

UNIVERSITY OF HAWAII
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

Replacing or eliminating an existing program code:

If replacing an existing program code, are current students "grandfathered" under the old code? Yes No

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

Will the old program code be available for:	Banner Module	Yes	No	Ending Term (Semester-Year)
	Online Application	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Recruitment	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Admissions	<input type="checkbox"/>	<input type="checkbox"/>	_____
	General Student	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Academic History	<input type="checkbox"/>	<input type="checkbox"/>	_____

2. CERTIFICATES ONLY:

Does this certificate qualify as a Gainful Employment Program (Title IV-eligible certificate program)? Yes No
(Please consult your Financial Aid Officer or see: <http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html>)

For new certificates approved by the Chancellor, the related BOR authorized academic program is: Early Childhood Education

3. NEW CAMPUS, COLLEGE, DIVISION, OR DEPARTMENT CODE

Banner forms: STVGAMP, STVROLL, STVDIVS, STVDEPT

Campus code [3 char]:	Campus description [30 char/space limit]:
College code [2 char]:	College description [30 char/space limit]:
Division code [4 char/space limit]:	Division description [30 char/space limit]:
Department code [4 char/space limit]:	Department description [30 char/space limit]:

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4. NEW COURSE SUBJECT CODE (Subject Alpha)		Banner form: STVSUBJ
College:	Department:	
Subject code [4 char/space limit]:	Subject description [30 char/space limit]:	

5. NEW MINOR (Minor codes are listed on the Major code table)		Banner form: STVMAJR
Minor Code [4 char/space limit]:	Minor Description [30 char/space limit]:	

Please briefly describe your request and explain why you are requesting the code(s):

The Certificate of Competence - Early Childhood Education was not requested in a timely manner and there are students who are waiting to be awarded with this certificate.

SUPPORTING DOCUMENTATION
<p>Please see the Code Request Guide for the required supporting documents to be submitted. Documents submitted with this form:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Board of Regents meeting minutes and supporting documents provided to the BOR <input type="checkbox"/> Memo from UH President <input type="checkbox"/> Memo from Chancellor <input type="checkbox"/> Curriculum (required for requests for new programs/majors/minors/certificates) <input type="checkbox"/> Gainful Employment Program notification to the US Department of Education <input type="checkbox"/> Other: _____

UNIVERSITY OF HAWAII
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CAMPUS VERIFICATION		
Requestor Signature	<u><i>Debra Anby</i></u>	Date <u>3/20/15</u>
Registrar (if different from Requestor)	<u><i>Cathy Bito</i></u>	<u><i>[Signature]</i></u>
	Print name	Signature
Date <u>MAR 23 2015</u>		
Email/memo in lieu of Registrar's signature may be attached		
Financial Aid Officer (Financial Aid Officer consultation required for all new program codes)	<u><i>Kulohana Miller</i></u>	<u><i>[Signature]</i></u>
	Print name	Signature
Date <u>3-20-15</u>		
Email/memo in lieu of Financial Aid Officer's signature may be attached		
For Community Colleges, verification of consultation with OVPCC Academic Affairs:		
	<u><i>Suzelle Robinson</i></u>	<u><i>[Signature]</i></u>
	Print name	Signature
Date <u>4/14/15</u>		
Email/memo in lieu of signature may be attached		

Send completed form and supporting documentation to:

Institutional Research and Analysis Office (IRAO)
 1633 Bachman Place Email: iro-mail@lists.hawaii.edu
 Sinclair Annex 2, Room 4 Fax: 808-956-9870
 Honolulu, HI 96822 Phone: 808-956-7532

After all required forms and supporting documents have been submitted, please allow at least two weeks for processing by IRAO and Banner Central.

FOR INTERNAL USE ONLY	Date form/docs received:
Program code [12]:	Program Description [30]:
CIP code [6]:	CIP description [30]:

Early Childhood Education

The Early Childhood Education program is designed to prepare students to work with

The Human Services program is designed to prepare students to work with people of all ages. The curriculum is organized around a core of courses that provide skills and knowledge needed by human service workers. In addition to the General Human Services degree, there are two Associate in Science (AS) degree specializations: Early Childhood Education and Substance Abuse Counseling.

Contact the program coordinator, Elaine Yamashita, at 984-3208, or by email at yamash@hawaii.edu for a careful selection of courses.

Requirements for Certificate of Competence (CO):

2.0 GPA required in courses taken for CO.

Case Management: 9 credits

Human Services 140(3), 248(3), 193v or 293v(3)

Preschool Child Development Associate: 9 credits

Education 105(3), 110(3), 131(3)

Substance Abuse Counseling-I: 9 credits

Human Services 245(3), 270(3), 193v or 293v(3)

Youth Development Practitioner: 9 credits

Human Services 130(3), 270(3), IS 105 BCD(1,1,1)

Substance Abuse Counseling-II: 9 credits

Human Services 140(3), 268(3), 193v or 293v(3)

Dynamics of Family Violence: 9 credits

Human Services 140(3), 245(3), 256(3)

Requirements for Certificate of Completion (CC):

Early Childhood Education: 22 credits

Education 105(3), 110(3), 131(3), 190 or 191v(4)**, 291v(3)**
Education/Family Resources 140(3) - Crosslisted courses
Education 245/Family Resources 235(3) - Crosslisted courses
3.2 GPA required in CC courses & grade C or better in each.

Early Childhood Option: Any 12 credits from this list:

(For those with bachelor's degrees in any field other than ECE or Elem. Ed.),
Education 105(3), 110(3), 115(3), 131(3), 140/FAMR 140(3),
245/FAMR 235(3), 190(4), 191v(1-4), 291v(1-4), 263(3), 264(3),
or 275(3) 2.0 GPA required in CC courses & grade C or better in each.

Substance Abuse Counseling: 21 credits

Human Services 140(3), 193v(3), 245(3), 248(3), 268(3), 270(3),
293v(3) 2.0 GPA required in CC courses & grade C or better in each.

Requirements for Certificate of Achievement (CA): 31-32 credits

General Human Services or Substance Abuse Counseling Specialization

Human Services 110(3)
Family Resources 230(3) or Psychology 240(3)
Education 190/191v** or Human Services 193v(4)
Sociology 218, or Psychology 170, or 202, or 260(3)
Psychology 100(3) - General Education requirement

IS105C(1) - Optional for in-service personnel
English 22 or 100(3)
Philosophy 110,* or Mathematics 100, or 111, or 115(3)
Information & Computer Sciences 100 or above (3)
Specialization/interest elective(6)***

Early Childhood Specialization

Education 105(3), 131(3), 190 or 191v(4)**
Education or Family Resources courses(6)***
English 100(3)
Human Services 110(3)

Humanities or Natural Science elective(3-4)
Philosophy 110,* or Mathematics 100, 111, or 115(3)
(MATH 115 strongly recommended)
Psychology 100, or Sociology 100, or Anthropology 200(3)

Requirements for Associate in Science (AS) Degree: 62-66 credits

General Human Services or Substance Abuse Counseling Specialization

All CA courses(31-32) plus:
Communication 145 or Speech 151(3)
Education 291v** or Human Services 293v(4)
English 100(3) (if not taken for CA)
Sociology 100(3)

Humanities elective(3)***
Natural Science elective(3-4)***
Specialization/interest elective(9)***
Electives(6)

Early Childhood Specialization

All CA courses(31-32) plus:
Education 110(3), 115(3), 263(3), 264(3), 275(3),
ED/FAMR 140(3), ED 245/FAMR 235(3) (if not taken for CA)
Education 291v(4)
Art 101(3)

English 210(3)
Communication 145 or Speech 151(3)
Humanities elective(3-6)
Natural Science elective(3-4) (if not taken for CA)

* Note: Students using PHIL 110 to meet this requirement must place at the MATH 100 level in order to graduate.

** Note: Students may be required to obtain a physical or doctor's note, and to be fingerprinted, all at students' expense.

*** Note: Electives related to students' specialization or occupational interest as determined with program advisor. The Substance Abuse Counseling Specialization requires the courses for the Certificates of Completion in Substance Abuse Counseling (21 credits).

48 Human Services

Full-time students in General Human Services or Substance Abuse Counseling Specialization would take courses in this sequence:

First Semester (Fall)	Credits	Second Semester (Spring)	Credits
*FAMR 230 Human Development	3	*HSER 193v Practicum in Community Service	4
*HSER 110 Introduction to Human Services	3	*SOC 218 Intro to Social Problems, or PSY 170 Psychology of Adjustment, or PSY 202 Psychology of Women, or PSY 260 Psychology of Personality	3
*ICS 101 or higher	3	*MATH 100, 111, 115, or PHIL 110**	3
*PSY 100 Survey of Psychology	3	*Specialization/interest electives****	3
*ENG 22 Introduction to Composition, or ENG 100 Composition I	3	Humanities or Natural Science elective****	3
*Specialization/interest electives****	3		16
	18		
Third Semester (Fall)	Credits	Fourth Semester (Spring)	Credits
HSER 293v Practicum in Community Service	4	IS 105C Orientation to Employment	0-1
SOC 100 Survey of General Sociology	3	ENG 100 Composition I - if not taken for CA	0-3
COM 145 Interpersonal Communication, or SP 151 Personal and Public Speech	3	Specialization/interest electives****	3
Specialization/interest electives****	3	Electives	6
Humanities or Natural Science elective****	3-4		9-13
	16-17		

Full-time students in the Early Childhood Education Specialization would take courses in this sequence:

First Semester (Fall)	Credits	Second Semester (Spring)	Credits
*ED 105 Introduction to Early Childhood	3	ED 110 Developmentally Appropriate Practices	3
*ED 131 Early Childhood Development	3	*ED 190/191v Early Childhood Field Experience IA or IB***	4
*ENG 100 Composition I	3	*HSER 110 Introduction to Human Services	3
ED 245/FAMR 235 Child, Family, Community	3	MATH 115 Statistics	3
*PSY 100 Survey of Psychology, or SOC 100 Survey of Sociology, or ANTH 200 Cultural Anthropology	3	*Humanities or Natural Science elective	3-4
	15		16-17
Third Semester (Fall)	Credits	Fourth Semester (Spring)	Credits
ED 115 Health, Safety, Nutrition	3	ED 264 Inquiry & Physical Curriculum	3
ED/FAMR 140 Guidance of Children in Groups	3	ED 275 Inclusion of Children with Special Needs	3
ED 263 Language & Creative Expression Curriculum	3	ED 291v Early Childhood Field Experience II****	4
COM 145 Interpersonal Communication, or SP 151 Personal and Public Speech	3	ART 101 Introduction to Visual Arts	3
Natural Science elective - if not taken for CA	3-4	ENG 210 Expository Writing II	3
Humanities elective	3-6		16
	18-22		

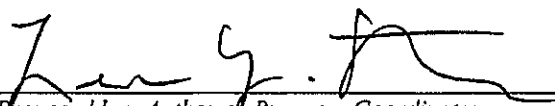
* Note: Courses required for Certificate of Achievement.

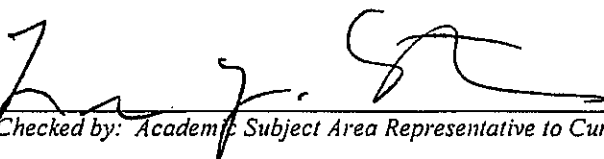
** Note: Students using PHIL 110 to meet this requirement must place at the MATH 100 level in order to graduate.


*** Note: Students may be required to obtain a physical or doctor's note, and to be fingerprinted, all at students' expense.

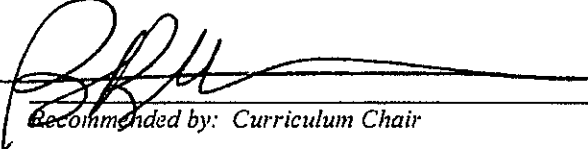
**** Note: Electives related to students' specialization or occupational interest as determined with program advisor. The Substance Abuse Counseling Specialization requires the courses for the Certificates of Completion in Substance Abuse Counseling (21 credits).

Maui Community College
Curriculum Action Request (CAR) Signature Page

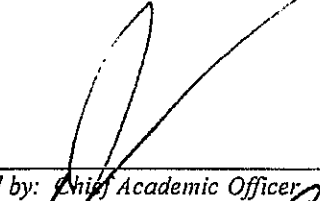

Proposed by: Author of Program Coordinator Date 3/12/10

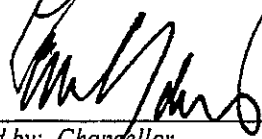

Checked by: Academic Subject Area Representative to Curriculum Committee Date 3/12/10


Requested by Department: Department Chair Date 3/12/10


Recommended by: Curriculum Chair Date 3/30/10


Approved by Academic Senate: Academic Senate Chair Date 4/9/10


Endorsed by: Chief Academic Officer Date 6-4-10


Approved by: Chancellor Date 7/10/10

Copy of revised program map – changes in **bold**. **Proposed alpha change included.**

Early Childhood Education

The Early Childhood Education program is designed to prepare students to work with young children from birth to 5 and their families. The curriculum is organized around a core of courses that provide skills and knowledge needed by early childhood educators. This Associate in Science in Early Childhood Education articulates into the UH West O'ahu Bachelor's in Social Science, Early Childhood Education concentration. **Additional courses are required for transfer to UH West O'ahu. See counselor or program coordinator.**

Contact the program coordinator, Elaine Yamashita, at 984-3208 or by email at yamash@hawaii.edu for a careful selection of courses.

Requirements for Certificate of Competence (CO): 9 credits

Preschool Child Development Associate fulfills only the education part of CDA - See program coordinator for details.

Early Childhood Education 105(3), 110(3), 131(3) - 2.0 GPA required in courses taken for CO.

Early Childhood Education: 22 credits ECED 105(3), 110(3), 131(3), 190 or 191v(4) ^b , 291v(3) ^{b,d} ECED/FAMR 140(3) - Crosslisted courses ECED 245/FAMR 235(3) - Crosslisted courses 3.2 GPA required in CC courses & grade C or better in each.		Early Childhood Option: 12 credits from this list (For those with bachelor degrees in any field other than ECE or Elementary Education) ECED 105(3), 110(3), 115(3), 131(3), ECED 140/FAMR 140(3), ECED 245/FAMR 235(3), 190(4), 191v(1-4), 291v(1-4), 263(3), 264(3), or 275(3) 2.0 GPA required in CC courses & grade C or better in each.	
Requirements for Certificate of Achievement (CA): 38 credits ECED 105(3), 110(3), 115(3), 131(3), ECED 140/FAMR 140(3), ECED 245/FAMR 235(3), 190(4) or 191v(4), 263(3), 264(3), 291v(4) ^{b,d}		English 100(3) Math 103 (required for UHWO), Math 100, 111, 115 or PHIL 110 ^c (3)	
Requirements for Associate in Science (AS) Degree - Early Childhood Specialization: 62-63 credits			
All CA courses(38) plus: ECED 275(3) or ECED elective Human Services 110 (3) Art 101 (3) Communication 145 or Speech 151(3) PSY 100, SOC 100, or ANTH 200 (3)		English 210(3) Humanities elective: HWST 107 (3) Natural Science elective(3-4)	
Full-time Early Childhood Education Specialization students would take courses in this sequence: ^e <i>Students are strongly recommended to meet with program coordinator to plan course sequence.</i>			
First Semester (Fall)	Credits	Second Semester (Spring)	Credits
*ECED 105 Introduction to Early Childhood	3	*ECED 110 Developmentally Appropriate Practices	3
*ECED 131 Early Childhood Development	3	*ECED/FAMR 140 Guidance of Children in Groups	3 4
*ECED 245/FAMR 235 Child, Family, Community	3	*ECED 190 or 191v Early Childhood Field Experience IA or IB ^b	3
PSY 100 Survey of Psychology, or SOC 100 Survey of Sociology, or ANTH 200 Cultural Anthropology	3	Humanities elective: HWST 107 recommended	3
*ENG 100 Composition	3	*MATH 103, 100, 111, 115, or PHIL 110 ^c	16
	15		
Third Semester (Fall)	Credits	Fourth Semester (Spring)	Credits
* ECED 115 Health, Safety, Nutrition	3	*ECED 264 Inquiry & Physical Curriculum	3
HSER 110 Introduction to Human Services	3	* ECED 275 Inclusion of Children with Special Needs or ED elective	3
*ECED 263 Language & Creative Expression Curriculum	3	*ECED 291v Early Childhood Field Experience II ^{b,d}	4
COM 145 Interpersonal Communication, or SP 151 Personal and Public Speech	3	ART 101 Introduction to Visual Arts	3
ENG 210 Research Writing	3	Natural Science elective	3-4
	15		16-17

* Note: Courses required for the Certificate of Achievement.

b Note: Students may be required to obtain a physical or doctor's note, and to be fingerprinted, all at students' expense.

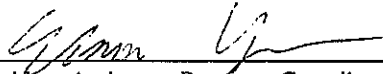
c Note: Students using PHIL 110 to meet this requirement must successfully complete MATH 82 (C or higher) in order to graduate.

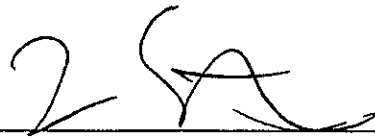
d Note: Students with Associate's degree or UHWO goal should take ED 291V for 4 credits

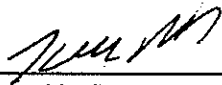
e Note: Additional courses required for articulation with UHWO

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University of Hawaii Maui College
Curriculum Action Request (CAR) Signature Page



Proposed by: Author or Program Coordinator Date 1-7-14



Checked by: Academic Subject Area Representative to Curriculum Committee Date 1/8/14


Requested by Department: Department Chair Date 1/8/14


Recommended by: Curriculum Chair Date 1-8-14


Approved by Academic Senate: Academic Senate Chair Date 1-16-14


Endorsed by: Chief Academic Officer Date 1/30/14


Approved by: Chancellor Date 2/6/14