program)?

Program Length

any online and/or written publication.

Special Program Designations

Required Terms of Enrollment:

Program Code Request webpage

See http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html

See Special Program Designations Code Definitions on IRAO

In academic years; decimals are acceptable. The length of the program should match what is published by the campus in

Fall

#### **NEW OR REPLACE PROGRAM CODE**

	New	/ Prog	rar	n Code	XXX	Replace	e Pr	ogram C	Code			Date:	11/22	2/2021	
REQU	ESTO	R CON	TAC	CT INFORM	1ATIO	N									
Name	!	Brian I	lchid	a				Campus	Leev	vard C	CC				
Title	Title CTE Field Placement Coordinator				ator		 Email ichida@hawaii.edu								
Office	/Dept	ED-11	1			Phone 808-455-0497			497						
NEW I	PROG	RAM (	COL	DE TO CREA	ATE										
Institu	ution	LEE-Le	ewa	rd Communit	y Colle	ege		Campus		LEE-	-Lee	ward C	Commur	nity Coll	ege
Level	2	UG-Und	derg	raduate				Effective 7	Term	Spri	ng 2	2022			
				Code (Max. Characters)			Descr	iption			Cl	neck if r	equesti	ing new	code:
College	e		(2)	IN	Ins	structional						See Ba	nner fo	rm STV0	COLL
Depart	tment		(4)	SSCI	So	cial Scienc	е					See Ba	nner fo	rm STV	DEPT
Degree/Certifica		ficate	(6)	CO	Ce	ertificate of	Comp	petence				See Ba	nner fo	rm STV	DEGC
Major			(4)	TTE	Те	chnical Tea	acher	Education				See Ba	nner fo	rm STVN	ИAJR
Conce	ntratio	n	(4)	AC/D	Alt	Cert for C	TE Li	censure (Di	istanc	e)	X	See Ba	nner fo	rm STVN	MAJR
Minor			(4)									See Ba	nner fo	rm STVN	MAJR
If a sim	nilar m	ajor/con	cent	ration code e	xists in	Banner, ple	ase li	st the code:							
Justific	ation t	o warra	nt a	new major/co	ncentr	ation code s	simila	r to an exist	ing ma	ajor/co	once	ntratio	n code:		
Reque	sting a	new co	nce	ntration for di	stance	online prog	gram								
													7/		
Is this	major/	concent	ratio	n code being	used th	ne same way	y at th	ne other UH	camp	uses?			Yes	х	No
Should	this p	rogram l	be av	vailable for ap	plicant	s to select a	s thei	ir planned co	ourse	of stud	dy	X	Yes		No
on the	online	applica	tion	If yes, student n	nay selec	t the code as ti	heir on	ly program of	study.			( , , , , , , , , , , , , , , , , , , ,		32.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.00 1.13.13.	
RULE	S PER	TAINI	NG 1	O FINANCI	AL AI	D AND 15	0%	DIRECT S	UBSII	DIZEC	Lo	OAN LI	MIT L	EGISLA	TION
Is 50% or greater of the classes in this program Campus?				n offered at	a loca	ation other t	han th	ne Hor	me		Yes		No		
Is this	progra	m/majo	r/cer	tificate financ	cial aid	eligible?						X	Yes		No
Does this certificate qualify as a Gainful Employment				yment Prog	gram (	Title IV-eligi	ble ce	rtifica	te	823	Yes	П	No		

Form modified: Oct 20208

Extended

2 years

Summer

Spring

University of Hawai'i
Code Request Form for Academic Programs

#### **NEW OR REPLACE PROGRAM CODE**

EXISTING PROGRAM CODE TO REPLACE, IF APPLICABLE CO-TTE-AC Program Code Alt Cert for CTE **Program Description** Institution Leeward CC Leeward CC Campus College Department Level Are current students "grandfathered" under the program code? Yes No Should the old program code be available for use in Banner? No Fall 2022 **Effective** old program code will no longer be available to admit or recruit students. Term (ie. Fall 2020) 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. Fall 2024 **Effective** , old program code will no longer be available to award degree to students. Term (ie. Fail 2020) This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules. **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. X 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 **Financial Aid Officer** For Community Colleges. (Print Name) (Print Name) verification of consultation with **OVPCC Academic Affairs:** Grant Helgeson Gregg Yoshimura -Tammi Oyadomari-Chun 6/7/2022 Grant Helgeson Digitally egned by Grant Helgeson Date: 2021,11,22 14:02:43 -10'00' Gregg Yoshimura Date: 2021.11.22 13:42:56-1000 Signature Date Signature Date Signature Date Della Teraoka, Int Dir of Acad Progs **ADDITIONAL COMMENTS** Please check Program Length, is it really a 2 year program? NO

Form modified: Oct 2020

# Alternative Certification in Teaching: Certificate of Competence (Track 2)

# Description

The Alternative Certification in Teaching Certificate equips candidates who have content knowledge in career and technical education with the pedagogy necessary to become effective secondary teachers in CTE classrooms. This alternative pathway post-baccalaureate program applies to the following license fields to teach CTE in middle school and high schools: Arts and Communications (6-12), Business (6-12), Health Services (6-12), Industrial and Engineering Technology (6-12), Natural Resources (6-12), and Public and Human Services (6-12)

# **Program Learning Outcomes**

Upon completion of the program, students will be able to do the following:

- The teacher candidate analyzes how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.
- The teacher candidate uses an understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.
- The teacher candidate works with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation.
- The teacher candidate analyzes the central concepts, tools of inquiry, and structures of the discipline(s). He or she
  teaches and creates learning experiences that make these aspects of the discipline accessible and meaningful for
  learners to assure mastery of the content.
- The teacher candidate describes and demonstrates how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.
- The teacher candidate develops and uses multiple methods of assessment to engage learners in their own growth, to
  monitor the learner's progress, and to guide the teacher's and learner's decision making.
- The teacher candidate plans instruction that supports every student in meeting rigorous learning goals by drawing
  upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners
  and the community context.
- The teacher candidate develops and uses a variety of instructional strategies to encourage learners to develop a deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.

**Program: Education** 

Type: Certificate of Competence (CO)

# Track II: Associate Degree with 3 years industry experience: 15 credits of coursework; 2 credits Practicum leading to a license restricted to the CTE field.

Item #	Title	Credits
ED 311A	Foundations of Inclusion in Teaching for Cte Teacher Candidates	3
ED 310A	Classroom Management Within the Instructional Process for Cte Teacher Candidates	3
ED 312A	Educational Psychology for Cte Teacher Candidates	3
ED 291	Developing Language & Literacy I	3

ED 277	Introduction to Multicultural Education	3
ED 393P	Practicum I: Alternative Certification for CTE Teacher Licensure	1
ED 393S	Practicum II	1
	Sub-Total Credits	17
	Total credits for degree:	17

Required Terms of Enrollment:

### **NEW OR REPLACE PROGRAM CODE**

New	Prog	ran	n Code	XX	Replace I	Program (	Code		Date	e: <u>11/2</u> 2	2/2021	
REQUESTO	R CON	TAC	T INFORMA	TION	I							
Name	Brian					Campus	Leew	vard CC				
Title	CTE Field Placement Coordinator				_ Email	-	a@hawa	aii edu				
	A ADMINISTRA		ocial Science		atoi	Phone	-	455-04				
отпес/ Верс		1,0	00101100			- FIIOTIE	000	100 01	<u> </u>			
NEW PROG	RAM (	COD	E TO CREAT	Έ								
Institution	LEE-Le	ewa	rd Community	Colleg	e	Campus		LEE-Le	eward (	Commu	nity Coll	ege
Level	UG-Un	dergr	raduate			Effective	Term	Spring	2022			
-			Code		Dos	cription			hock if	roguest	ing new	codo:
			(Max. Characters)			cription		_	_	•		
College		(2)	***	10000000	ructional			_	=		rm STVC	
Department		٠.,	SSCI	_	al Science			_	=		rm STV	
Degree/Certif	icate		CO	-	ificate of Co				See Banner form STVDEGC			
Major			TTE			er Education					rm STVN	
Concentration (4) CT/D		Alt C	Alt Cert Licensure Track 1 (Distance)				See Banner form STVMAJR  See Banner form STVMAJR					
Minor		(4)		-					」See B	anner fo	rm STVN	ЛАJR
	F) (2)		ration code exi					_	(100) (100)			
			new major/con				ting ma	ajor/cond	entratio	on code:		
Requesting a	new co	ncer	ntration for dist	ance/o	nline progra	m						
Is this major/o	concent	ratio	n code being u	sed the	same way at	the other UF	l campi	uses?		Yes	X	No
			railable for app If yes, student ma					of study	Х	Yes		No
RULES PER	TAINI	NG T	O FINANCIA	L AID	AND 1509	6 DIRECT S	UBSIC	DIZED L	OAN L	IMIT L	EGISLA	TION
Is 50% or great Campus?	Is 50% or greater of the classes in this program offered at a location other than the Home Yes No Campus?											
Is this program/major/certificate financial aid eligible?  Yes X No							No					
Does this cert	ificate o	qualif	y as a Gainful E	mploy	ment Prograr	n (Title IV-elig	ible ce	rtificate		Yes	X	No
program)? See <a href="http://www.ifap">http://www.ifap</a>	p.ed.gov/G	ainfulE	EmploymentInfo/inde	x.html								
In academic years;	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.  1.5 years											
See Special Progra	Special Program Designations  A B B N P T U  See Special Program Designations Code Definitions on IRAO  Program Code Request webpage											

Form modified: Oct 20208

Extended

Summer

45

Spring

Fall

#### **NEW OR REPLACE PROGRAM CODE**

#### EXISTING PROGRAM CODE TO REPLACE, IF APPLICABLE Program Code CO-TTE-CT Program Description Alt Cert Track 1 Institution Leeward CC Leeward CC Campus College Department Level Are current students "grandfathered" under the program code? Yes No Should the old program code be available for use in Banner? Yes No Fall 2022 **Effective** , old program code will no longer be available to admit or recruit students. Term (ie. Fail 2020) 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. Fall 2024 **Effective** , old program code will no longer be available to award degree to students. Term (ie. Fall 2020) This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules. **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. X 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 **Financial Aid Officer** For Community Colleges, (Print Name) (Print Name) verification of consultation with **OVPCC Academic Affairs:** Grant Helgeson Gregg Yoshimura Tammi-Ovadomari-Chun Maska 6/7/2022 Grant Helgeson Debt: 2021,11,22 14:05:27-10007 Gregg Yoshimura Date: 2021,11,22 13.45:16-1000\* Signature Date Date Signature Signature Date Della Teraoka, Int Dir of Acad Progs ADDITIONAL COMMENTS

Form modified: Oct 2020

# Alternative Certification in Teaching: Certificate of Competence (Track 1)

# Description

The Alternative Certification in Teaching Certificate equips candidates who have content knowledge in career and technical education with the pedagogy necessary to become effective secondary teachers in CTE classrooms. This alternative pathway post-baccalaureate program applies to the following license fields to teach CTE in middle school and high schools: Arts and Communications (6-12), Business (6-12), Health Services (6-12), Industrial and Engineering Technology (6-12), Natural Resources (6-12), and Public and Human Services (6-12)

# **Program Learning Outcomes**

Upon completion of the program, students will be able to do the following:

- The teacher candidate analyzes how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.
- The teacher candidate uses understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.
- The teacher candidate works with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation.
- The teacher candidate analyzes the central concepts, tools of inquiry, and structures of the discipline(s). He or she
  teaches and creates learning experiences that make these aspects of the discipline accessible and meaningful for
  learners to assure mastery of the content.
- The teacher candidate describes and demonstrates how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.
- The teacher candidate develops and uses multiple methods of assessment to engage learners in their own growth, to monitor the learner's progress, and to guide the teacher's and learner's decision making.
- The teacher candidate plans instruction that supports every student in meeting rigorous learning goals by drawing
  upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners
  and the community context.
- The teacher candidate develops and uses a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.

**Program: Education** 

Type: Certificate of Competence (CO)

# Track I: Baccalaureate Degree: 9 credits coursework; 2 credits Practicum

Item #	Title	Credits
ED 310A	Classroom Management Within the Instructional Process for Cte Teacher Candidates	3
ED 311A	Foundations of Inclusion in Teaching for Cte Teacher Candidates	3
ED 312A	Educational Psychology for Cte Teacher Candidates	3
ED 393P	Practicum I: Alternative Certification for CTE Teacher Licensure	1
ED 393S	Practicum II	1
	Sub-Total Credits	11
	Total credits for degree:	11

Section 2. General Information-Please complete all information in this section.						
Campus	Campus Name:	Leeward CC				
Information	Originating College or Department:	Social Sciences				
Proposed Program	Program Title:	Teacher Education Program				
Information	Name of Degree to Be Conferred Upon Completion:	Associate in Science in Teaching				
	Award(s) (e.g., A.A., B.S., Certificate):	AS (see all certificates)				
	Number of Required Credits:	62				
Program Contact Information	Name and Title: Michael Cawdery,	Coordinator				
	Telephone: 455-0361	E-mail: cawdery@hawaii.edu				

Section 3: Program Informa	ation						
Coulon 6. 1 rogram miorina	XUOII						
Proposed term start date: Sp		022					
Will students in the program b		(YYYY)  irt? Yes ✓ No					
If yes, will non-cohort students be able to register for the courses on a space available basis?    Yes  No							
Term length (in weeks) for c	ourse for the fully online p	program?					
Full-term	√ 16-week	15-week (UHWO only)					
Part-of-term	8-week*	5-week*					
* If using parts of te	rm courses, dates must fo	ollow the approved calendar					
	Describe any face-to-face requirements that are part of the program (e.g. on campus orientation or on campus residency requirement). If none, then, indicate "Not Applicable."						
Currently, none are req	uired. However, indiv	idual courses may require field experience.					
Attach a list of proposed courses, pre-requisites, and total number of courses. Include a program map and/or advising sheet (i.e. STAR pathway); <b>OR</b> provide the URL for this information in the space below:							
https://docs.google.com/document/d/1RbSt6u5nYqhptS1t5Au0k0Nxoz71mVERnfGQyeobVDk/share							
Attach copies of the approved substantive change letter or administrative approval letter from WASC or ACCJC; <b>OR</b> provide the URL for this information in the space below:							

For 4-year Campuses Only:  Provide evidence that all courses in the academic program map (including any general education, electives and/or graduation requirements) have been offered in the Distance-Completely Online instructional method format during the last two years and/or evidence the campus's commitment to offer the courses in the academic program map once approved as a fully online program.						
Section 4: Organizational Commitment						
Describe how the department will support faculty development for teaching online, including the pedagogical and communication strategies to function effectively.  The Teacher Education program was an early adopter of fully online education. Our instructors have over 10 years of experience. We have may coordinated efforts to standardize delivery for consistency and ease of navigation. Addiitonally, many of our instructors are certified Quality Matters instructors. Also, our courses are assessed using the Leeward CC DE guidlines.						
Section 5: Learner Support						
Do program materials clearly define how students can access support services?  Ves No						
Has the Director of Financial Aid updated the Eligibility and Certificate of Approval Report (ECAR) or have the letter of administrative approval on file if students in this program will be eligible for federal student aid?  Yes No						
What student services and resources are available for students in an online format (without visiting of	ampus)?					
Orientation to Online Learning (basics of online learning, technology, etc)	✓ Yes  No					
Program Orientation (specific information about being a student in your academic program)	Yes No					
Academic Advising/Counseling	Yes No					
Tutoring	Yes No					
Library Services	Yes No					
Testing	Yes No					
Career Services	✓ Yes  No					
Financial Aid Counseling	Yes No					
Mental Health Counseling	Yes No					
Other:						

Section 6: Students Lo	Section 6: Students Located Outside of Hawai'i							
Where can students be	Where can students be located? (Check all that apply)  Any U.S. State							
		Any U.S. Territory						
		Foreign Location*						
	Please be aware of any international compliance regulations and tax implications that may be in effect for foreign locations. Students in <u>sanctioned countries</u> may not be admitted.							
Section 7: State Author	rization							
		o operate" regulations that are in place in other U.S. states active, based on each state's definitions.						
Does your institution ha	ve NC-SARA approval providing re	eciprocity for state authorization?  Yes No						
students with contact in residency and any oth What is the URL on y program is posted? NO	Federal regulations require institutions delivering courses by distance education to provide students or prospective students with contact information for filing complaints with the state approval or licensing entity in the student's state of residency and any other relevant state official or agency that would appropriately handle a student's complaint. What is the URL on your institution's website where contact information for filing complaints for students in this program is posted? NOTE: Information about the Student Complaint Process is outlined by NC-SARA here.  What is the URL of your institution's website where contact information for filing complaints for students in this program.							
posted? http://www	leeward.hawaii.edu/files	/StudentComplaintForm.pdf						
Does your program lead	to professional licensure?	Yes V No						
Institutions are required to "keep all students, applicants and potential students who have contacted the Institution about the course or program informed as to whether successful completion of such offerings would actually meet state licensing or post-licensing requirements."								
If the program leads to professional licensure, has the program determined whether the course/program meets professional licensure requirement in the state where student/applicant is located and has a method to provide information in writing to the students?  Yes No								
Officer Approval S		al has met all applicable campus administrative and or consultation, and the institution's commitment to E-signatures are acceptable.						
N	ame and title: Michael Cawde	ry, Coordinator Teacher Education Program						
S	ignature and date: Michael C	awdery Digitally signed by Michael Cawdery Date: 2021.10.15 09:57:13 -10'00'						