

OK

IRAO OFFICE USE ONLY	
Received	
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: 05/1/2017

REQUESTOR CONTACT INFORMATION

Name Tracie Losch Campus Leeward CC
 Title Program Coordinator Email tlosch@hawaii.edu
 Office/Dept Hawaiian Studies/Arts & Humanities Phone (808) 455-0316

NEW PROGRAM CODE TO CREATE

Institution LEE - Leeward CC Campus LEE - Leeward CC
 Level UG - Undergraduate Effective Term Fall 2018

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) <u>IN</u>	<u>Instructional</u>	<input type="checkbox"/> See Banner form STVCOLL
Department	(4) <u>LBRT</u>	<u>Liberal Arts</u>	<input type="checkbox"/> See Banner form STVDEPT
Degree/Certificate	(6) <u>ASC</u>	<u>Academic Subject Certificate</u>	<input type="checkbox"/> See Banner form STVDEGC
Major	(4) <u>HWST</u>	<u>Hawaiian Studies</u>	<input 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: HWST

Justification to warrant a new major/concentration code similar to an existing major/concentration code:

In the Banner major code table, there are two codes for Hawaiian Studies - HWST (used for the AA degree) and HAWN (used for the ASC). We want the code used for the ASC in Hawaiian Studies to match the one for the AA degree (HWST)

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

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

30W

REPLACE PROGRAM CODE

EXISTING PROGRAM CODE TO REPLACE

Program Code	ASC-HAWN	Program Description	ASC-Hawaiian Studies
Institution	LEE - Leeward CC	Campus	LEE - Leeward CC
College	Instructional	Department	Liberal Arts
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 2018, 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 2018, 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 ¹ Curriculum
- Memo with President's Approval, with cc to VPAA, to change existing code ²

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:

Grant Holgeson _____ [Signature] _____ 9/5/17 _____
Print Name Signature Date

Financial Aid Officer:

Gregg Yoshimura _____ [Signature] _____ 9/5/2017 _____
Print Name Signature Date

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

Tammi Oyadomari-Chun _____ [Signature] _____ 8/30/18 _____
Print Name Signature Date

¹ Required for change in degree.

² Required for program title with no substantive change in curriculum.



UNIVERSITY of HAWAII
LEeward
COMMUNITY COLLEGE

Office of the Chancellor

September 7, 2017

MEMORANDUM

TO: John Morton
Vice President for Community Colleges

FROM: *MJ* Manuel J. Cabral
Chancellor *Della Teresita*

SUBJECT: Program Code Change for the Academic Subject Certificate (ASC)
in Hawaiian Studies

I am approving a program code change for the Academic Subject Certificate (ASC) in Hawaiian Studies from HAWN to HWST to align with the AA in Hawaiian Studies degree program. This change will be effective Fall 2018.

c: Don Straney, Vice President for Academic Planning and Policy
Peter Quigley, Associate Vice President for Academic Affairs
Suzette Robinson, Director of Academic Programs for Community Colleges

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UNIVERSITY of HAWAII
LEEWARD
COMMUNITY COLLEGE

Office of the Chancellor

August 30, 2017

MEMORANDUM

TO: John Morton
Vice President for Community Colleges

FROM: Manuel J. Cabral *Manuel J. Cabral*
Chancellor

SUBJECT: Signing Authority

I will be out of the office on personal leave from September 6-11, 2017. During my absence, Della Teraoka, Vice Chancellor for Academic Affairs, will act on my behalf and have signing authority on all matters.

Thank you.

c: Administrators
Business Office
Human Resources

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