

IRAO OFFICE USE ONLY	
Received	3/14/17
In Banner	
MTVCOMP/Codeset	
Master Curriculum	
CIP Code	
Program Code	
Program Description	

Reset Form

University of Hawai'i  
Code Request Form for Academic Programs for

# NEW OR MODIFY PROGRAM CODE

**New Program Code**       **Modify Program Code**

Date: July 26, 2016

**REQUESTOR CONTACT INFORMATION**

Name Joyce Hamasaki Campus Hawaii CC  
 Title Dean of Career and Technical Education Email joycei@hawaii.edu  
 Office/Dept Academic Affairs Phone 934-2522

**NEW PROGRAM CODE TO CREATE**

Institution HAW - Hawaii CC Campus HAW - Hawaii CC  
 Level UG - Undergraduate Effective Term Fall 2016

	Code <small>(Max. Characters)</small>	Description	Check if requesting new code:
College	(2) <u>BE</u>	<u>Business Education &amp; Tech</u>	<input type="checkbox"/> See Banner form STV_COLL
Department	(4) <u>IT</u>	<u>Information Technology</u>	<input type="checkbox"/> See Banner form STV_DEPT
Degree/Certificate	(6) <u>CO</u>	<u>Certificate of Competence</u>	<input type="checkbox"/> See Banner form STV_DEGC
Major	(4) <u>IT S</u>	<u>Information Technology</u>	<input type="checkbox"/> See Banner form STV_MAJR
Concentration	(4) <u>CYBS ISA</u>	<u>Cybersecurity Information Security</u>	<input checked="" type="checkbox"/> See Banner form STV_MAJR
Minor	(4) _____	<u>Assurance</u>	<input type="checkbox"/> See Banner form STV_MAJR

If a similar major/concentration code exists in Banner, please list the code: IT-ITCS, IT-ISSP

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

Neither of these descriptions applies to cybersecurity.

ISSP may seem close, but the title is Information Security Specialist, which does not apply to this general cybersecurity training.

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.* 2.5

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

ADDITIONAL COMMENTS

[Empty box for additional comments]

ATTACHMENTS

**BOR Approved:** Associate, Bachelor and Graduate Degrees, and sole credential certificates

- BOR Meeting Minutes & Supporting Documents                       Curriculum

**Chancellor Approved:** Certificates related to authorized BOR program & Associate in Technical Studies (ATS) Degree

- Memo from Chancellor to notify VPAA about new program                       Curriculum

For new certificates approved by the Chancellor, the related BOR authorized academic program is:  
AS in Information Technology    IT-AS

VERIFICATIONS

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

**Registrar:**

Dorinna Mamuet-Cortez                      [Signature]                      7/29/2014  
Print Name    Signature    Date

**Financial Aid Officer:**

Susan Olsen                                      [Signature]                                      07-27-2016  
Print Name    Signature    Date

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

Suzette Robinson                              [Signature]                                      3/10/17  
Print Name    Signature    Date



Fourth Semester		CO	CA	AAS
Bus 120	Principles of Business	-	-	3
Computer Literacy				
	ICS 100, ICS 101, or Busn 150	-	-	3
HosT 293V	Hospitality Internship	-	-	3
HosT 295	Hospitality Capstone	-	-	3
Elective	Social Environment †† (numbered 100 or higher)	-	-	3
Elective	Natural Environment †† (numbered 100 or higher)	-	-	3
TOTAL		-	-	18
TOTAL		18	36	63

\*\* Meets competency requirement in mathematics or communications

†† Meets requirement for Cultural Env. or Natural Env.

### Human Services (HSER)

**Faculty:** S. Claveria

This certificate prepares students for entry- and mid-level entry employment in such diverse settings as group homes and halfway houses; correctional, developmentally delayed, and community mental health centers; family, child and youth agencies; and programs concerned with special needs such as alcoholism, drug abuse, family violence, homelessness, and aging.

#### Program Learning Outcomes

Upon successful completion, students are prepared to:

- Portray a respectful attitude harmonizing with place, culture, and diverse perspectives, through a reflection of values and self awareness.
- Evaluate employment and educational opportunities through a comprehensive awareness of the function of Human Services in the community.
- Utilize communication skills and implement strategies to assess the multiple causes of social issues and concerns.

#### Human Services Requirements

	CO
* HSer 110 Introduction to Human Services	3
* HSer 193 Human Services Practicum I	3
* HSer 293 Human Services Practicum II	3
Psy Psy 100 or Psy 170	3
Eng Eng 22 or (ESL 22G and ESL 22W) or higher	3
Soc. Env. option courses approved by HServ. Coordinator	6
TOTAL	21

\* A grade of "C" or better is required to earn a certificate and/or degree

### Information Technology (IT)

**Faculty:** A. Brown

The Information Technology program is a career-laddered, competency-based program that provides training in the use and support of business-related computer systems, data communication networks (including local area networks), and the development of business computer information systems programs using procedural, event-driven and object-oriented programming techniques.

The program includes a combination of business, computer, and information technology courses. Campus-based computer and networking projects, faculty supervised laboratories, and workplace internships provide hands-on experience designed to prepare students for positions in computer support, programming, network administration, or systems development in a business information technology system. The program focuses on computers and information technology as tools to solve business problems.

#### Program Learning Outcomes

Upon successful completion, students are prepared to:

- Information Systems - Plan, develop, and implement the hardware, software, and procedural components of a data processing system in a business environment.
- Networking - Plan, develop, and implement the hardware, software, and procedural components of a data communications system in a business environment.
- Programming - Plan, develop, implement, and document computer programs that meet the data processing requirements of a business organization.
- Productivity - Work independently and cooperatively to deliver reports, programs, projects, and other deliverables that document a business organization's information technology requirements.
- Legal/Ethical/Professional - Base decisions and actions on the legal, ethical, and professional guidelines and practices of the information technology field.
- Explore - Demonstrate the ability to search, analyze, and synthesize current information and solutions in the rapidly changing information technology profession.

#### Entry Requirements

• Proficiency levels in reading, writing and/or mathematics are required to register for some or all of the Program courses:

Subject Area	Course Completion	or	Placement into course
Mathematics	Math 22 or 24		Math 26 or Math 76
Reading	Eng 21 or ESL 21		Eng 102

#### First Semester

	CA	AS
* ICS 101 Digital Tools for the Information World	4	4
* ITS 103 Introduction to the Programming Process	4	4
* ITS 104 Computer Hardware Support	4	4
Acc 201 Intro to Financial Accounting	3	3
** Eng 102 College Reading Skills	3	3
TOTAL	18	18

Second Semester		CA	AS
* ITS 108	Computer Software Support	3	3
* ITS 118	Visual Programming for Busn Applications	4	4
* ITS 121	Computing Topics	3	3
** Eng 100	Composition I	3	3
** Math 100	Survey of Mathematics or higher	3	3
<b>TOTAL</b>		<b>16</b>	<b>16</b>

Third Semester		CA	AS
* ITS 151	Applied Database Programming in an Object Oriented Environment	-	4
* ITS 215	Network Administration	-	4
* ITS 218	Help Desk Support	-	3
** SpCo 151	Intro to Speech and Communication	-	3
Elective ††	Cultural Env., Natural Env., Social Env.†	-	3
<b>TOTAL</b>		<b>-</b>	<b>17</b>

Fourth Semester		CA	AS
* ITS 293	IT Program Internship	-	3
* ITS 221	Advanced Computing Topics	-	3
* ITS 284	Data Communications Fundamentals	-	3
Electives ††	Cultural Env., Natural Env., Social Env.†	-	6
<b>TOTAL</b>		<b>-</b>	<b>15</b>
<b>TOTAL</b>		<b>34</b>	<b>66</b>

Computer Support Certificate of Competence		CA	AS
* ICS 101	Digital Tools for the Information World	4	
* ITS 104	Computer Hardware Support	4	
* ITS 108	Computer Software Support	3	
<b>TOTAL</b>		<b>11</b>	

Cyber Security Certificate of Competence		CA	AS
* ICS 101	Digital Tools for the Information World	4	
* ITS 121	Computing Topics	3	
* ITS 215	Network Administration	4	
* ITS 221	Advanced Computing Topics	3	
* ITS 284	Data Communications Fundamentals	3	
* ICS 281	Ethical Hacking	3	
* ICS 282	Computer Forensics	3	
<b>TOTAL</b>		<b>23</b>	

\* A grade of "C" or better is required to earn a certificate and/or degree  
 \*\* Meets competency requirement in mathematics or communications  
 † Any Social Environment elective other than ICS 100.  
 †† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural Env., Natural Env., Social Env.  
 All elective courses must be numbered 100 or above.

## Liberal Arts (AA-LBRT) Associate in Arts Degree

Faculty:	
M. Bader	R. Brashear-Kaulfers
L. Brezinsky	S. Claveria
T. Cravens (WH)	T. Dean (WH)
S. Dansereau	E. Flores (WH)
S. Giordanengo	M. Hu
B. Jones	L. Jones (WH)
R. Kalauli	D. Kalei
L. Kaluna	K. Keali'ikanaka'ole
K. Kotecki	M. Larish
B. Laurich	W. Lawrenz
B. Lincoln Maielua	J. Lerma
C. Marlow	J. Marlow
C. Mospens	V. Murakami
R. Namba	C. Naguwa
T. Nahm-Mijo	M. Phillips
N. Rodriguez	D. Salvador
J. Savage	P. Scheffler
J. Schumaker	K. Sims (WH)
J. Smith	O. Steele
W. Sugikawa	T. Tangarō
J. Stradtman-Carvalho	D. Tsugawa (WH)
C. Wilcox-Boucher	M. Wong-Wilson

The Associate in Arts degree Program, also referred to as the Liberal Arts (LBRT) Program, is designed for students who are preparing themselves to transfer to a four-year college or university.

### Program Learning Outcomes

- Upon successful completion, students are prepared to:
- Communicate Effectively - Speak and write to communicate information and ideas in academic settings.
  - Think Critically - Retrieve, read, and utilize information and synthesize, analyze, and evaluate that information to gain understanding and make informed decisions.
  - Reason Quantitatively - Use quantitative, logical, and symbolic reasoning to address theoretical and real-world problems.
  - Apply Areas of Knowledge - Utilize methods, perspectives, and content of selected disciplines in the natural sciences, social sciences, and humanities.
  - Engage as Global Citizens - Demonstrate awareness of the relationship between self, community, and the environment, respecting cultural diversity and an understanding of ethical behavior.

To earn the Associate in Arts Degree in Liberal Arts (LBRT) from HawCC, a student must meet the following requirements:

1. Credits Required: A total of 60 credits earned at or transferred to HawCC in 100-200 level courses
2. A minimum of 12 credits must be completed at HawCC
3. Minimum GPA Required: A minimum cumulative GPA of 2.0 is required for graduation
4. CR/NC option may be used to satisfy area and general elective requirements (Policy Haw 5.503)

- Home Help
- My Tasks
- Courses
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- Log Out

Welcome: SHYANN VIERNES (ANTH)

Program Detail: Certificate of Competence in Cyber Security BE -

Approval History | Approver Comments | Approval Status | Action Log

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**Approval History**

01/24/2016 - YAMANER

02/05/2016 - YAMANER  
Revision requested for item(s): 8,6

02/05/2016 - YAMANER  
Revision requested for item(s): 5

02/05/2016 - YAMANER

03/02/2016 - DLSALVAD

03/08/2016 - DLSALVAD

03/19/2016 - PERALTO

06/10/2016 - STRALIC

06/13/2016 - SHYANNV

06/13/2016 - SANDERS  
Why does the Hawaii CC Certificate require 23 credits when the Certificate at Kapiolani is 15 credits and 18 credits at UHMC and Leeward.

06/13/2016 - JOYCEI

06/14/2016 - JONISHI

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**Approval Comments**

- Reviewer comments (0)
- Approval comments (0)
- Review within approval comments (0)

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**Approval Status**

**Completed approvals**

Search:

Sequence	Approver	Title	Position	Date	Role	Approved	Progress
No data available in table							

Showing 0 to 0 of 0 entries

**Pending approvals**

Search:

Sequence	Approver	Title	Position	Delegate
2	DLSALVAD	INSTRUCTOR, ENGLISH	FACULTY/CRC CHAIR	
8	JONISHI	INTERIM CHANCELLOR	ADMINISTRATION	
7	JOYCEI	INTERIM VICE CHANCELLOR FOR ADCADEMIC AFFAIRS	ADMINISTRATION	
3	PERALTO	PROFESSOR, ACCOUNTING	FACULTY/SENATE CHAIR	

6	SANDERS	INTERIM DEAN OF CAREER AND TECHNICAL EDUCATION	ADMINISTRATION
5	SHYANNV	EDUCATIONAL SPECIALIST, ACADEMIC SUPPORT - CURRICU	STAFF
4	STRASLIC	EDUCATIONAL SPECIALIST, ACADEMIC SUPPORT	STAFF
1	YAMANER	PROFESSOR, BUSINESS TECHNOLOGY	FACULTY/DIVISION CHAIR

Showing 1 to 8 of 8 entries

Action Log back to topShow  entries

Search:

User	script	Action	Date
ANNIE	ACTION	Program added Certificate of Competence in Cyber Security	01/22/2016 3:13 PM
ANNIE	ADD	Modify Program Proposal - Certificate of Competence in Cyber Security	01/22/2016 3:13 PM
ANNIE	ACTION	Program created - 69	01/22/2016 3:13 PM
ANNIE	REMOVE	Modify Program Proposal - Certificate of Competence in Cyber Security	01/22/2016 3:16 PM
ANNIE	ADD	Approve Program Proposal - Certificate of Competence in Cyber Security	01/22/2016 3:16 PM
ANNIE	ACTION	CC: Program Notification (YAMANER) - Certificate of Competence in Cyber Security	01/22/2016 3:16 PM
ANNIE	ACTION	Program approval submitted for YAMANER@hawaii.edu - Certificate of Competence in Cyber Security	01/22/2016 3:16 PM
YAMANER	ACTION	Save history - Certificate of Competence in Cyber Security	01/24/2016 7:11 PM
YAMANER	REMOVE	Approve Program Proposal - Certificate of Competence in Cyber Security	01/24/2016 7:11 PM
YAMANER	ADD	Modify Program Proposal - Certificate of Competence in Cyber Security	01/24/2016 7:11 PM
YAMANER	ACTION	CC: Program Notification (ANNIE) - Certificate of Competence in Cyber Security	01/24/2016 7:11 PM
YAMANER	ACTION	Program revision requested by YAMANER - Certificate of Competence in Cyber Security	01/24/2016 7:11 PM
YAMANER	EditFields	Submit	01/24/2016 7:11 PM
ANNIE	ACTION	document IT CO in Cyber Security Description Fall 2016r1 2-4-2016.docx - attached as n13d22b16194-V01-IT CO in Cyber Security Description Fall 2016r1 2-4-2016.docx	02/05/2016 4:23 PM
ANNIE	ACTION	document IT Cybersecurity CO ADVISING SHEET proposed 16-17-revised 2-5-2016.docx - attached as n13d22b16194-V01-IT Cybersecurity CO ADVISING SHEET proposed 16-17-revised 2-5-2016.docx	02/05/2016 4:23 PM
ANNIE	REMOVE	Modify Program Proposal - Certificate of Competence in Cyber Security	02/05/2016 4:27 PM
ANNIE	ADD	Approve Program Proposal - Certificate of Competence in Cyber Security	02/05/2016 4:27 PM
ANNIE	ACTION	CC: Program Notification (YAMANER) - Certificate of Competence in Cyber Security	02/05/2016 4:27 PM
ANNIE	ACTION	Program approval submitted for YAMANER@hawaii.edu - Certificate of Competence in Cyber Security	02/05/2016 4:27 PM
YAMANER	EditFields	Cancelled	02/05/2016 4:45 PM



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**URGENT: Code Request**

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**Joyce Hamasaki** <joycei@hawaii.edu>  
To: Princess Soares <pfrederi@hawaii.edu>

Fri, Mar 24, 2017 at 1:49 PM

It should be ITS, Information Technology.

Thank you,  
Joyce

On Fri, Mar 24, 2017 at 1:04 PM, Princess Soares <pfrederi@hawaii.edu> wrote:

Just want to clarify that you are saying that the department should ITS, Information Technology. Sorry if being very technical. If so, I'll ask Melissa Tome to change the departments all to ITS, Information Technology. Mahalo!

On Fri, Mar 24, 2017 at 12:52 PM, Joyce Hamasaki <joycei@hawaii.edu> wrote:

Information Technology is the title of the program of study.  
Joyce

On Fri, Mar 24, 2017 at 12:47 PM, Princess Soares <pfrederi@hawaii.edu> wrote:

Aloha Joyce,

Please confirm the department for the IT program:

IT, Interpretation & Translation (AS-IT, CA-IT)  
ITS, Information Technology (CO-IT-ITCS)

These two departments are showing up for IT programs in Banner. Please confirm.

Mahalo,  
Princess

On Fri, Mar 24, 2017 at 12:40 PM, Princess Soares <pfrederi@hawaii.edu> wrote:

Code will be CO-IT-ISA.

On Fri, Mar 24, 2017 at 12:37 PM, Princess Soares <pfrederi@hawaii.edu> wrote:

Aloha Joyce,

I will write up the summary right now, submit it for the director to review. I won't be in the office majority of the week, so it may be next week Friday when it goes down to Banner Central. Please let me know if you have a needed by deadline.

Mahalo,  
Princess

On Fri, Mar 24, 2017 at 11:38 AM, Joyce Hamasaki <joycei@hawaii.edu> wrote:

Hi Princess

Can you give me the status of the Code request for CO-??....sorry I can't recall the code we finally settled on for cybersecurity.....it's under our IT program.

Thank you,

--

Joyce Hamasaki, RN, MSN  
Dean, Career & Technology Education  
Hawaii Community College <http://hawaii.hawaii.edu>  
1175 Manono Street



Hilo, HI 96720  
808-934-2522

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**Princess Soares**

Institutional Research Analyst  
Institutional Research and Analysis  
University of Hawai'i System  
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1633 Bachman Place  
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