IRAO OFFICE USE ONLY	
Received	2/3/17
In Banner	
MTVCOMP/Codeset	
Master Curriculum	
CIP Code	
Program Code	
Program Description	

University of Hawai'i
Code Request Form for Academic Programs

REPLACE PROGRAM CODE

Date: 12/7/2016

REQUESTOR CONTACT INFORMATION

Name	Kathlen Lee	Campus	Kauai CC
Title	Educational Specialist	Email	kathlen@hawaii.edu
Office/Dept	Academic Affairs	Phone	808-245-8204

NEW PROGRAM CODE TO CREATE

Institution	KAU - Kauai CC	Campus	KAU - Kauai CC
Level	UG - Undergraduate	Effective Term	Fall 2017

		Code (Max. Characters)	Description	Check if requesting new code:
College	(2)	IN	Instructional	☐ See Banner form STVCOLL
Department	(4)	DMED	Digital Media	☐ See Banner form STVDEPT
Degree/Certificate	(6)	CO	Certificate of Competence	☐ See Banner form STVDEGC
Major	(4)	CM	Creative Media	☐ See Banner form STVMAJR
Concentration	(4)	DGD	Digital Graphic Design	☐ See Banner form STVMAJR
Minor	(4)			☐ See Banner form STVMAJR

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:

_____

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.   1 year 30.0000 W

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

University of Hawai'i
Code Request Form for Academic Program Codes

REPLACE PROGRAM CODE

EXISTING PROGRAM CODE TO REPLACE

Program Code	CO-ET-DGD	Program Description	Digital Graphic Design
Institution	KAU - Kauai CC	Campus	KAU - Kauai CC
College	INSTRUCTIONAL	Department	TR
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 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 Fall 2018 , old program code will no longer be available to 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.

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:

Kailana Soto	_Kailana Soto_	12/22/16
Print Name	Signature	Date

Financial Aid Officer:

Jeff Anderson	_signature_	12/30/16
Print Name	Signature	Date

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

Suzette Robinson	_signature_	2/2/17
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.

UNIVERSITY *of* HAWAI'I

KAUA'I
COMMUNITY COLLEGE

December 12, 2016

MEMORANDUM

TO: Risa E. Dickson
                Vice President for Academic Planning and Policy

VIA: James R. Dire
                Vice Chancellor for Academic Affairs

FROM: Helen A. Cox
                Chancellor

SUBJECT: Curriculum Approval

I have approved the following on 12/9/2016 effective Fall 2017.

New
School Health Aide
Certificate of Competence (C.O.) – School Health Aide

Creative Media
Associate in Science (A.S.) – Creative Media

Medical Assisting
Certificate of Competence (C.O.) – Administrative Medical Assisting

Program certificate/title change
Creative Media:
Certificate of Competence (C.O.) – Digital Film (*previously under Digital Media Arts program housed under the Electronics Technology program/Trade Technology division*)
Certificate of Competence (C.O.) – Digital Graphic Design (*previously under Digital Media Arts program housed under the Electronics Technology program/Trade Technology division*)

kl

c   Division Chairs

VCAA Office Use Only	
Effective Fall	2017
Date Approved	12/16
Replaces	5/14

1. Type of Program Action: ☒ Modification ☐ Deletion

PRESENT	CO (Digital Film)	CO (Digital Graphic Design)	PROPOSED	CO (Digital Film)	CO (Digital Graphic Design)	AS (Creative Media)
			Creative Media Courses			
ART 107D		3	ART 107D	3		3
ART 112		3	ART 112	3	3	3
			ART 113		3	
ART 115		3				
ART 117/ENG 117	3					
ART 125		3	ART 125		3	3
			ART 126		3	
ART 147 (not yet proposed)	3					
ART 157	3		ART 157	3		3
			ART 207D	3		
ART 225		3				
ART 229		3	ART 229		3	
ART 248	3		ART 248	3		
ART 250/HIST 250	3					
ART 267	3					
			General Education Courses			
			ENG 100	3	3	3
			ICS 101	3	3	3
			MATH 103			3
			SP 151			3
			Creative Media Electives (Choose from the following): ART 126, ART 159 (pending approval), ART 207D, ART 229, ART 249, or ART 267			15
			Diversification: Social Sciences (DS): Any course designated as DS			3
			Nine credits from the following: ENT 125; ENG 104, ENG 117; any course designated as DB or DP (the one-credit lab **does not** count towards this degree); or any course designated as DA, DH, DL, or FG			9
			Six credits from the following: ART 113, ART 225, ART 248, ART 257 (pending approval); or ICS 111			6
			Three credits from the following: HWST 107 or higher			3
ELECTIVES	3	3				
ART 107D (3)						
ART 112 (3)						
ART 113 (3)*						
ART 126 (3)						
ART 149 (not yet proposed)						
ART 157 (3)*						
ART 190B (1)**						
ART 190C (1)						
ART 190D (1)						
ART 191B (not yet proposed)*						
ART 192B (not yet proposed) *						
ART 194B (not yet proposed)						
ART 194C (not yet proposed)						
ART 194D (not yet proposed)						
ART 207D (3)**						
Art 249 (3)*						
Total Credits	21	21	**Total Credits**	21	21	60

*Electives for the Digital Graphic Design certificate only.
**Electives for both certificates.

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2. **Program Type:**

☐ Associate in Applied Science (AAS)   ☐ Certificate of Achievement (CA)
☐ Associate in Arts (AA)   ☒ Certificate of Competence (CO)
☐ Associate in Arts–Concentration   ☐ Academic Subject Certificate (ASC)
☒ Associate in Science (AS)
☐ Associate in Science Natural Sciences–Concentration (ASNS)

3. **Program Title:** Creative Media

4. **Program Description (for catalog):**

Students in the Creative Media program will receive quintessential learning experiences in the production of professional digital communication technologies, including video production, audio recording, still photography, graphic design, animation, and website development. This comprehensive program provides an abundance of lessons and hands-on activities that give students experiences needed to locate and retain professional careers.

Students may continue to UH West O'ahu to obtain a Bachelor of Applied Science Degree with a concentration in Creative Media or a Bachelor of Arts in Humanities with a concentration in Creative Media. Students planning to transfer to UH West O'ahu are strongly encouraged to seek academic advising upon admission to Kaua'i CC.

Program Admission Requirements:

None.

To meet graduation requirements, all programs require a cumulative GPA of 2.0 or higher for all courses applicable toward the certificate or degree. Include any additional graduation requirements:

None.

5. **List Program Student Learning Outcomes** that were approved by the Assessment Committee on 10/15/14.

1) Apply effective communication skills with peers and clients, demonstrating a high-level of emotional intelligence.
2) Use creative media applications and equipment professionally, demonstrating efficient and safe operating procedures.
3) Apply professional, ethical and legal principles when creating creative media.
4) Develop measurable objectives for creative media projects.
5) Produce professional-quality creative media projects using critical thinking and basic design concepts.

6. **Proposed Date of First Offering:** Fall 2017 (Students completing all requirements for the AS Degree in Creative Media or the Certificate of Competence in Spring 2017 will be awarded the certificate/degree.)

7. **Is this program offered at another UH campus?** ☒ Yes ☐ No
If **Yes**, specify campus. If **No**, why is this program offered at KCC:

The program is offered at Hawai'i CC, Leeward CC, and UH Maui College.

8. **Reason for this Program Action:**

In May 2016, the Board of Regents approved an AS Degree in Creative Media. This degree program will be housed in the Language, Arts, and Humanities division and will replace the Digital Media Arts programs previously nested under the Electronics Technology program in the Trade Technology division.

9. **Board of Regents Approval Needed:** ☒ Yes ☐ No

10. **Indicate the number of semesters required to complete each certificate and degree.**

Certificate/Degree	Number of Semesters
CO Digital Film	2
CO Digital Graphic Design	2
AS Creative Media	4

11. **Program Course Sequencing:** Complete one for each certificate/degree if sequencing is not provided with question #1.

Digital Film Certificate of Competence	
Fall Semester 1	
Course Alpha/No.	Credits
ART 107D	3
ART 112	3
ENG 100	3
ICS 101	3
Spring Semester 2	
Course Alpha/No.	Credits
ART 157	3
ART 207D	3
ART 248	3
Total Credits	21

Digital Graphic Design Certificate of Competence	
Fall Semester 1	
Course Alpha/No.	Credits
ART 112	3
ART 125	3
ENG 100	3
ICS 101	3
Spring Semester 2	
Course Alpha/No.	Credits
ART 113	3
ART 126	3
ART 229	3
Total Credits	21

Creative Media Associate in Science Degree	
Fall Semester 1	
Course Alpha/No.	Credits
ART 112	3
ENG 100	3
ICS 101	3
Choose from the following (total 6 credits for category): ART 113 or ICS 111	3
Creative Media Electives (total 15 credits for category): ART 126 or ART 159	3
Spring Semester 2	
Course Alpha/No.	Credits
ART 107D	3
ART 125	3
MATH 103	3
Choose from the following (total 9 credits for category): ENT 125; or ENG 104 or ENG 117	3
Creative Media Electives (total 15 credits for category): ART 229	3
Fall Semester 3	
Course Alpha/No.	Credits
ART 157	3
Choose from the following (total 6 credits for category): ART 225, ART 248, or ART 257 (pending approval)	3
Choose from the following (total 9 credits for category): Any course designated as DB or DP	3
Creative Media Electives (total 15 credits for category): ART 207D or ART 267	3
Diversification (Social Sciences): Any course designated as DS	3
Spring Semester 4	
Course Alpha/No.	Credits
SP 151	3
Choose from the following: HWST 107 or higher	3
Choose from the following (total 9 credits for category): Any course designated as DA, DH, DL, or FG	3
Creative Media Electives (total 15 credits for category): ART 249, ART 207D, or ART 267	6
Total Credits	60

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Rev 2/29/16

Effective: Fall 2017

NOTES FOR PROPOSED PROGRAM

The following courses/areas will transfer to UH West Oʻahu:
ART 107D
ART 112
ART 113
ART 125
ART 126
ART 159
ART 207D
ART 225
ART 229
ART 248
ART 249
ART 257
ART 267
ENG 100
ENG 117
ENT 125
HWST 107
ICS 101
ICS 111
MATH 103
SP 151
Diversification: Biological Sciences (DB) or Physical Sciences (DP)
Diversification or Foundations: Arts (DA), Humanities (DH), Literatures (DL), or Global and Multicultural Perspectives (FGA, FGB, or FGC)

PROGRAM ACTION REQUEST APPROVAL

PROGRAM: Creative Media Certificates of Competence and Associate in Science Degree

Effective date: Fall 2017

PSLOs Approved by: _____   10/24/16
                      Assessment Committee Chairperson   Date

Proposed by: _____   10/18/16
                      Originator   Date

Requested by: _____   10/24/16
                      Department/Division Chairperson   Date

Approved by: _____   11/18/16
                      Curriculum Committee Chairperson   Date

_____   12/9/16
                      Vice Chancellor for Academic Affairs   Date

_____   12/9/16
                      Chancellor   Date