

IRAO OFFICE USE ONLY	
Received	9/28/16
In Banner	
MTVCOMP/Codeset	
Master Curriculum	
CIP Code	
Program Code	
Program Description	

University of Hawai'i
Code Request Form for Academic Programs for

Reset Form

NEW OR MODIFY PROGRAM CODE



New Program Code



Modify Program Code

Date: 9/27/16

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 GR - Graduate Effective Term Fall 2016

	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>MB</u>	<u>Marine Biology</u>	<input type="checkbox"/> See Banner form STV_DEPT
Degree/Certificate	(6) <u>MS</u>	<u>Master of Science</u>	<input type="checkbox"/> See Banner form STV_DEGC
Major	(4) <u>MBS</u>	<u>Marine Biology</u>	<input 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: MB-MS

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.

3.000 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

ADDITIONAL COMMENTS

Create new program code MBS-MS to identify program as being attached to the School of Ocean, Earth Science and Technology

ATTACHMENTS

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

BOR Meeting Minutes & Supporting Documents Curriculum

Chancellor Approved: Certificates related to authorized BOR program & Associate in Technical Studies (ATS) Degree

Memo from Chancellor to notify VPAA about new program Curriculum

For new certificates approved by the Chancellor, the related BOR authorized academic program is:

VERIFICATIONS

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

Registrar:

Stuart Lau

Print Name



Signature

9/27/16

Date

Financial Aid Officer:

Jodie Kuba

Print Name



Signature

9/27/16

Date

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

Print Name

Signature

Date

Office of the Dean

MEMORANDUM

September 21, 2016

~~TO:~~ *Risa Dickson*
UH Vice President Academic Planning and Policy

To: ~~VIA:~~ *Lori Ideta*
Interim Vice Chancellor Students, UH-Manoa

Michael Bruno
Interim Vice Chancellor Academic Affairs, UH-Manoa *MB*

FROM: Brian Taylor *Brian Taylor*
Dean, School of Ocean and Earth Science and Technology

Tom Ranker *Tom Ranker*
Interim Dean, College of Natural Sciences

Krystyna Aune *Krystyna Aune*
Dean, Office of Graduate Education

SUBJECT: DESIGNATION OF TWO ACADEMIC PROGRAM CODES FOR THE JOINT MARINE BIOLOGY GRADUATE PROGRAM: ONE (MBS) FOR STUDENTS IN THE SCHOOL OF OCEAN AND EARTH SCIENCE AND TECHNOLOGY (SOEST), AND ONE (MBN) FOR STUDENTS IN THE COLLEGE OF NATURAL SCIENCES, UH MANOA (UHM)

SPECIFIC ACTION REQUESTED:

It is requested that your office approve the designation of two academic program codes for the joint Marine Biology graduate major, one (MBS) for students whose principal faculty advisor is in SOEST and another (MBN) for students whose principal faculty advisor is in the College of Natural Sciences.

RECOMMENDED EFFECTIVE DATE:

Upon approval.

PURPOSE:

To appropriately encode in student records and derived data the Marine Biology graduate majors in both SOEST and the College of Natural Sciences (CNS).

BACKGROUND:

The Marine Biology Graduate Program (M.S. and Ph.D.) at UHM was approved by the Board of Regents in May 2012 as a degree program jointly offered and administered by SOEST and CNS. It has proven quite popular. By last spring there were 70 majors, 45 with SOEST advisors and 25 with CNS advisors, of which 14 had graduated, such that there were 56 enrolled majors, 38 with SOEST advisors and 18 with CNS advisors. This Fall, there are 37 MB graduate majors with SOEST advisors and 21 with CNS advisors.

Unfortunately, the records of all these students have yet to correctly reflect their joint degree status and principal advisor's affiliation. In Banner, their Program Code is (PhD, or) MS – MB, which translates to MB Major, MS Degree, College 50 (Grad. Ed.) and Manoa Campus. These records are archived in the ITS Operational Data Store and from there are pulled by System IRO to produce three census Tables: Admission, Base/ Enrollment, and Degree. In translating the MB and College codes, IRO's MTVComp look-up table assigns all MB graduates to only one College (CNS) in their 3 census Tables.

These Tables and data are used to produce IPEDS reports, majors and graduates by College, including (for consistency) by the Manoa IRO. At this time, with the Marine Biology Graduate Program now in its fourth year, no MB students have been recorded as with SOEST, though they are actually the majority.

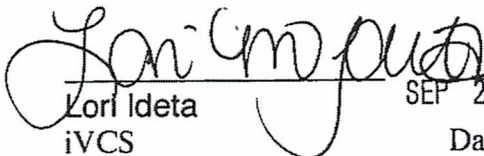
After consultation with MIRO, IRO, Manoa's Registrar and yourself, the proposed solution is to encode Marine Biology graduate student records in Banner with two academic program codes: MBS for those with advisor's in SOEST; MBN for those with advisor's in CNS. Then the MTVComp look-up tables can be modified to correctly assign students to each School/College.

ACTION RECOMMENDED:

It is recommended that your offices approve the designation of two academic program codes for the joint Marine Biology graduate major, one (MBS) for students whose principal faculty advisor is in SOEST and another (MBN) for students whose principal faculty advisor is in the College of Natural Sciences.

APPROVED / DISAPPROVED:

APPROVED / DISAPPROVED:


Lori Ideta
iVCS
SEP 26 2016
Date


Michael Bruno
iVCAA
9/27/16
Date

Cc: VPAPP Risa Dickson
UHM Registrar Stuart Lau
IRAO Director Pearl Iboshi