

New Program Code       Replace Program Code      Date: \_\_\_\_\_

**REQUESTOR CONTACT INFORMATION**

Name \_\_\_\_\_ Campus \_\_\_\_\_  
 Title \_\_\_\_\_ Email \_\_\_\_\_  
 Office/Dept \_\_\_\_\_ Phone \_\_\_\_\_

**NEW PROGRAM CODE TO CREATE**

Institution \_\_\_\_\_ Campus \_\_\_\_\_  
 Level \_\_\_\_\_ Effective Term \_\_\_\_\_

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) _____	_____	<input type="checkbox"/> See Banner form STV_COLL
Department	(4) _____	_____	<input type="checkbox"/> See Banner form STV_DEPT
Degree/Certificate	(6) _____	_____	<input type="checkbox"/> See Banner form STV_DEGC
Major <del>Major Concentration</del>	(4) <b>SSCI</b> _____	<b>Social Science</b> _____	<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: \_\_\_\_\_

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.*

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

**EXISTING PROGRAM CODE TO REPLACE, IF APPLICABLE**

Program Code _____	Program Description _____
Institution _____	Campus _____
College _____	Department _____
Level _____	
Are current students "grandfathered" under the program code? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Should the old program code be available for use in Banner? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Effective <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> , old program code will no longer be available to admit or recruit students.	
Term (ie. Fall 2020)	
<i>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.</i>	
Effective <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> , old program code will no longer be available to award degree to students.	
Term (ie. Fall 2020)	
<i>This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules.</i>	

**ATTACHMENTS**

**BOR Approved:** Sole-credential Certificate, Associate, 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

<p><b>CERTIFICATES ONLY: Please check one (1) statement.</b> This certificate is a...</p> <p><input type="checkbox"/> BOR approved certificate. BOR Meeting/Approval Date: _____</p> <p><input type="checkbox"/> Chancellor approved within an authorized BOR program. BOR Program: _____</p> <p><input type="checkbox"/> Chancellor approved CO in accordance with UHCCP 5.203, Section IV.B.10.</p>
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**VERIFICATIONS**

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

<p><b>Registrar</b> (Print Name)</p> <p>_____</p>	<p><b>Financial Aid Officer</b> (Print Name)</p> <p>_____</p>	<p><b>For Community Colleges, verification of consultation with OVPCC Academic Affairs:</b></p> <p>_____</p>
Signature	Date	Date
Signature	Date	Date

**ADDITIONAL COMMENTS**

Proposal Information

Workflow Status

In Progress

collapse ▾

Form Submission, Proposer

Submitted for Approval | Proposer

✓ Orlando Garcia-Santiago | 11/11/2022 8:20 PM

Division, Social Sciences

Approved | Division Chair

✓ Orlando Garcia-Santiago | 11/11/2022 8:22 PM

All Division Chairs, All Division Chairs

Notification Sent | Division Chairs

- 📧 Linda Randall
- 📧 William Puette
- 📧 Sharla Hanaoka
- 📧 Mary Heller
- 📧 Kristina Lu
- 📧 Orlando Garcia-Santiago
- 📧 Esther Widiasih
- 📧 Yasmine Romero

Assessment, Assessment

Acknowledged | Assessment/WSCUC

✓ Rebecca Romine | 11/23/2022 10:32 AM

VCAA, VCAA

Notification Sent | VCAA

📧 Jeffrey Moniz

Catalogue Coordinator, Catalogue Coordinator

Approved | Catalogue Coordinator

✓ Terri Ota

New certificate - only online. Presented to DCs 9/19/22.

11/28/2022 8:27 AM

Curriculum Committee, Curriculum Committee

Notification Sent | Curriculum Committee Members

📧 Holly Itoga

Curriculum Committee Chair, Curriculum Committee

Sent Back | Curriculum Committee Chair

↩ Masahide Kato

Please add and/or revise descriptions for the sake of clarification in the following three areas: 2.4 (Reasons for program changes): There should be an explanation about the fact that this is a Chancellor-approved certificate and not a stand-alone certificate. Students have to be in the degree program to take this certification 3.7 (Program/Certificate Requirement): Please clarify that for both statistics and theory requirements, 6 credits out of 9 credits must come from upper-division courses. 3.13 (Entrance Requirements) and 3.14 (Satisfactory Progress Requirements): Since GPA stands for (Grade Point Average), please use the "grade of B or higher" for both the entrance and progress requirements.

12/15/2022 1:56 PM

Form Submission, Proposer

Submitted for Approval | Proposer

✔ Orlando Garcia-Santiago | 12/18/2022 1:46 PM

Division, Social Sciences

Approved | Division Chair

✔ Orlando Garcia-Santiago | 12/18/2022 1:48 PM

All Division Chairs, All Division Chairs

Notification Sent | Division Chairs

- ✉ Linda Randall
- ✉ William Puette
- ✉ Sharla Hanaoka
- ✉ Mary Heller
- ✉ Kristina Lu
- ✉ Orlando Garcia-Santiago
- ✉ Esther Widiasih
- ✉ Yasmine Romero

Assessment, Assessment

Acknowledged | Assessment/WSCUC

✔ Rebecca Romine | 12/19/2022 5:46 AM

VCAA, VCAA

Notification Sent | VCAA

✉ Jeffrey Moniz

Catalogue Coordinator, Catalogue Coordinator

Approved | Catalogue Coordinator

✔ Terri Ota

returned by Curriculum for updates and resubmitted.

12/18/2022 2:54 PM

Curriculum Committee, Curriculum Committee

Notification Sent | Curriculum Committee Members

 Holly Itoga

Curriculum Committee Chair, Curriculum Committee

Approved | Curriculum Committee Chair

 Masahide Kato

Good to go!

12/20/2022 3:20 PM


Distance Education, Distance Education

Approved | DE Chair

 Jonathan Schwartz | 2/23/2023 1:58 PM

Faculty Senate, Faculty Senate

Approved | Faculty Senate Chair

 Gleniss Akamine | 2/23/2023 9:15 PM

VCAA, VCAA

Approved | VCAA

 Jeffrey Moniz | 3/01/2023 7:27 AM

Chancellor, Chancellor

Approved | Chancellor

 Maenette Benham | 3/01/2023 9:56 AM

Board of Regents, Board of Regents

Approved | UHWO Rep

 Terri Ota

Chancellor approved certificate, no BOR approval needed.

6/19/2023 7:14 PM

WSCUC, Assessment

Approved | WSCUC

 Terri Ota

02/14/23: WSCUC screening form submitted; no further review needed.

6/26/2023 2:42 PM

Catalogue Coordinator, Catalogue Coordinator

Waiting for Approval | Catalogue Coordinator

Terri Ota

I usually approve after I receive the program code and the catalog copy can be published.

# Social Science Health and Medicine Certificate

The goal of academic advising is to further enhance the educational mission of the university, and create quality, accessible advising partnerships with all students in a positive environment that supports student success. This advising sheet is for tracking purposes toward degree completion and is subject to change. Students also may track their academic progress via STAR Degree Check through MyUH at [myuh.hawaii.edu](http://myuh.hawaii.edu). Academic Advising appointments may be scheduled by calling [808-689-2689](tel:808-689-2689) or toll-free from neighbor islands at [866-299-8656](tel:866-299-8656).

The Social Science Health and Medicine Certificate fosters a transdisciplinary perspective on health and medicine where students learn from a broad range of disciplines how to gather, analyze and interpret data using both qualitative and quantitative methodologies techniques and together with social science health related theories, apply them to complex health questions at the individual and community level. The study of research design, data analysis, statistics and theory in the context of health helps strengthen the critical thinking skills vital for complex decision-making in health. The acquisition of these skills place students in a competitive position in a labor market that requires not only the mastery of specific skill sets, but also the flexibility to respond to changing jobs and job requirements. The certificate enhances students primary degree by preparing them for graduate-level social science research on health and medicine related topics as well as students interested in applying for medical school with their MCAT exam or pursue careers in public health, nursing, health policy, health related non-profit organizations, substance abuse/mental health and allied health care services in Hawai'i or the wider Pacific.

This 18-credit certificate is delivered through distance learning. To obtain the certificate, students must be admitted to the program with a 3.0 GPA average and maintain this GPA in all approved certificate health and medicine-related courses.

Students design their own transdisciplinary curriculum from a broad range of disciplines including: Anthropology, Economics, Political Science, Psychology, Sociology, Applied Science Concentrations (Hawaiian Indigenous Health and Healing, Health Information Management, Health Professions, Respiratory Care, and Sustainable Community Food Systems), Health Sciences, and Public Administration (Community Health, Healthcare Administration, Long Term Care).

## Health Related Research Overview Requirement: 9 credits

Take nine (9) credits (six (6) outside the student's concentration/program) that focus on health-related research intended to provide students with basic training on research design and the range of quantitative and qualitative data collection and data management techniques and skills (i.e., the use of SPSS and NVivo).

NOTE: Where there is an overlap in requirements, students may "double count" courses in their major with this program (these do not carry additional credits). Courses can also be taken elsewhere in the UH System. UHWO offers the following Health Related Research classes:

ANTH 379 Community-Engaged Research and Anthropology (3)  
 HIM 309 Healthcare Statistics and Data Analytics (3)  
 BIOL 365 Research Methods (3)  
 HLTH 350 Biostatistics (3)  
 HLTH 470 Research Methods for Indigenous Well-Being (3)  
 NSCI 200 Transdisciplinary Intro to Research Methods (3)  
 PSY 212 Survey of Research Methods (3)  
 PUBA 308 Community Engaged Research Methods (3)

PUBA 310 Research Methods in the Public Sector (3)  
 PUBA 341 Stats for Dec Making in PUBA (3)  
 SOC 300 Principles of Sociological Inquiry (3)  
 SOC 479 Applied Sociology: CBPR in Health (3)  
 SSCI 210 Statistical Analysis I (3)  
 SSCI 301 Methods and Techniques in Social Science (3)  
 SSCI 317 Fieldwork and Qualitative Method (3)  
 SSCI 410 Statistical Analysis II (3)

Credits	Course Alpha / Number / Title
3	
3	<i>(outside the student's concentration/program)</i>
3	<i>(outside the student's concentration/program)</i>

## Health Related Theory Requirement: 9 credits

Take nine (9) health related theory credits (two\* outside the student's concentration) designed to provide basic knowledge on social science health related theory aim at understanding the sociocultural factors that contribute to population health inequalities and the social and cultural influences that shape medical authority, knowledge, and patient experiences with illness and treatment.

NOTE: Where there is an overlap in requirements, students may "double count" courses in their major with this program. (These do not carry additional credits.) Courses can also be taken elsewhere in the UH System. UHWO offers the following Health Related Theory classes:

- |   |  |
|---|--|
| ANTH 364 Archaeology of Sex and Gender in Oceania (3)                             | PUBA 345 Foundations of Gerontology (3)          |
| ANTH 427 Health Food and Society (3)  | PUBA 338 Cultural Competence in Health Care (3)  |
| ANTH 425 Medical Anthropology (3)   | PUBA 446 Contemp Issues in Health Care (3)       |
| ANTH 415 Human Ecological Adaptation (3)  | PUBA 477 Health Care Ethics (3)                  |
| ECON 334 Economics of Health (3)  | SCFS 300 Survey of SCFS in Hawaii (3)            |
| HLTH 204 Intro to Hawaiian and Indig Health and Healing (3)                       | SCFS 484 Agriculture, Food and Human Values (3)  |
| HLTH 205 Hawaiian Ways of Healing (3)   | SCFS 485 Cross-Cultural Environmental Ethics (3) |
| HLTH 360 Health Disparities and Pacific Peoples (3)                               | SOC 309 Sociology of the Body (3)                |
| HLTH 395 Health and Wellness (3)  | SOC 311 Social Stratification (3)                |
| HLTH 450 Theories of Wellness and Disease Across Cultures: Hawai'i and Beyond (3) | SOC 315 Digital Society and Big Data (3)         |
| POLS 335 Politics of Food (3)   | SOC 324 Race & Ethnic Relations (3)              |
| POLS 336 Politics of Water (3)  | SOC 334 Deviant Behavior (3)                     |
| PSY 245 Health Psychology (3)   | SOC 353 Sociology of Aging (3)                   |
| PSY 302 Psychology of Sex and Gender (3)  | SOC 354 Medical Sociology (3)                    |
| PSY 352 Varieties of Sexual Expression (3)  | SOC 355 Death, Dying and Bereavement (3)         |
| PSY 473 Psychology of Healing (3)   | SOC 362 Gender, Culture, and Society (3)         |
| PSY 474 Culture and Mental Illness (3)  | SOC 369 Men and Masculinities (3)                |
| PUBA 319 Survey of Long-Term Care (3)   | SOC 431 Juvenile Delinquency (3)                 |
| PUBA 334 The Intersection of Community & Global Health (3)                        | SOC 451 Analysis of Marriage and Family (3)      |
|   | SOC 412 Analysis in Population and Society (3)   |
|   | SOC 469 Sociology of Sexuality (3)               |

Credits	Course Alpha / Number / Title
3	
3	<i>(outside the student's concentration/program)</i>
3	<i>(outside the student's concentration/program)</i>

**NOTES:** the faculty contacts for this certificate are:

- Dr. Orlando García-Santiago, Associate Professor ([garciao@hawaii.edu](mailto:garciao@hawaii.edu))
- Dr. Christina Mello, Associate Professor ([melloc@hawaii.edu](mailto:melloc@hawaii.edu))



## Section 1: Process Information

These guidelines set forth a process by which academic departments through their respective colleges can request recognition as a fully online program. Fully online programs will have a major and/or program code that ends in "D". Therefore, students in these programs would only be able to register for online courses, be exempt from health records requirements for TB and immunizations, and be exempt from select student fees to the extent that executive policy allows.

A fully online program is defined for this process as a credit program consisting of all online courses which have no in-person requirements (i.e. testing, on-campus labs or residences). The only exceptions to this definition include: an orientation at the beginning of the program, practicums and field experience (upfront disclosure to prospective students required).

In order for a program to be recognized as fully online, the following criteria must be met:

1. UH departments and faculty must complete their internal campus specific procedures to request a program delivered fully online.
2. The fully online program must have an approved substantive change or administrative approval from their appropriate accrediting body (WASC or ACCJC) as required.
3. Institutions offering distance education programs outside of Hawai'i must be able to document their coverage under any state authorization reciprocity agreement(s), such as SARA. If not participating in SARA, campuses must be able to provide documentation on alternative reciprocity agreements with other states.
4. Institutions that offer distance education must have processes in place through which the institution establishes that each student is the same student who participates in and completes the course or program and receives the academic credit. In addition, they must make clear in writing processes that protect student privacy.
5. UH departments and faculty should be aware of International Compliance regulations and export taxes if accepting students living in foreign countries, and may want to seek assistance from the General Counsel prior to offering the program.
6. (*Professional licensure programs only*) - Institutions must establish a written process to determine a student's location at the time a prospective student seeks information about an academic program leading to professional licensure, or a student enrolls in, and/or an existing student notifies the institution of a change of address, for purposes of issuing the required disclosures under the rules as to whether the institution's academic program, regardless of modality, fulfills the professional licensure requirements of states in which the prospective student or enrolled student is located. Any reference to professional licensure by any UH campus should include professional or occupational licensure programs as well as certification programs. Each UH campus should make sure it is providing this direct disclosure and include a sample of its direct disclosures to current and prospective students in its policies and procedures documentation.
7. Academic and Student services must be available to the student at a distance. Additionally, distance program information should be provided on the program's website.
8. All courses in the program must be offered by an instructional method of Distance-Completely Online (DCO); the application must show that the courses on the academic program map have been available online or that the campus must demonstrate the commitment to offering the courses on the academic program map once approved. For programs with practicums or field experiences the instructional method code will not be DCO. As such, students will need to have their health clearances submitted prior to registration.
9. Fully online programs with synchronous classes should disclose this requirement to prospective students as different time zones may limit participation in live class sessions. This information should also appear on the program's website.



10. Faculty teaching modular courses in fully online programs must participate in professional development. It is also recommended that their courses complete the UH Online Course Design Review (required for 5-week courses). This training is also highly recommended for all faculty teaching courses in online programs.
11. Distance Learning programs must be continually assessed for improvement and need.
12. This request must be approved and signed by your campus Chief Academic Affairs Officer.

Please address any questions regarding this form to [uhdl@hawaii.edu](mailto:uhdl@hawaii.edu). Please include a copy of the program map or advising sheet. Upon approval by the campus Chief Academic Affairs Officer, the request form and supplementary materials should be routed to [uhdl@hawaii.edu](mailto:uhdl@hawaii.edu). Campuses must also submit a Program Code Request to IRAO for appropriate Banner code changes as the final step of the recognition process.

**Checklist of items to be submitted:**

1. Fully Online Program Recognition Request Form
2. Program Map or Advising Sheet (*should include courses available online*)

**Section 2: General Information - Please complete all information in this section**

## 1. Point of Contact:

Name: Orlando García-Santiago Title: Associate Professor/ SSCI Chair  
 Email: garciao@hawaii.edu Phone: ( 808 ) 349 - 4404

2. Campus: UH West Oahu3. College/Department Name: Social Science Division4. Program Name: Social Science Health and Medicine Certificate

## 5. Award(s) (mark all that apply):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Associate in Applied Science   | <input type="checkbox"/> Bachelor of Applied Science       | <input checked="" type="checkbox"/> Certificate                             |
| <input type="checkbox"/> Associate in Arts              | <input type="checkbox"/> Master                            | <input type="checkbox"/> Certificate of Achievement                         |
| <input type="checkbox"/> Associate in Science           | <input type="checkbox"/> Master in Arts                    | <input type="checkbox"/> Certificate of Competence                          |
| <input type="checkbox"/> Associate in Technical Studies | <input type="checkbox"/> Master in Science                 | <input type="checkbox"/> Certificate of Participation                       |
| <input type="checkbox"/> Bachelor                       | <input type="checkbox"/> Doctorate                         | <input checked="" type="checkbox"/> Certificate of Professional Development |
| <input type="checkbox"/> Bachelor in Arts               | <input type="checkbox"/> Academic Subject Certificate      | <input type="checkbox"/> Graduate Certificate                               |
| <input type="checkbox"/> Bachelor in Science            | <input type="checkbox"/> Advanced Professional Certificate | <input checked="" type="checkbox"/> Post-Baccalaureate Certificate          |

6. Number of required credits to earn award (include all credits not just those in the major): \_\_\_\_\_

**Section 3: Program Information**1. Which semester will the program begin as a fully online/distance program? Fall 2023  
year (yyyy)

2. If a certificate, will the certificate be available for students to select as their planned course of study on the application for admission or must the student be enrolled in a parent program (if so which program)?

- N/A (not a Certificate)  
 Certificate available to select on admission application  
 Certificate under Parent Program Program Name: Bachelor of Arts in Social Sciences

3. Is this program financial aid eligible?  Yes  Noa) If yes, has the Director of Financial Aid updated the Eligibility and Certificate of Approval Report (ECAR) or have the letter of administrative approval on file?  Yes  No4. Will students in the program be part of a structured cohort?  Yes  Noa) If yes, will non-cohort students be able to register for the courses on a space available basis?  
 Yes  No

5. Which part of term will the program be offering classes? DL programs will only use approved POTs

- Full-term  16-week  15-week (UHWO only)  
 Part-of-term  8-week\*  5-week\*

\* If using parts of term courses, dates must follow the approved calendar6. Does this program include synchronous online courses?  Yes  No

a) If Yes - list course(s) number &amp; title:

7. Describe any in-person on-campus requirements that are part of the program (e.g. on campus orientation or on campus residency requirement). If none, write N/A

N/A

8. Does this program have any in-person off campus course(s) requirements that are part of the program (e.g. internship, practicum)  Yes  No

a) If Yes - list course(s) number & title:

9. Provide the list of program courses, prerequisites, and other requirements. This may be a program map or advising sheet. (a URL is preferred)

See attached program map or advising sheet.

**Section 4: Student Location, Accreditation, and State Authorization**

1. Where can students be located? (check all that apply)

Only Hawai'i

Any U.S. State

Participating SARA territories (Puerto Rico and U.S. Virgin Island)

Foreign Countries

Specific Countries or U.S. Territories (list here): \_\_\_\_\_

2. Has the program received subchange approval from the appropriate accrediting body?  Yes  No

3. Does your program lead to professional licensure?  Yes  No

Chief Academic Officer Approval

Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation, and the institution's commitment to support the proposed program. *E-signatures are acceptable.* Jeffrey Moniz

Name and title: Vice Chancellor for Academic Affairs

Signature and date: Jeffrey Moniz 06/23/2023