

New Program Code Modify Program Code

Date: 8/12/2020

REQUESTOR CONTACT INFORMATION

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

NEW PROGRAM CODE TO CREATE

Institution MAU - Univ of Hawaii Maui College Campus MAU - Univ of Hawaii Maui College
 Level UG - Undergraduate Effective Term Fall 2006

	Code (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>HSER</u>	<u>Human Services</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>HSER</u>	<u>Human Services</u>	<input type="checkbox"/> See Banner form STVMAJR
Concentration	(4) <u>YDPR</u>	<u>Youth Development Practitioner</u>	<input checked="" type="checkbox"/> See Banner form STVMAJR
Minor	(4) _____	_____	<input type="checkbox"/> See Banner form STVMAJR

YDPR - Youth Development Practitioner

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:

If new major, please list the BOR's approved Classification of Instructional Programs (CIP) Code:

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.ifap.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.

0.5

Special Program Designations A B N P T U

See Special Program Designations Code Definitions on IRAO Program Code Request webpage

Required Terms of Enrollment: Fall Spring Summer Extended

IRA0 USE ONLY: DATE RECEIVED

ADDITIONAL COMMENTS (for modifying existing program codes, specify the term to turn on/off the online application, the recruitment/admission term, and the general student/history/degree term.)

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

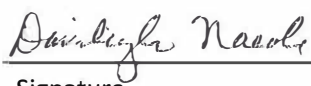
CERTIFICATES ONLY: Please check one (1) statement. This certificate is a...


- BOR approved certificate. BOR Meeting/Approval Date: _____
- Chancellor approved within an authorized BOR program. BOR Program: AS-HSER
- 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)
Flora Mora

Signature
8/19/20
Date

Financial Aid Officer
(Print Name)
Davileigh Naeole

Signature
8/19/20
Date

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

Signature
9/25/2020
Date



UNIVERSITY of HAWAII*
MAUI COLLEGE

August 19, 2020

MEMORANDUM

TO: Donald O. Straney
Vice President for Academic Planning and Policy

FROM: Lui K. Hokoana
Chancellor

SUBJECT: Program Action at UH Maui College

I have approved the following program actions so that the necessary codes can be established in Banner. If you have any questions or concerns, please let me know. Thank you for your assistance.

NEW PROGRAM CODE

AAS-AMT2-ABRP (Auto Body Repair & Painting) Effective Term Fall 2020.
CA-AMT2-ABRP (Auto Body Repair & Painting) Effective Term Fall 2020.
CO-AMT2-AMHA (Heating & Air Conditioning) Effective Term Fall 2020.
CO-AMT2-AMSS (Suspension & Steering) Effective Term Fall 2020.
CA-CTEC-BUCO (Building Maintenance & Construction) Effective Term Fall 2020.
CA-CTEC-FMGT (Facilities Management) Effective Term Fall 2020.
CA-CTEC-FMEC (Facilities Mechanical) Effective Term Fall 2020.
CO-CTEC-ACM (Air Conditioning Maintenance) Effective Term Fall 2020.
CO-CTEC-FMGT (Facilities Management) Effective Term Fall 2020.
AS-CM-CFLM (Filmmaking) Effective Term Fall 2020.
AS-CM-GRAP (Graphic Design) Effective Term Fall 2020.
AS-CM-WEBD (Web Development) Effective Term Fall 2020.
CA-CM-CFLM (Filmmaking) Effective Term Fall 2020.
CA-CM-GRAP (Graphic Design) Effective Term Fall 2020.
CA-CM-WEBD (Web Development) Effective Term Fall 2020.
CO-HSER-YDPR (Youth Development Practitioner) Effective Term Fall 2020.
CO-NSCI-SCLT (Science Lab Technician) Effective Term Fall 2020.
CO-BTEC-CPRP (Career Preparation) Effective Term Fall 2020.

REPLACE PROGRAM CODE

CO-BUSM-EMKT (e-Marketing) Effective Term Fall 2017.

NEW SUBJECT CODE

HDFS (Human Development & Family Studies) Effective Term Fall 2020.
FMGT (Facilities Management) Effective Term Fall 2020.

CC: Pearl Iboshi, Director of IRAO
Tammi Oyadomari-Chun, UHCC Director of Academic Programs
Debra Nakama, Vice Chancellor of Student Affairs
Kahele Dukelow, Dean of Arts & Sciences
Laura Nagle, Dean of CTE
Kulamanu Ishihara, Assistant Professor, Counseling

310 W. Ka'ahumanu Avenue
Kahului, HI 96732-1617
Telephone: 808 984-3655
Fax: 808 984-3546
Website: www.maui.hawaii.edu

ORIGINAL

Curriculum proposal number 2005.65

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 HSER 130; HSER 270; IS 105BCD Proposal type Certificate of Competence - Youth Development Practitioner

Author Lee Stein ext 338 e-mail lstein@hawaii.edu

Consulted with Elaine Yamashita, Wallete Pellegrino, Cyrilla Pascual, Lynn Britton

- Written proposal reviewed by discipline representative to the Curriculum Committee Date 10/24/05
- Consulted with Articulation Coordinator (for General Education Core courses only) Date _____
- Written proposal discussed in unit Date 10/14/05
- Original CAR signed by Unit Chair Date 10/25/05
- Original proposal forwarded to Curriculum Committee (course outline may be an e-mail attachment or on disk) Date _____
- Passed by Curriculum Committee, CAR signed by Chair, Academic Senate Chair notified Date _____
- Approved by Academic Senate, CAR signed by Chair Date _____
- Forwarded to and received by Chief Academic Officer Date _____
- Reviewed and CAR signed by Chief Academic Officer Date 2/25/06
- Forwarded to and received by Chancellor Date 3/1/06
- Reviewed and CAR and Course Outline signed by Chancellor Date 3/03/06
- Signed originals returned to Curriculum Chair Date _____

Distribution/Information Posting/Follow-up

- Copy of signed original Course Outline sent to author for his/her files Date _____
- Course Outline published to Curriculum Committee web page Date _____
- Effective date of proposal posted on Curriculum Committee website Date _____
- Banner input completed Date _____
- Catalog/Addendum input completed Date _____
- E-mail notice of approval to entire college Date _____
- Copy of original & disc forwarded to Articulation Coordinator, if necessary Date _____
- Databases: Curriculum Review Dates [Excel] and Yearly Curriculum Actions [Access] updated Date _____
- Other _____ Date _____
- Signed original placed in Chief Academic Officer's master curriculum files Date _____

et

Curriculum proposal number _____

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

1. Author(s) Lee Stein

2. Authors' unit(s) Social Science

3. Date submitted to Curriculum Committee Nov. 1, 2005

4. a. General type of action? course program

b. Specific type of action

Addition

regular

experimental

other (specify)

Modification

number/alpha

title

credits

description

prerequisites

corequisites

program

other (specify)

Certificate of Competence – Youth
Development Practitioner

5. Reason for this curriculum action: **to fulfill community need for established training competence in new federal job classification of Youth Practitioner**

6. Existing course(s)

HSER 130 (3); HSER 270 (3); IS 105 BCD (1)(1)(1)

alpha number title credits

7. Proposed new/modified course

Certificate of Competence – Youth Development Practitioner 9

alpha number title credits

8. New course description or page number in catalog of present course description, if unchanged.

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9. Prerequisite(s)

10. Corequisite(s)

11. Recommended preparation

12. Is this course cross-listed? yes no If yes, list course

13. Student contact hours per week

lecture ___ hours lab ___ hours lecture/lab ___ hours other ___ hours, explain

14. Revise current MCC General Catalog page(s) _____

15. Course grading letter grade only credit/no credit either audit

16. Proposed semester and year of first offering? _____ semester _____ year

17. Maximum enrollment _____ Rationale, if applicable

18. Special scheduling considerations? yes no If yes, explain.

19. Special fees required? yes no If yes, explain.
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.
22. What method of delivery is appropriate for this course?
 traditional HITS (interactive TV) cable on-line any of these
 other, explain
23. Course fulfills requirement for _____ program/degree
 Course is an elective for _____ program/degree
 Course is elective for AA degree
24. This course increases decreases makes no change in number of credit required
for the program(s) affected by this action
25. Is this course taught at another UH campus? yes no
a. If yes, specify campus, course, alpha and number
b. If no, explain why this course is offered at MCC
26. a. Course is articulated at
 UHCC UH Manoa UH Hilo UH WO Other/PCC
b. Course 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

[Signature] 10/20/05
Author or Program Coordinator/Date

Approved by

[Signature] 2/15/06
Academic Senate Chair/Date

Requested by

[Signature] 10/25/05
Division or Unit Chair/Date

[Signature] 2/25/06
Chief Academic Officer/Date

Recommended by

[Signature] 02/10/06
Curriculum Chair/Date
Revised Feb 2005/AC

[Signature] MAR - 6 2006
Chancellor/Date

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 areas of specialization in which an Associate in Science degree is granted: Early Childhood Education and Substance Abuse Counseling. Call the program coordinator, Elaine Yamashita, at 984-3208 or a counselor for a careful selection of courses and further details.

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

Case Management: 9 credits

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

Substance Abuse Counseling I: 9 credits

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

Substance Abuse Counseling II: 9 credits

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

2.0 GPA required in courses taken for Cert. Co.

Preschool Child Development Associate: 9 credits

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

Youth Development Practitioner: 9 credits

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

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

Early Childhood Education: 22 credits

Education 105(3), 110(3), 131(3), 190 or 191v(4), 291v(3)

Education/Family Resources 140(3)

Education 245/Family Resources 235(3) - cross-listed courses

3.2 GPA required in C.C. courses & 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 C.C. courses & C or better in each

Requirements for Certificate of Achievement (C.A.): 31-32 credits

Human Services 110(3)

Family Resources 231(3), 232(3)

Education 190/191v*** or Human Services 193v(4)

Business Technology 150(3)

Psychology 100 or 170(3) - *General Education requirement*

IS105C(1) - *optional for in-service personnel*

English 22 or English 100(3)

Philosophy 110**, Mathematics 100(3), 111(3), or 115(3)

Specialization/interest elective(6)

Requirements for Certificate of Achievement (C.A.) Early Childhood Specialization: 31-32 credits

Education 105(3), 110(3), 115(3), 131(3), 190 or 191v(4), 263(3), 264(3), 275(3), 291v(4)

Education/Family Resources 140(3), 245(3)

6 credits Education or Family Resources courses

Human Services 110(3)

English 22 or 100(3)

Philosophy 110**, Mathematics 100(3), 111(3), or 115(3), Math 115 strongly recommended.

Humanities or Natural Science elective (3-4)*****

Psychology 100 or Sociology 100

or Anthropology 200(3)

Requirements for Associate in Science (A.S.) Degree: 62-66 credits

All C.A. courses plus:

Education 291v*** or Human Service 293v(4)

English 100(3) - *if not taken for C.A.*

Communication 145(3)

Sociology 100 or Anthropology 200(3) - *Social Science*

Specialization/interest elective(9)

Humanities elective(3)*****

Natural Science elective(3)*****

Electives(6)

* *Note: Courses required for the Certificate of Achievement.*

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

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

**** *Note: See Counselor or program advisor for approved electives (3).*

(continued on the next page)