

# ADMISSION STOP-OUT OR TERMINATION OF PROGRAM CODE

CLEAR FORM

Form #CR-AP5  
Modified March 2019

Date: May 9, 2023

## REQUESTOR CONTACT INFORMATION

Name Kimberley P. Collins Campus Hawai'i CC  
Title VC for Academic Affairs Email kpcollin@hawaii.edu  
Office/Dept VCAA Office Phone 808-937-7302

## PROGRAM CODE FOR ADMISSION STOP-OUT ONLY OR TERMINATION (PLEASE CHECK ONE)

Program Code AAS-ET Program Description Electronics Tech  
Institution HAW - Hawaii Community College Campus HAW - Hawaii Community College  
College HawaiiCC Department Applied Tech Educ Div  
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 2022, 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                     , 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 Fall 2024, 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

## ADDITIONAL COMMENTS

IRAO USE ONLY: DATE RECEIVED

**ATTACHMENTS**

Termination of an Associate, Bachelor and Graduate Degrees, and sole credential certificates.

Memo with President's Approval, with cc to Vice President for Academic Planning and Policy, regarding program action.

Admission stop-outs, termination of a Certificate (eg. Certificate of Achievements, Certificates of Competence, Subject Certificates, Academic Subject Certificates) & Associate in Technical Studies (ATS) Degree.

Memo from Chancellor to Vice President for Academic Planning and Policy regarding program action.

**VERIFICATIONS**

*By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.*

<b>Registrar (Print Name)</b>	<b>Financial Aid Officer (Print Name)</b>	<b>For Community Colleges, verification of consultation with OVPC Academic Affairs:</b>
<b>Sherise Tiogangco</b>	<b>Calvin Black</b>	<b>Tiana Loo</b>
<hr/>	<hr/>	<hr/>
<i>Sherise Tiogangco</i>	<i>Calvin Black</i>	<i>Tiana Loo</i>
Jul 24, 2023	Jul 25, 2023	Aug 15, 2023
<hr/>	<hr/>	<hr/>
Signature	Signature	Signature
Date	Date	Date

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

# ADMISSION STOP-OUT OR TERMINATION OF PROGRAM CODE

CLEAR FORM

Form #CR-AP5  
Modified March 2019

Date: May 9, 2023

## REQUESTOR CONTACT INFORMATION

Name Kimberley P. Collins Campus Hawai'i CC  
Title VC for Academic Affairs Email kpcollin@hawaii.edu  
Office/Dept VCAA Office Phone 808-937-7302

## PROGRAM CODE FOR **ADMISSION STOP-OUT ONLY** OR **TERMINATION** (PLEASE CHECK ONE)

Program Code CA-ET Program Description Electronics Tech  
Institution HAW - Hawaii Community College Campus HAW - Hawaii Community College  
College HawaiiCC Department Applied Tech Educ Div  
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 2022, 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                     , 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 Fall 2024, 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

## ADDITIONAL COMMENTS

IRAQ USE ONLY: DATE RECEIVED

**ATTACHMENTS**

Termination of an Associate, Bachelor and Graduate Degrees, and sole credential certificates.

Memo with President's Approval, with cc to Vice President for Academic Planning and Policy, regarding program action.

Admission stop-outs, termination of a Certificate (eg. Certificate of Achievements, Certificates of Competence, Subject Certificates, Academic Subject Certificates) & Associate in Technical Studies (ATS) Degree.

Memo from Chancellor to Vice President for Academic Planning and Policy regarding program action.

**VERIFICATIONS**

*By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.*

Registrar  
(Print Name)

**Sherise Tiogangco**

*Sherise Tiogangco*

Jul 24, 2023

Signature

Date

Financial Aid Officer  
(Print Name)

**Calvin Black**

*calvin black*

Jul 25, 2023

Signature

Date

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

**Tiana Loo** ...

*Tiana Loo*

Aug 15, 2023

Signature

Date

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

# ADMISSION STOP-OUT OR TERMINATION OF PROGRAM CODE

CLEAR FORM

Form #CR-AP5  
Modified March 2019

Date: May 9, 2023

## REQUESTOR CONTACT INFORMATION

Name Kimberley P. Collins Campus Hawai'i CC  
Title VC for Academic Affairs Email kpcollin@hawaii.edu  
Office/Dept VCAA Office Phone 808-937-7302

## PROGRAM CODE FOR **ADMISSION STOP-OUT ONLY** OR **TERMINATION** (PLEASE CHECK ONE)

Program Code CO-ET Program Description Electronics Tech  
Institution HAW - Hawaii Community College Campus HAW - Hawaii Community College  
College HawaiiCC Department Applied Tech Educ Div  
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 2022, 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                     , 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 Fall 2024, 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

## ADDITIONAL COMMENTS

IRAQ USE ONLY: DATE RECEIVED

**ATTACHMENTS**

**Termination of an Associate, Bachelor and Graduate Degrees, and sole credential certificates.**

Memo with President's Approval, with cc to Vice President for Academic Planning and Policy, regarding program action.

**Admission stop-outs, termination of a Certificate (eg. Certificate of Achievements, Certificates of Competence, Subject Certificates, Academic Subject Certificates) & Associate in Technical Studies (ATS) Degree.**

Memo from Chancellor to Vice President for Academic Planning and Policy regarding program action.

**VERIFICATIONS**

*By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.*

**Registrar  
(Print Name)**

**Sherise Tiogangco**

*Sherise Tiogangco*

**Signature**

Jul 24, 2023

**Date**

**Financial Aid Officer  
(Print Name)**

**Calvin Black**

*calvin black*

**Signature**

Jul 25, 2023

**Date**

**For Community Colleges,  
verification of consultation with  
OVPC Academic Affairs:**

**Tiana Loo**

*Tiana Loo*

**Signature**

Aug 15, 2023

**Date**

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



UNIVERSITY of HAWAII®  
**HAWAII**  
COMMUNITY COLLEGE

**MEMORANDUM**

July 21, 2023

TO: Susan Kazama  
Interim Chancellor, Hawai'i Community College

FROM: Kimberley P. Collins *Kimberley Collins*  
Vice Chancellor for Academic Affairs

SUBJECT: Request to Temporarily Stop Out Electronics Technology (ET) AAS/CA and Network Technology CO

**SPECIFIC ACTION REQUESTED:**

The Electronics Technology (ET) program requests your approval to temporarily Stop Out the admission of new students to its Associate of Applied Science (AAS) degree and Certificate of Achievement (CA) and Network Technology Certificate of Competence (CO) effective Fall 2022.

**ADDITIONAL COST:**

No additional costs are incurred by this action.

**RECOMMENDED EFFECTIVE DATE FOR NEW CURRICULA:**

Fall 2005

**BACKGROUND INFORMATION:**

Hawai'iCC's ET program consistently struggled to attract students with very few majors and graduates. Three campuses (HawCC, KauCC, MauC) offer this program with two program titles ("Electronic Technology" and "Electronic and Computer Engineering Technology"). MauiC no longer offer the BS in Engineering Technology.

Fall 2021 the only ET faculty resigned due to personal reasons. This initiated the temporary Stop Out to have time to evaluate program.

Began conversations with other CCs on articulating curriculum. It is difficult to consolidate this program with other CCs since hand-on practical experience is key and curriculum is not easily delivered via online and workforce requirements vary between counties.

Collaboration internally with AEC and AG is ongoing to streamline possible course offerings

1175 Manono St.  
Hilo, Hawai'i 96720-5096  
Telephone: (808) 934-2512  
Fax: (808) 974-7770  
[www.hawacc.hawaii.edu](http://www.hawacc.hawaii.edu)

This program has acquired a co-partnership National Science Foundation (NSF) grant with the Agriculture Program to build a mobile, vertical self-contained growing system. This system will promote food sustainability and security for our State. The NSF grant objectives have been severely impacted without the full-time faculty.

Current local workforce needs are in the area of installation and maintenance of industrial process controls, computer engineering and communication infrastructure. Curriculum will be redesigned to meet new industry needs.





UNIVERSITY of HAWAII®  
**HAWAII**  
COMMUNITY COLLEGE

July 21, 2023

**MEMORANDUM**

**TO:** David Lassner  
President

**VIA:** Deborah Halbert  
VP of Academic Strategy

**VIA:** Della Teraoka  
Interim Associate Vice President for Academic Affairs

**FROM:** Susan Kazama *Suzanne*  
Interim Chancellor

**SUBJECT:** Request to Temporarily Stop Out Electronic Technology (ET) AAS/CA and Network Technology CO

**SPECIFIC ACTION REQUEST:**

The Electronics Technology (ET) program requests your approval to temporarily Stop Out the admission of new students to its Associate of Applied Science (AAS) degree and Certificate of Achievement (CA) and Network Technology Certificate of Competence (CO) effective Fall 2022.

**ADDITIONAL COST:**

No additional costs are incurred by this action.

**RECOMMENDED EFFECTIVE DATE OF NEW CURRICULA:**

Fall 2025.

**BACKGROUND INFORMATION:**

Hawaii CC's ET Program consistently struggled to attract students with very few majors and graduates. Three campuses (HawCC, KauCC, Maui College) offer this program with two program titles ("Electronics Technology" and "Electronic and Computer Engineering Technology"). Maui College no longer offers the BS in Engineering Technology.

Fall 2021 the only ET faculty resigned due to personal reasons. This initiated the temporary Stop Out to have time to evaluate the program.

Began conversations with other CCs on articulating curriculum. It is difficult to consolidate this program with other CCs since hands-on practical experience is key and curriculum is not easily

1175 Manono Street  
Hilo, Hawaii'i 96720-5096  
Telephone: (808) 934-2503  
Fax: (808) 934-2501  
www.hawaii.hawaii.edu

delivered via online and workforce requirements. vary between counties.

Collaboration internally with AEC and AG is ongoing to streamline possible course offerings.

This program has acquired a co-partnership National Science Foundation (NSF) grant with the Agriculture Program to build a mobile, vertical self-contained growing system. This system will promote food sustainability and security for our State. The NSF grant objectives have been severely impacted without the full-time faculty.

Current local workforce needs are in the area of installment and maintenance of industrial process control systems, computer engineering and communication infrastructure. Curriculum will be redesigned to meet new industry needs.

**Attachments:** ET Stop Out Form  
Memo from VCAA to Chancellor











# Code Request Forms/Memos - Temp Stop Out - ET Program July 2023

Final Audit Report

2023-07-26

Created:	2023-07-21 (Hawaii-Aleutian Standard Time)
By:	Sandra Kama (skama@hawaii.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2s1D--3eEJePw51QMbTwW9yhV8kwc7GB

## "Code Request Forms/Memos - Temp Stop Out - ET Program July 2023" History

-  Document created by Sandra Kama (skama@hawaii.edu)  
2023-07-21 - 4:44:42 PM HST- IP address: 166.122.233.11
-  Document emailed to Sherise Tiogangco (sherise@hawaii.edu) for signature  
2023-07-21 - 4:48:33 PM HST
-  Email viewed by Sherise Tiogangco (sherise@hawaii.edu)  
2023-07-24 - 7:27:41 AM HST- IP address: 66.249.84.69
-  Document e-signed by Sherise Tiogangco (sherise@hawaii.edu)  
Signature Date: 2023-07-24 - 7:32:58 AM HST - Time Source: server- IP address: 166.122.233.6
-  Document emailed to Calvin Black (calvin22@hawaii.edu) for signature  
2023-07-24 - 7:33:00 AM HST
-  Email viewed by Calvin Black (calvin22@hawaii.edu)  
2023-07-24 - 8:25:26 AM HST- IP address: 66.249.84.67
-  Document e-signed by Calvin Black (calvin22@hawaii.edu)  
Signature Date: 2023-07-25 - 5:45:55 PM HST - Time Source: server- IP address: 166.122.233.0
-  Document emailed to Susan Kazama (smurata@hawaii.edu) for signature  
2023-07-25 - 5:45:57 PM HST
-  Email viewed by Susan Kazama (smurata@hawaii.edu)  
2023-07-25 - 9:51:56 PM HST- IP address: 66.249.84.78
-  Document e-signed by Susan Kazama (smurata@hawaii.edu)  
Signature Date: 2023-07-26 - 3:40:29 PM HST - Time Source: server- IP address: 166.122.233.4

✔ Agreement completed.

2023-07-26 - 3:40:29 PM HST






# Memo & Forms to Stop Out HawCC ET

Final Audit Report

2023-08-15

Created:	2023-08-15 (Hawaii-Aleutian Standard Time)
By:	Sandra Kama (skama@hawaii.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_yCPf5zsJNvFZo2X9CibCbokQnMSE9yR

## "Memo & Forms to Stop Out HawCC ET" History

-  Document created by Sandra Kama (skama@hawaii.edu)  
2023-08-15 - 9:09:00 AM HST- IP address: 166.122.233.11
-  Document emailed to Tiana Loo (tcho@hawaii.edu) for signature  
2023-08-15 - 9:11:15 AM HST
-  Email viewed by Tiana Loo (tcho@hawaii.edu)  
2023-08-15 - 1:45:05 PM HST- IP address: 66.249.84.68
-  Document e-signed by Tiana Loo (tcho@hawaii.edu)  
Signature Date: 2023-08-15 - 2:36:54 PM HST - Time Source: server- IP address: 166.122.145.147
-  Agreement completed.  
2023-08-15 - 2:36:54 PM HST