

New Program Code **Modify Program Code**

Date: 12/19/2017

REQUESTOR CONTACT INFORMATION

Name Stuart Lau Campus <Select a Campus>
 Title University 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 Fall 2018

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) <u>50</u>	<u>Graduate Division</u>	<input type="checkbox"/> See Banner form STV_COLL
Department	(4) <u>ARCH</u>	<u>Architecture</u>	<input type="checkbox"/> See Banner form STV_DEPT
Degree/Certificate	(6) <u>MLA</u>	<u>Master of Landscape Arch</u>	<input checked="" type="checkbox"/> See Banner form STV_DEGC
Major	(4) <u>LAND</u>	<u>Landscape Architecture</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.

See Comments

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

IRAO USE ONLY: DATE RECEIVED

ADDITIONAL COMMENTS

There are three tracks to the program:

First Professional MLA Track (MLA I)
Length: 3 years (90 credits)

First Professional MLA Advanced Placement Track (MLA I AP)
Length: 2 years (60 credits)

Post-Professional MLA Track (MLA II)
Length: 2 years (54 credits)

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

12/19/17

Date

Financial Aid Officer
(Print Name)

Jodie Kuba



Signature

12/19/2017

Date

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

Suzette Robinson

Signature

Date



Fwd: FW: Master of Landscape Architecture

1 message

Wendy Pearson <pearsonw@hawaii.edu>
To: Stuart Lau <stuartl@hawaii.edu>

Tue, Dec 12, 2017 at 10:26 AM

Aloha,

Did I send this to you already?

Wendy L. Pearson, Program Officer
Office of the Vice Chancellor for Academic Affairs
University of Hawai'i at Mānoa
2500 Campus Road, Hawaii Hall 209
Honolulu, HI 96822
(808) 956-6145 / FAX (808) 956-7115
<http://www.manoa.hawaii.edu>

----- Forwarded message -----

From: **Judith Stilgenbauer** <jstilg@hawaii.edu>
Date: Tue, Dec 5, 2017 at 3:19 PM
Subject: RE: FW: Master of Landscape Architecture
To: Daniel Friedman <dsf4114@hawaii.edu>, Jodi Chee <jodichee@hawaii.edu>
Cc: Wendy Pearson <pearsonw@hawaii.edu>, Eva Sekimoto <sekimoto@hawaii.edu>

Aloha Daniel and Jodi,

Our messages must have crossed in the ether. I had just sent the following to Wendy Pearson, but will now include all:

Here're my comments, answers, some additional info, and a few questions for clarification:

Degree to be awarded: Master of Landscape Architecture

123456789012345678901234567890

Master of Landscape Arch

College: 50 (Graduate Division, already exists)

Department: ARCH (already exists)

Field of Study (i.e. major):

Landscape Architecture

Four-character code to identify major:

LAND

- 1. Length of program in years.**
- 2. Minimum number of credits required.**

The MLA degree program includes 3 program tracks. The tracks vary in length and minimum credit count as follows:

First-professional MLA Track (**MLA I**):
3 years, 90 credits

First-professional MLA Advanced Placement Track (**MLA I AP**):
2 years, 60 credits

Post-professional MLA Track (**MLA II**):
2 years, 54 credits

-

During admissions, applicants will be placed into one of these degree tracks, depending on type of prior degrees. It would be ideal, if we could track LAND students accordingly, but I of course don't know if that's possible.

3. Required semesters (Fall/Spring/Summer/Extension)

Currently: Fall/Spring

What happens if in the future we would like to add summer/extension courses?

4. Is 50% of the program offered at a location other than the home campus.

No

Courses that require changes to course restrictions or prerequisites.

We took care of prerequisites during the last round of UHM forms.

LAND major restriction would need to be added to the following courses:

- ARCH/TPSS 352 Landscape Architecture History
- ARCH 381 Landform and Water
- ARCH 483 Urban Ecological Analysis and Design

- ARCH 484 Plants in Design
- ARCH 631 Design Communication for Landscape Architects
- ARCH 633 Computer Applications in Landscape Architecture
- ARCH 634 Plant Identification and Use
- ARCH 635 Landscape Materials and Construction
- ARCH 636 Landscape Architectural Professional Practice
- ARCH 651 Fundamentals of Landscape Design Studio
- ARCH 652 Site Design Studio
- ARCH/PH 682 Building Well-Being: Health and the Built Environment
- ARCH 690 Special Topics Seminar
- ARCH 699 Directed Work: Thesis Prep
- ARCH 695 Applied Theories of Landscape Architecture
- ARCH 696 Special Topics in Landscape Architecture
- ARCH 700 MLA Thesis
- ARCH 739 Research Methods Seminar
- ARCH 743 Architecture Studio IV: Urban Design
- ARCH 761 Ecology, Community, and Design
- ARCH 763 Advanced Project Design Studio: Comprehensive
- ARCH 764 Capstone Design Research Studio
- TPSS / ARCH 658 Environmental Landscape Technologies and Systems
- TPSS / ARCH 656 Environmental and Cultural Landscape Studio
 - PLAN 620 Environmental Planning & Policy

Happy to provide any additional MLA info that may be needed.

Mahalo,

Judith

Judith Stilgenbauer, ASLA

Associate Professor & MLA Program Director-Designate

University of Hawaii at Manoa School of Architecture

www.arch.hawaii.edu

808-956-7227

From: Daniel Friedman [mailto:dsf4114@hawaii.edu]

Sent: Tuesday, December 5, 2017 3:15 PM

To: Jodi Chee <jodichee@hawaii.edu>

Cc: Judith Stilgenbauer <jstilg@hawaii.edu>; Wendy Pearson <pearsonw@hawaii.edu>; Eva Sekimoto <sekimoto@hawaii.edu>

Subject: Re: FW: Master of Landscape Architecture

Dear Jodi,

Thank you for this message. Allow me to consult Judith by way of copy, since I'm sure she can make short work of your query.

Standing by if I can be further assistance.

Highest regards,

Daniel

DANIEL S. FRIEDMAN PHD FAIA

DEAN / ACSA DISTINGUISHED PROFESSOR / SCHOOL OF ARCHITECTURE / UNIVERSITY OF HAWAI'I AT MĀNOA

This email and any files transmitted with it are confidential and intended solely for the addressee(s). *Please do not forward.*

On Tue, Dec 5, 2017 at 2:47 PM, Jodi Chee <jodichee@hawaii.edu> wrote:

Hi Dan,

Could you review below email we received from the University Registrar Stuart Lau and let us know how you would like to proceed with the suggested "Master of Landscape Arch".

Also, Stuart is asking for some additional information, so if you could please provide us with responses.

Thank you,

Jodi

From: Stuart Lau [mailto:stuartl@hawaii.edu]
Sent: Tuesday, December 5, 2017 1:47 PM
To: jodi chee <jodichee@hawaii.edu>
Cc: Wendy L. Pearson <pearsonw@hawaii.edu>
Subject: Master of Landscape Architecture

Hi Jodi,

I am working on have 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: Master of Landscape Architecture

Note: Length is limited to 30 characters. Here are some suggestions

123456789012345678901234567890

Master of Landscape Arch

College to be designated as 50 (Graduate Division, already exists)

Department to be designated as ARCH (already exists)

Field of Study (i.e. major).

Confirm that "Landscape Architecture" is acceptable.

Need a four character code to identify major.

The following codes are already assigned and the description cannot be changed:

- LAN (Language)

Need the following program information:

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

Need to identify courses that require changes to course restrictions or prerequisites.

Any information you are able to provide is appreciated.

Thanks,

Stuart

--

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

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Master of Landscape Architecture

1 message

Stuart Lau <stuartl@hawaii.edu>
To: jodi chee <jodichee@hawaii.edu>
Cc: "Wendy L. Pearson" <pearsonw@hawaii.edu>

Tue, Dec 5, 2017 at 1:47 PM

Hi Jodi,

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

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Note: Length is limited to 30 characters. Here are some suggestions

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Master of Landscape Arch

College to be designated as 50 (Graduate Division, already exists)
Department to be designated as ARCH (already exists)

Field of Study (i.e. major).
Confirm that "Landscape Architecture" is acceptable.
Need a four character code to identify major.
The following codes are already assigned and the description cannot be changed:
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Need the following program information:
1. Length of program in years.
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3. Required semesters (Fall/Spring/Summer/Extension)
4. Is 50% of the program offered at a location other than the home campus.

Need to identify courses that require changes to course restrictions or prerequisites.

Any information you are able to provide is appreciated.

Thanks,
Stuart

--

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

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UNIVERSITY
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MĀNOA

November 6, 2017

MEMORANDUM

TO: Stuart Lau, Registrar
Office of Admissions and Records

FROM: *File* Michael Bruno *T. Nakashima*
Interim Vice Chancellor for Academic Affairs,
and Vice Chancellor for Research

SUBJECT: Establishment of a Master of Landscape Architecture Degree
in the School of Architecture

The Board of Regents has approved the establishment of a Master of Landscape Architecture degree in the School of Architecture, effective Fall 2018. The appropriate pages from the Board minutes will be sent to you when available. Please proceed in creating the Banner major code so that the School may begin recruiting students for Fall 2018.

If you have questions about this new provisional degree program, please contact Wendy Pearson, Program Officer, at 956-6145.

C: Dean Friedman
Dean Aune
Director Iboshi
Catalog Coordinator Nakashima
FAS Director Kuba

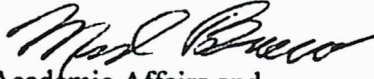


UNIVERSITY
of HAWAII
MĀNOA

November 15, 2017

MEMORANDUM

TO: Roxie Shabazz
Assistant Vice Chancellor for Enrollment Management and
Director of Admissions

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

SUBJECT: Approval for Provisional Master of Landscape Architecture
at the University of Hawai'i at Mānoa

This memo is to inform your office that the Board of Regents approved the provisional status of the Master of Landscape Architecture. The effective term is **Fall 2018**. The approved proposal is attached for your information.

If you have any questions concerning this new provisional degree program, please contact Wendy Pearson, Program Officer, at 956-6146. Thank you for your attention to this matter.

Attachments

C: Vice President Straney
Dean Friedman
Dean Aune
Director Iboshi
Registrar Lau

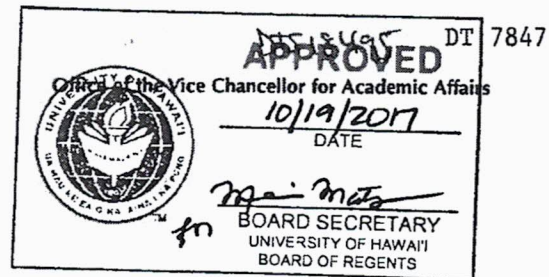


UNIVERSITY
of HAWAI'I
MĀNOA

UNIVERSITY OF HAWAII
BOARD OF REGENTS

17 SEP 25 11:09

September 8, 2017



RECEIVED

MEMORANDUM

TO: Jan Naoe Sullivan
Chair, Board of Regents '17 SEP 25 110:51

VIA: David Lassner *David Lassner* UNIVERSITY OF HAWAII
President PRESIDENT'S OFFICE

VIA: Donald Straney *Donald D. Straney*
Vice President for Academic Planning and Policy

VIA: David Lassner *David Lassner*
Interim Chancellor

FROM: Michael Bruno *Michael Bruno*
Interim Vice Chancellor for Academic Affairs
and Vice Chancellor for Research

SUBJECT: REQUEST APPROVAL OF PROVISIONAL MASTER OF LANDSCAPE
ARCHITECTURE AT THE UNIVERSITY OF HAWAI'I AT MĀNOA

SPECIFIC ACTION REQUESTED:

It is requested that the Board of Regents approve as provisional the Master of Landscape Architecture in the School of Architecture at the University of Hawai'i at Mānoa.

RECOMMENDED EFFECTIVE DATE:

Effective Fall 2018.

ADDITIONAL COST:

No additional costs are associated with this request.

PURPOSE:

To establish a professional graduate program in landscape architecture.

BACKGROUND:

Board of Regents' Policy 5-1a (1) states that "The Board shall approve the establishment of all new instructional programs granting academic credit leading to a degree or credential."

13 SEP 15 0:42

2500 Campus Road, Hawai'i Hall 209
Honolulu, Hawai'i 96822
Telephone: (808) 956-8447
Fax: (808) 956-7115

An Equal Opportunity/Affirmative Action Institution

Significance/Contribution of this Degree:

No landscape architecture degree programs exist in the UH system or in the State of Hawai'i. An accredited professional degree in landscape architecture, such as the MLA, is needed for licensure. A professional license is required to practice landscape architecture. Focused on ecological and social sustainability by design, the proposed MLA program will uniquely position its graduates to make essential professional contributions needed to maintain and enhance a beautiful, healthy, resilient, and prosperous Hawai'i within its complex Asia-Pacific and global context.

Cost and resource allocation/reallocation implications:

Internal resources will be reallocated to start the program. No new general funds are required to launch the MLA and operate its first cycle. Once established, requests for additional FTE would be enrollment-driven, dependent on growth, subject to revenues, and consistent with evolving strategic priorities of the school.

Demand projections:

The U.S. Department of Labor regards landscape architecture as a fast-growing profession and projects significant employment growth. In many Asian countries, China in particular, this growth rate is even higher. According to the 2014 publication *Employment Projections for Industries & Occupations* (State of Hawai'i Department of Labor and Industrial Relations), from 2012 to 2022 the total number of long-term jobs for landscape architects in the state is forecast to increase from 270 (in 2012) to an expected 300 (in 2022), which represents a 11.2% growth projection with, on average, 10 openings for landscape architects per year. This increase exceeds, for example, the growth projected for architect positions (5.2%) during the same period. The planned enrollment numbers and demand are aligned with these projections.

Accreditation impact (if any):

Upon graduation of its first MLA I class, the program will apply for Landscape Architectural Accreditation Board (LAAB) accreditation. LAAB program accreditation, once granted, will be retroactive and include the first graduating class. The proposed MLA degree is not expected to interfere with the School of Architecture's NAAB accreditation (DArch program) or UH Mānoa's accreditation by the Western Association of Schools and Colleges (WASC). In fact, the MLA will support the existing DArch's NAAB accreditation by providing additional potential electives for architecture students. LAAB recognizes WASC as a regional accreditation agency.

Examples (2-3) of similar models from peer institutions:

University of California at Berkeley, College of Environmental Design: MLA
University of Washington, College of Built Environments: MLA
Harvard University, Graduate School of Design: MLA

Similar Programs at other UH campuses (if there is duplication, why is this program necessary):

No landscape architecture degree programs exist in the UH System or in the state. While related disciplines such as architecture, urban planning and tropical plant and soil sciences at UH Mānoa offer selected courses related to landscape architecture and professional design/planning degree options, those degrees are not recognized by the Landscape Architectural Accreditation Board (LAAB) and thus do not typically suffice for landscape architectural licensure.

Statement from campus administration of the program's strategic value within UH priorities.

The new MLA degree promises to increase graduate enrollment in the School of Architecture up to fifteen percent when fully subscribed; and more significantly it will will enrich Hawai'i's professional built environments workforce by training its and subsequent generations of professional, licensed landscape architects.

Impact of program change request on campus budget allocations and mission priority. The MLA Program will have no impact on central resources, but will generate new SSH and tuition revenues for both the School of Architecture and allied departments, such as the Department of Urban and Regional Planning.

ACTION RECOMMENDED:

It is recommended that the Board of Regents approve as provisional the Master of Landscape Architecture in the School of Architecture at the University of Hawai'i at Mānoa.

Attachments

c: Executive Assistant to the Board of Regents Melissa Matsuura
Dean Krystyna Aune
Dean Friedman

NEW PROGRAM RESOURCE TEMPLATE

This template identifies new resources needed to implement the proposed program and its relationship to the existing departmental/division resources. Please include an explanation of this analysis in your program proposal narrative.

Part I: Program Overview

Campus: UH Mānoa

Proposed degree/certificate: **Master of Landscape Architecture (MLA)**

Expected first term to offer new program: **Fall 2018**

College/Department/Division: **School of Architecture**

Programs currently offered by the College/Division: **Bachelor of Environmental Design (BEnvD), Doctor of Architecture (DArch)**

	Previous Year	Current Year	Projected Year 1	Projected Year 2	Projected Year 3	Projected Year 4	Comments
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
A. ENROLLMENT (Fall Headcount)							
Projected: MLA		n/a	12	28	44	46	
Undergraduate (BEnvD)	187	186	188	190	190	190	BOR approved in 2014
Graduate (DArch)	39	51	60	65	65	65	
B. COMPLETION (Annual)							
Projected: (MLA)		n/a	0	6	12	14	
Undergraduate (BEnvD)	32	16*	33	35	40	40	*Data incomplete for spring 2017
Graduate (DArch)	21	4*	20	25	25	25	*Data incomplete for spring 2017
C. COURSES, SECTIONS, SSH (Annual)							
Projected New Courses		n/a	4	3	4	0	
Projected New Sections		n/a	4	3	4	0	
Projected New Course SSH		n/a	216	144	252	0	
Current Courses Offered	62	60	62	66	69	73	
Current Sections Offered	116	116	116	120	123	127	
Current Annual SSH	5,044	4,620	4,800	5,016	5,160	5,412	

Part II: Program Resources

D. CURRENT RESOURCES/FUNDING	2016-17	E. CURRENT ACADEMIC PERSONNEL	2016-17	2017-18 available later this summer
Tuition/Special Fund Allocation	\$860,350	Current Faculty FTE	17	Includes "T" positions
General Fund Allocation	\$1,549,603	Current Faculty Salaries (\$)	\$1,591,411	Includes fringe for "T" positions
Summer Session Allocation	\$612,957	Current Lecturers (\$)	\$58,441	Includes fringe
Program/Course Fee Allocation	\$249,000	Current Graduate TAs	0	

F. PROJECTED ACADEMIC PERSONNEL (I-Faculty)	Current Year	Projected Years			Comments	
	2017-18	2018-19	2019-20	2020-21		2021-22
Projected New Faculty FTE	n/a	0	0.5	1	0	"T" or tenure-track positions
Projected New Faculty Salaries (\$)	n/a	0	\$40,000	\$80,000	0	
Projected New Lecturers (\$)	n/a	16,200	\$21,600	\$32,400	\$32,400	PT Lecturers
Projected New Graduate TAs	n/a	0	0	0	0	

G. TOTAL NEW PROGRAM RESOURCES (e.g., new positions, lecturers, equipment or software for labs, accreditation fees, insurance, compliance costs, reporting, vendor contracts, etc.)	2017-18	2018-19	2019-20	2020-21	2021-22	TOTAL: \$169,600
Additional faculty from 2019-20	n/a	0	\$40,000	\$80,000	\$0	
Additional lecturer from 2018-19	n/a	\$16,200	\$21,600	\$32,400	\$32,400	
Accreditation application, dues	\$500	\$2,500	\$1,000	\$1,000	\$3,500	LAAB candidacy application & continuing MLA accreditation
Facilities & Equipment	n/a	\$2,000	\$5,000	\$10,000	\$10,000	See H. below
Total New Resources Needed	\$500	\$20,700	\$67,600	\$123,400	\$45,900	\$169,600

H. Indicate if new facilities are needed to support the proposed program (include any off-campus facilities)

During the first years, existing spaces will be sufficient. As the program ripens, we will augment and update physical spaces and equipment to accommodate the needs of MLA students. Differential tuition will help fund these additions and improvements.

I. Explain how new program resources will be funded (e.g., reallocation, grants, contracts)

Internal reallocation of resources to start the program, development of MLA-related revenue-generating extension courses; and advancement initiatives.

J. Indicate if there are other significant resources anticipated beyond the projected years

No new general funds are required to launch the MLA program and operate its first cycle. Once established, requests for additional FTE would be enrollment-driven, dependent on growth, subject to revenues, and consistent with evolving strategic priorities of the school.

K. ADDITIONAL COMMENTS: