

**New Program Code**       **Modify Program Code**

Date: 2/13/2018

**REQUESTOR CONTACT INFORMATION**

Name Bobbie Martel Campus Leeward CC  
 Title Coordinator Email rmartel@hawaii.edu  
 Office/Dept Social Sciences/Teacher Education Phone 808-455-0632

**NEW PROGRAM CODE TO CREATE**

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

|                    | Code<br>(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>CO</u>             | <u>Certificate of Competence</u> | <input type="checkbox"/> See Banner form STVDEGC            |
| Major              | (4) <u>TCH</u>            | <u>Teaching</u>                  | <input type="checkbox"/> See Banner form STVMAJR            |
| Concentration      | (4) <u>SPE2</u>           | <u>Special Education II</u>      | <input checked="" 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: \_\_\_\_\_

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

Special Education II is a certificate that includes upper division special education coursework leading to reclassification for teachers or transfer to a BS in Teaching

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.ifop.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.*

1.0

**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**

**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)

Grant Helgeson

Signature

Date

Financial Aid Officer  
(Print Name)

Gregg Yoshimura

Signature

Date

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

Suzette Robinson

Signature

Date

Ang Robinson 5/11/18



UNIVERSITY of HAWAII  
**LEEWARD**  
COMMUNITY COLLEGE

February 9, 2018

**MEMORANDUM**

TO: Donald Straney  
Vice President for Academic Planning & Policy

VIA: Della Teraoka *Della Teraoka*  
Vice Chancellor for Academic Affairs

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

SUBJECT: Program Approvals

I have approved the following effective Fall 2018. The approvals can be found at:  
<https://leeward.kuali.co/cm>

**New**

CO-Special Education II

**Deletions**

CO-ICS-MDSP – Mobile Developer  
CO-MGT-SMKT – Sales and Marketing

**Modified**

AS-BTEC – Business Technology  
ASC-MOP – Marine Option and Program  
CO-MGT-TIM – Hospitality and Tourism  
Program title change from "Travel Industry to "Hospitality and Tourism"  
CO-TCH-SPED – Special/Inclusive Education Certificate

c: Division Chairs  
James Goodman  
Ron Umehira  
Pete Gross  
Adam Halemano  
Janel Oshiro  
Erin Thompson  
Candy Hochstein  
Pearl Imada-Oboshi

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