IRAO OFFICE USE ONLY	
Received	1/3/17
In Banner	
MTVCOMP/Codeset	
Master Curriculum	
CIP Code	
Program Code	BAS-PSSM
Program Description	

University of Hawai'i
Code Request Form for Academic Programs

REPLACE PROGRAM CODE

Date: 9/2/16

REQUESTOR CONTACT INFORMATION

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

NEW PROGRAM CODE TO CREATE

Institution	MAU - UH Maui College	Campus	MAU - UH Maui College
Level	UG - Undergraduate	Effective Term	Spring 2017

	Code (Max. Characters)		Description	Check if requesting new code:
College	(2)	IN	Instructional	☐ See Banner form STVCOLL
Department	(4)	SSM	Sustainable Science Management	☐ See Banner form STVDEPT
Degree/Certificate	(6)	BAS	Bachelor in Applied Science	☐ See Banner form STVDEGC
Major	(4)	SSM	Sustainable Science Management	☐ See Banner form STVMAJR
Concentration	(4)	PSSM	SSM(Provisional Accept)	☑ See Banner form STVMAJR
Minor	(4)			☐ See Banner form STVMAJR

If a similar major/concentration code exists in Banner, please list the code: BAS-PABIT

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

Similar to UH Maui College's ABIT program, the AAS-BUSC-3 program previously fed into BAS-ABIT, until the BAS-PABIT program code was created. The SSM program will also like to follow ABIT©s path to better track their students.

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)? See http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html	☐ Yes	☑ No

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   2.0 Y

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

EXISTING PROGRAM CODE TO REPLACE

Program Code	AAS-BUSC-3	Program Description	Bus Careers Trsfr to Maui SSM
Institution	MAU - UH Maui College	Campus	MAU - UH Maui College
College	Instructional	Department	Business
Level	UG - Undergraduate		

Are current students "grandfathered" under the program code? ☐ Yes ☑ No *ok*

Should the old program code be available for use in Banner? ☐ Yes ☑ No

Effective | Spring 2017 | , 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 | ~~Spring 2019~~ | , old program code will no longer be available to award degree to students. *edit*
Term (ie. Fall 2014) *Spring 2017*

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:

Flora Mora _____ / _____ / 10/13/16
Print Name   Signature   Date

Financial Aid Officer:

Davileigh Nae'ole _____ / Davileigh Nae'ole / 10/13/16
Print Name   Signature   Date

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

Suzette Robinson _____ / Suzette Robinson / 12/16/16
Print Name   Signature   Date

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[1] Required for change in degree.
[2] Required for program title with no substantive change in curriculum.

Re: Follow-Up from Meeting Yesterday
1 message

Princess Soares <pfrederi@hawaii.edu>   Fri, Dec 16, 2016 at 9:02 AM
To: "C. Kulamanu Ishihara" <vorhies@hawaii.edu>
Cc: Suzette Robinson <suzetter@hawaii.edu>, Debie Amby <debie@hawaii.edu>, David Grooms <grooms@hawaii.edu>,
Jean Pezzoli <pezzoli@hawaii.edu>, Gayle Ishii <gaylei@hawaii.edu>

Aloha Kulamanu,

This email can be used as confirmation, since you stated "Our intention was to set up the code in the same manner as BAS-PABIT." No new paperwork regarding this matter will be required from IRAO. Gayle can attach this email to the request and cross out the concentration line, as far as IRAO is concerned.

Mahalo,
Princess

On Fri, Dec 16, 2016 at 8:46 AM, C. Kulamanu Ishihara <vorhies@hawaii.edu> wrote:
Aloha Suzette and Princess,
We appreciate your help with researching our options and follow up to our conversation. Our intention was to set up the code in the same manner as BAS-PABIT. May we proceed with the paperwork to create the BAS-PSSM with major code SSM? Do we need to submit new paperwork or can we edit the current one that you have and attach an email? Do you need email verification from John?
Mahalo,
Kulamanu

On Thu, Dec 15, 2016 at 3:42 PM, Suzette Robinson <suzetter@hawaii.edu> wrote:
Hi, all, see Princess' email below.

The AS-CM code has been established

If UHMauC uses the same coding system for SSM as it has done with ABIT, then IRAO can establish the code. If UHMauC wants the PSSM, then we need to have a conversation with Pearl.

Let us know what UHMauC would like to do.

Suzette

--------- Forwarded message ---------
From: **Princess Soares** <pfrederi@hawaii.edu>
Date: Thu, Dec 15, 2016 at 3:05 PM
Subject: Follow-Up from Meeting Yesterday
To: Suzette Robinson <suzetter@hawaii.edu>

AS-CM at Maui College

AS-CM at Maui College has been created in Banner already. Request is completed.

https://www.hawaii.edu/bwiki/display/uhcoderequests/Maui+College+Program+Code+Log

PSSM (Provisional Accept SSM)

I was able to look further into how BAS-PABIT is set-up in Banner. BAS-PABIT uses major code ABIT, which is the same major code as BAS-ABIT. If Maui College is wanting to set-up the BAS-PSSM in the same manner as the BAS-PABIT, then no new concentration code will be needed as the program code is set-up with just the same major code.

Please check with Maui College that this is right - create new program code BAS-PSSM with major code SSM.

- Their request is requesting to create new program code BAS-SSM-PSSM with major code SSM and concentration code PSSM.
- PABIT is set-up as program code BAS-PABIT with major code ABIT.

Should Maui College not want it done the same then Pearl will be consulted.

HOM at Kapiolani CC

Please explain what is being requested for the HOM at Kapiolani CC. Kapiolani CC currently has three program codes with a concentration in HOM: AS-HOST-HOM, CA-HOST-HOM, and CO-HOST-HOM. All are active program codes.

I think I touched on everything that was to be followed up. Let me know what is needed next.

Mahalo,
Princess

--
Princess Soares
Institutional Research Analyst
Institutional Research and Analysis
University of Hawai'i System
Sinclair Annex 1, Room 1
1633 Bachman Place
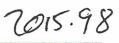Honolulu, HI 96822
Phone: 808-956-5464
Fax: 808-956-9870

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Suzette Robinson
Director of Academic Programs
University of Hawai`i Community Colleges
2327 Dole St.
Honolulu, HI 96822

Ph: 808 956-3867
FAX: 808 956-3763

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Princess Soares
Institutional Research Analyst
Institutional Research and Analysis
University of Hawai'i System
Sinclair Annex 1, Room 1
1633 Bachman Place
Honolulu, III 96822

Curriculum Proposal Number **2015.98**

Curriculum Proposal Cover Sheet – Program/Degree/Certificate
Routing procedure – Official Signatures on Signature Page

Program Name: **BUS CAREERS**

or

Course Alpha & Number: **OPTION IV**

Author: **Dan Mann**

	Proposal Type:
	☐ Addition
	☐ Modification
	☑ Deletion

Date of Activity:

2/12/16	Author Signature
2/12/16	Curriculum Representative Signature
2/12/16	Department Chair Signature
5/6/16	Curriculum Chair Signature
5/10/16	Proposals Posted in Website for General Review
5/10/16	Academic Senate Chair Signature
_____	Chief Academic Officer Signature
_____	Chancellor Signature
_____	NEW DEGREES ONLY! Chief Academic Officers Approval
_____	NEW DEGREES ONLY! Board of Regents Approval
_____	Signature Sheet Returned to Curriculum Chair

Distribution, Posting and Follow-Up:

_____	Notify Proposers of Approval
_____	Banner & IRO Input
_____	Catalog Input Complete
_____	Articulation Forms Forwarded to Articulation Coordinator
_____	Five-Year Review Database Updated
_____	Originals Filed in Chief Academic Officer's Office
_____	Registrar & Counseling Notified

Curriculum Action Request (CAR) Form
DELETION (Course/Certificate/Program/from Prog/Cert)
University of Hawai'i Maui College

Curriculum Proposal # _2015.98_

(for CURCOM use only)

1. Author
Jan Moore

2. Author's Department(s)

☐ ALL HLTH ☑ BUS/HOSP
☐ CTE ☐ ENGLISH
☐ HUM ☐ SOC SCI
☐ STEM

3. Date Submitted to CURCOM.
02/22/2016

4. General Action?
☐ Course ☐ Program

5. Specific Type of Deletion
◯ Course ◯ Certificate
◯ from Prog/Cert ◯ Program
⦿ Other Business Careers AAS degree Option IV

6. Reason for curriculum action.
Business Careers Option IV (AAS) is obsolete.

7. Course Alpha

Course Number

Course Title

Course Credit(s)

8. Is this course cross-listed?
◯ Yes ◯ No

If yes, please indicate course (Alpha, Number, Title)

9. Revise current UHMC General Catalog page(s)
BUS Careers IV is not in the catalog

10. Is this course a prereq for another course?
◯ Yes ◯ No

If yes, please indicate course (Alpha, Number, Title)

11. Is this course a coreq for another course?
◯ Yes ◯ No

If yes, please indicate course (Alpha, Number, Title)

12. Is this course part of a program map or sequence?
◯ Yes ⦿ No

If yes, please indicate course (Alpha, Number, Title)

13. Is this course part of a certificate or degree?
◯ Yes ⦿ No

If yes, please indicate course (Alpha, Number, Title)

14. If YES for 8-12 above, CAR forms included?
◯ Yes ◯ No

Attachment to Deletion of Business Careers Option IV

#6 Reason for Deletion:

The BAS Sustainable Science Management (SSM) degree began as 2+2 degree. After students graduated with an AAS degree in Business Careers Option IV, they could apply for the BAS SSM program. The BAS SSM program is now a 4 year degree program where students enter as freshman making the AAS Business Careers Option IV obsolete.

SIGNATURE PAGE

Curriculum Proposal # 2015.98

(for CurCom use only)

Curriculum Action

- [ ] Course Deletion
- [ ] from Prog/Cert
- [x] Other — Delete BUS Careers Option IV
- [ ] Certificate
- [ ] Program

Course Alpha

Course Number

Course Title

John Bmore _2/12/16_
Proposed by: Author or Program Coordinator Date

Loreen Ps _2/12/16_
Checked by: Academic Subject Area Representative to Curriculum Committee Date

John Bmore _2/12/16_
Requested by Department: Department Chair Date

Tim Mayl _5/6/16_
Recommended by: Curriculum Chair Date

Michele Katsutani _5/10/16_
Approved by Academic Senate: Academic Senate Chair Date

_5/10/16_
Endorsed by: Chief Academic Officer Date

_5/23/16_
Approved by: Chancellor Date