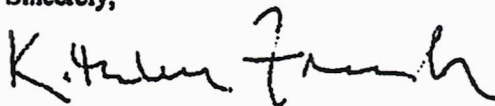
Dr. Barbara Yee, Chair  
Family & Consumer Sciences Department  
University of Hawaii, Manoa  
2515 Campus Road, Miller Hall 110  
Honolulu, HI 96822

**Re: Family Resources B.S. Program (FAMR) Name Change to Human Development & Family Studies (HDFS)**

Dear Dr. Barbara Yee:

We are pleased to support Family Resources B.S. Program in CTAHR College at UHM name change from Family Resources (FAMR) to Human Development & Family Studies (HDFS). We foresee no conflict with our own offerings in this request.

Sincerely,



Kathleen French, Social Sciences Chair



Charles Sasaki, Dean of Academic Affairs, Division II



UNIVERSITY  
of HAWAII  
MĀNOA

December 12, 2016

Dr. Barbara Yee  
Family & Consumer Sciences Department Chair  
University of Hawai'i, Mānoa  
2515 Campus Road, Miller Hall 110  
Honolulu, HI 96822

Re: Family Resources B.S. Program (FAMR) Name Change to Human Development & Family Studies (HDFS)

Aloha Dr. Yee,

It is my pleasure to support the Family Resources B.S. Program in CTAHR College at UHM name change from Family Resources (FAMR) to Human Development & Family Studies (HDFS). This name change reflects an alignment with other programs across the US continent. At this point I see no conflict with our own offerings for the BSW program at UH Mānoa.

Mahalo,

A handwritten signature in black ink, appearing to read "Michael C. DeMattos".

Michael C. DeMattos, MSW, ACSW  
BSW Program Chair  
Myron B. Thompson School of Social Work  
University of Hawai'i at Mānoa  
Gartley Hall, room 006  
2430 Campus Road  
(808) 956-6135  
mdmattos@hawaii.edu



UNIVERSITY  
of HAWAII  
MĀNOA

January 3, 2017

Dr. Barbara Yee  
Chair  
Family & Consumer Sciences Department  
University of Hawaii, Manoa  
2515 Campus Road, Miller Hall 110  
Honolulu, HI 96822

Re: Family Resources B.S. Program (FAMR) Name Change to Human Development & Family Studies (HDFS)

Dear Dr. Barbara Yee:

We are pleased to support Family Resources B.S. Program in CTAHR College at UHM name change from Family Resources (FAMR) to Human Development & Family Studies (HDFS). We foresee no conflict with our own offerings and with the psychology program at UH Manoa in this request.

Sincerely,

A handwritten signature in black ink that reads "Ashley E. Maynard".

Ashley E. Maynard, Ph.D.  
Professor & Chair

2530 Dole Street, Sakamaki C400  
Honolulu, Hawaii 96822  
Telephone: (808) 956-8414 Fax: (808) 956-4700  
Email: psych@hawaii.edu

**From:** [Le, Thao](mailto:Le_Thao)  
**To:** [Yee, Barbara](mailto:Yee_Barbara)  
**Subject:** FW: CTAHR Faculty Senate endorses the name change of the FamR BS program  
**Date:** Friday, February 10, 2017 12:11:55 PM

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**From:** Kent Kobayashi [<mailto:kentko@hawaii.edu>]  
**Sent:** Monday, February 06, 2017 8:17 AM  
**To:** Le, Thao <[LeT@ctahr.hawaii.edu](mailto:LeT@ctahr.hawaii.edu)>  
**Cc:** Sipes, Brent <[sipes@hawaii.edu](mailto:sipes@hawaii.edu)>; Chan, Catherine (Contact) <[chanhalb@hawaii.edu](mailto:chanhalb@hawaii.edu)>; Leary, James (UH) <[learyj@hawaii.edu](mailto:learyj@hawaii.edu)>; Uchida, Janice <[juchida@hawaii.edu](mailto:juchida@hawaii.edu)>; Wang, Koon-Hui <[koonhui@hawaii.edu](mailto:koonhui@hawaii.edu)>; Cheang, Michael <[cheang@hawaii.edu](mailto:cheang@hawaii.edu)>  
**Subject:** CTAHR Faculty Senate endorses the name change of the FamR BS program

Dear Dr. Le,

Thank you very much for speaking at the CTAHR Faculty Senate meeting on February 3, 2017 about the name change of the FamR BS program.

The CTAHR Faculty Senate voted and strongly endorses your request to change the name of the FamR BS program from FamR to Human Development and Family Studies (HDFS).

Kent Kobayashi, Chair  
CTAHR Faculty Senate

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Kent Kobayashi  
TPSS Dept., Univ. of Hawaii at Manoa