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Codeset	
Master Curriculum	

University of Hawai'i
Code Request Form for Academic Programs

ADMISSION STOP-OUT OR TERMINATION

Date: 9/14/16

REQUESTOR CONTACT INFORMATION

Name Debie Amby Campus UH Manoa
 Title Banner/Curriculum Specialist Email debie@hawaii.edu
 Office/Dept Academic Affairs Phone 808-984-3378

PROGRAM CODE FOR ADMISSION STOP-OUT ONLY OR TERMINATION (Please Check One)

Program Code AAS-HOPE Program Description Hotel Operations
 Institution MAU - UH Maui College Campus MAU - UH Maui College
 College Instructional Department HOPE
 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 2005, this 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 Summer 2009, this program code will no longer be available to enroll or 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.

FOR ADMISSION STOP-OUT ONLY REQUEST

Effective , this program code will be reactivated and available to admit or recruit students.
Term (ie. Fall 2014)

This will turn on the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules.

Check here to leave ONLINE APPLICATION OFF

ATTACHMENTS

Admission stop-out¹ greater than 2 years; Termination of an Associate, Bachelor and Graduate Degrees, and sole credential certificates.

Memo with President's Approval, with cc to VPAA, to change existing code

Admission stop-out¹ less than 2 years. Termination of a 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

¹ "Admission stop-out" is defined as a halt to new admissions to a program. (Regent Policy 5.201)



VERIFICATIONS

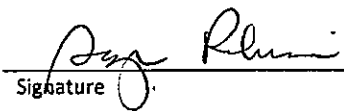
Registrar:

<u>Flora Mora</u> Print Name	<u></u> Signature	<u>10/13/16</u> Date
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Financial Aid Officer:

<u>Daivleigh Nae'ole</u> Print Name	<u></u> Signature	<u>10/13/16</u> Date
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For Community Colleges, verification of consultation with OVPCC Academic Affairs:

<u>Suzelle Robinson</u> Print Name	<u></u> Signature	<u>12/14/16</u> Date
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Curriculum proposal number 2004.71

Cover Sheet for Curriculum Action Request (CAR) and Course Outline

This is a routing procedure; the official signature section is on the CAR form.

Course alpha and number: _____ NEW: _____ Proposal type Program Modification

Author: Lorelle Solanzo Peros ext: 343 e-mail: lorelle@hawaii.edu
Debbie Nakama ext. 294 e-mail: debran@hawaii.edu

Consulted with: Maui Community College's Hospitality Advisory Committee.

- | | |
|--|----------------|
| <input type="checkbox"/> Written proposal reviewed by discipline representative to the Curriculum Committee | Date |
| <input type="checkbox"/> <u>N/A</u> Consulted with Articulation Coordinator (for General Education Core courses only) | Date N/A |
| <input type="checkbox"/> Written proposal discussed in unit | Date |
| <input checked="" type="checkbox"/> Original CAR signed by Unit Chair | Date |
| <input checked="" type="checkbox"/> Original proposal forwarded to Curriculum Committee
(course outline may be an e-mail attachment or on disk) | Date |
| <input checked="" type="checkbox"/> Passed by Curriculum Committee, CAR signed by Chair, Academic Senate Chair notified | Date 9 Feb 05 |
| <input checked="" type="checkbox"/> Approved by Academic Senate, CAR signed by Chair | Date |
| <input checked="" type="checkbox"/> Forwarded to and received by Chief Academic Officer | Date |
| <input checked="" type="checkbox"/> Reviewed and CAR signed by Chief Academic Officer | Date 2/18/05 |
| <input type="checkbox"/> Forwarded to and received by Chancellor | Date |
| <input checked="" type="checkbox"/> Reviewed and CAR <u>and</u> Course Outline signed by Chancellor | Date 2/20/05 |
| <input checked="" type="checkbox"/> Signed originals returned to Curriculum Chair | Date |
| Distribution/Information Posting/Follow-up | |
| <input type="checkbox"/> Copy of signed original Course Outline sent to author for his/her files | Date |
| <input type="checkbox"/> Course Outline published to Curriculum Committee web page | Date |
| <input type="checkbox"/> Effective date of proposal posted on Curriculum Committee website | Date |
| <input type="checkbox"/> Banner input completed | Date |
| <input checked="" type="checkbox"/> Catalog/Addendum input completed p 2 of ac | Date 10 MAR 05 |
| <input type="checkbox"/> E-mail notice of approval to entire college | Date |
| <input type="checkbox"/> Copy of original & disc forwarded to Articulation Coordinator, if necessary | Date |
| <input type="checkbox"/> Databases: Curriculum Review Dates [Excel] and Yearly Curriculum Actions [Access] updated | Date |
| <input type="checkbox"/> Other _____ | Date |
| <input type="checkbox"/> Signed original placed in Chief Academic Officer's master curriculum files | Date |

Curriculum Action Request (CAR) (Form 4-93) - Maui Community College

1. Author(s): Lorelle Solanzo Peros and Debbie Nakama
2. Authors' unit(s): Professional Technology
3. Date submitted to Curriculum Committee 11/1/04

4. a. General type of action? course program

b. Specific type of action

Addition	Deletion	Modification	
<input type="checkbox"/> regular	<input type="checkbox"/> course	<input type="checkbox"/> number/alpha	<input type="checkbox"/> prerequisites
<input type="checkbox"/> experimental	<input type="checkbox"/> from program	<input checked="" type="checkbox"/> title	<input type="checkbox"/> corequisites
<input checked="" type="checkbox"/> other (specify)	<input type="checkbox"/> program	<input type="checkbox"/> credits	<input checked="" type="checkbox"/> program
HOST Cert.Co.	<input type="checkbox"/> other (specify)	<input type="checkbox"/> description	<input checked="" type="checkbox"/> other (specify)

5. Reason for this curriculum action:

There is a critical need in the Hospitality Industry for qualified personnel in middle and top management positions, as indicated by the following: (a) a survey completed by human resource managers of Maui hotels conducted in 2002 and 2004, and (b) Maui Community College's Hospitality Advisory Committee. Presently, the HOPE is an AAS degree where students acquire skills and knowledge to gain entry-level positions in the hotel industry. Very few MCC Hotel Operations courses are articulated to any Baccalaureate degree-granting institution. This serves to de-motivate students with very strong academic backgrounds desiring careers with upward mobility from entering the MCC HOPE Program. Completion of a degree, however, may produce swifter upward career mobility though most mid and upper management positions require a baccalaureate degree. Therefore, the reasons for this curriculum action are:

- To offer courses to those already working in industry and who desire entrance on a part-time basis into an AAS Program that articulates directly into a TIM Baccalaureate degree.
- To provide preparation for all students wishing to transfer into a TIM (Travel Industry Management) Baccalaureate degree-granting institution.
- To conform to other community college hotel programs to assure UHCC system articulation and facilitate student transfer among the UHCC campuses.
- To strengthen the connection between the UH Manoa TIM Program and MCC's Hospitality Institute by: (a) increasing the academic rigor and course number; and (b) developing a sequence of courses to articulate as pre-TIM.
- To offer an AAS HOST (Hospitality and Tourism) degree (to be called the MCC Hospitality Institute) that meets and exceeds national accreditation standards (Council on Hotel, Restaurant, and Institutional Education).
- Offer a Certificate of Competence (HOST CertCo) to provide a bridge program for students who wish to pursue a degree in Hospitality and Tourism but do not yet meet the English and Math proficiency level required for the proposed HOST CC, CA and AS degree.
- Hospitality and Tourism majors must earn a grade of C or better in Hospitality and Tourism courses to qualify for CC, CA, and AAS degree (minimum 2.0 GPA required). This statement will be added to introductory section.

6. Existing course: Existing HOPE AAS Program map is attached_____
7. Proposed new/modified course: New AAS HOST Program map is attached_____
8. New course description or page number in catalog of present course description, if unchanged.
9. Prerequisite(s): N/A
10. Corequisite(s) N/A
11. Recommended preparation N/A
12. Is this course cross-listed? yes no If yes, list course N/A
13. Student contact hours per week N/A
 lecture___hours lab___hours lecture/lab___hours other___hours, explain
14. Revise current MCC General Catalog page(s)___pg. 34_____
15. Course grading letter grade only credit/no credit either audit N/A
16. Proposed semester and year of first offering? Fall semester 05 year
17. Maximum enrollment_____ Rationale, if applicable: N/A
18. Special scheduling considerations? yes no If yes, explain. N/A
19. Special fees required? yes no If yes, explain. N/A
20. Will this request require special resources (personnel, supplies, etc.?) yes no
 If yes, explain.
21. Is this course restricted to particular room type? yes no If yes, explain. N/A
22. Course fulfills requirement for _____program/degree
 Course is an elective for _____program/degree
 Course is elective for _____ degree
23. This course increases decreases Makes no change in number of credit required
 for the program(s) affected by this action
24. Is this course/program taught at another UH campus? yes no
 a. If yes, specify campus, course, alpha and number
 Kapiolani Community College, Kauai Community College and Hawaii Community College
 b. If no, explain why this course is offered at MCC
25. a. Course/Program is articulated at
 UHCC UH Manoa UH Hilo UH WO Other/PCC
 b. Course/Program is appropriate for articulation at
 UHCC UH Manoa UH Hilo UH WO Other/PCC
 c. Course is not appropriate for articulation at
 UHCC UH Manoa UH Hilo UH WO Other/PCC
 d. Course articulation information is attached? yes no

Proposed by

Jonah A. S. Perry 2/11/05
Author or Program Coordinator/Date

Approved by

[Signature] 2/11/05
Academic Senate Chair/Date

Requested by

Alaine Meyer 2/11/05
Division or Unit Chair/Date

[Signature] 2/18/05
Chief Academic Officer/Date

Recommended by

Altopusm... 9 Feb 05
Curriculum Chair/Date

[Signature] 2/08/05
Chancellor/Date

Revised Sept 2003/AC

**MAUI COMMUNITY COLLEGE HOSPITALITY INSTITUTE
SEQUENCE OF COURSES**

Requirements for Certificate of Competence (Cert. Co.): 9 credits

ENG 55 - Business Communications – Written (3)
MATH 23 – Practical Algebra (3)
HOST 20 – Orientation to the Travel Industry (3)

Requirements for Certificate of Completion (C.C.): 15 credits

HOST 101 – Introduction to the Hospitality Industry (3)
ENG 100 – Composition I (3)
HOST 152 – Front Office Operations (3)
MATH 100 – Survey of Mathematics (3) or BUS 155 – Computational Problems in Business (3)
BCIS 161 – Introduction to Business Computing (3), or ICS 100 – Computing Literacy & Applications (3)

Requirements for Certificate of Achievement (C.A.): 33 credits

All C.C. courses plus:

HOST 150 – Housekeeping Operations (3)
HOST 154 – Food & Beverage Operations (3)
ENG 209 – Business & Managerial Writing (3)
HWST 107 – Hawaii: Center of the Pacific (3) - *Humanities*
BUS COM 130 – Business Communication: Oral (3), or SP 151 – Personal & Public Speech (3)
MGT 118 – Introduction to Supervision (3)

Requirements for Associate in Applied Science (A.A.S.): 63 credits

All C.A. courses plus:

HOST 250 – Hospitality Sales & Marketing (3)
HOST 260 – Hospitality Law (3) or BLAW 200 – Business Law (3)
HOST 193v – Hospitality Internship I (3), or HOST elective (3)
Natural Science (3)
*ACC 124 - Principles of Accounting I & ACC 125 (3) – Principles of Accounting II or ACC 201 – Introduction to Financial Accounting (3)
ECON 120 – Introduction to Economics (3), or ECON 131 – Principles of Economics: Macroeconomics (3) - *Social Science*
ACC 202 – Managerial Accounting (3)
HOST 270 – Hospitality Management (3)
HOST 293v – Hospitality Internship II (3)
HOST 298 – Hospitality Capstone (3)

*ACC 124 & ACC 125 can be taken in lieu of ACC 201 (only 3 credits will count toward the degree requirements).

A full-time student would take courses in this sequence:

First semester (Fall)	Credits
HOST 101 Introduction to the Hospitality Industry	3
HOST 152 Front Office Operations	3
ENG 100 Composition I	3
MATH 100 Survey of Mathematics, or BUS 155 Computational Problems in Business	3
BCIS 161 Introduction to Business Computing, or ICS 100 Computing Literacy & Applications	<u>3</u>
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Second semester (Spring)	Credits
HOST 150 Housekeeping Operations	3
HOST 154 Food & Beverage Operations	3
ENG 209 Business & Managerial Writing	3
HWST 107 Hawaii: Center of the Pacific	3
MGT 118 Introduction to Supervision	3
BUS COM 130 Business Communication: Oral, or SP 151 Personal and Public Speech	<u>3</u>
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Third Semester (Fall)	Credits
HOST 250 Hospitality Sales & Marketing	3
HOST 260 Hospitality Law, or BLAW 200 Business Law	3
Natural Science	3
*ACC 124 Principles of Accounting I & ACC 125 Principles of Accounting II, or ACC 201 Introduction to Financial Accounting	3
HOST 193v Hospitality Internship I, or HOST elective	<u>3</u>
	15

Fourth Semester (Spring)	
HOST 270 Hospitality Management	3
HOST 293v Hospitality Internship II	3
HOST 298 Hospitality Capstone	3
ACC 202 Managerial Accounting	3
ECON 120 Introduction to Economics, or ECON 131 Principles of Economics: Macroeconomics	<u>3</u>
	15