

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 for
**NEW OR MODIFY
PROGRAM CODE**

Reset Form



New Program Code



Modify 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 Spring 2017

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) <u>IN</u>	<u>Instructional</u>	<input type="checkbox"/> See Banner form STV_COLL
Department	(4) <u>HED</u>	<u>Health Education</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>SHA</u>	<u>School Health Aide</u>	<input type="checkbox"/> See Banner form STV_MAJR
Concentration	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR
Minor	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR

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)? 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.

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

ADDITIONAL COMMENTS

Requesting to add a new program (School Health Aide with a certificate of competence) due to grant funding and community need. Students will be graduating with this certificate in the spring of 2017 so this code is being requested for spring 2017.

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:
In accordance with UHCCP #5.203, section IV.B.10.

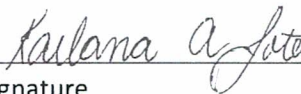
VERIFICATIONS

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

Registrar:

Kailana Soto

Print Name



Signature

12/14/16

Date

Financial Aid Officer:

Jeff Anderson

Print Name



Signature

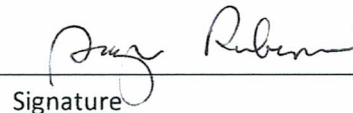
12/30/16

Date

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

Suzette Robinson

Print Name



Signature

2/1/17

Date

**Kaua'i Community College
University of Hawai'i
Program Action Request**

VCAA Office Use Only	
Effective Fall	<u>2017</u>
Date Approved	<u>12/16</u>
Replaces	<u>NEW</u>

1. **Type of Program Action:** New

PROPOSED	CO SHA
Fall semester 1	
NURS 23	3
Spring semester 2	
NURS 25	3
Total Credits	6

2. **Program Type:**

- | | |
|---|---|
| <input type="checkbox"/> Associate in Applied Science (AAS)
<input type="checkbox"/> Associate in Arts (AA)
<input type="checkbox"/> Associate in Arts–Concentration
<input type="checkbox"/> Associate in Science (AS)
<input type="checkbox"/> Associate in Science Natural Sciences–Concentration (ASNS) | <input type="checkbox"/> Certificate of Achievement (CA)
<input checked="" type="checkbox"/> Certificate of Competence (CO)
<input type="checkbox"/> Academic Subject Certificate (ASC) |
|---|---|

3. **Program Title:** School Health Aide

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

This program prepares entry level school health aides who can function successfully in the school health environment. Students will learn to provide culturally sensitive and competent care to elementary, middle and high school students. Graduates of the 75-hour program are eligible to apply for a School Health Aide position with the Hawai'i Department of Education (DOE) and School Health Aide Level II.

Program Admission Requirements:

High School diploma or equivalent. Completion of a First Aid course. Current CPR certificate.

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 6/30/2016.

1. Function in the role of a school health aide under the supervision of a health care professional.
2. Provide safe and age-specific care to school aged children within the scope of a school health aide.
3. Demonstrate adherence to legal and ethical responsibilities of a school health aide.
4. Communicate effectively with students, parents, school staff, and health care professionals.

6. **Proposed Date of First Offering:** Fall 2017 (Students completing all requirements for the Certificate of Competence in Spring 2017 will be awarded the certificate.)

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

Hawai'i CC, Kapi'olani CC, UH Maui College, and Windward CC.

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

Under the Department of Labor, the TAACCCT IV Grant has established a need for professional development and training School Health Aides (SHAs). In order to meet the demands for employment of SHAs in the state of Hawai'i, and a community need on Kaua'i to train SHAs, this program is being offered.

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
Certificate of Competence	2

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

PROGRAM ACTION REQUEST APPROVAL

PROGRAM: School Health Aide Certificate of Competence

Effective date: Fall 2017

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

Proposed by: Danastan 10/24/16
Originator Date

Requested by: James Napoleon 10/24/16
Department/Division Chairperson Date

Approved by: [Signature] 11/18/16
Curriculum Committee Chairperson Date

James R. Dine 12/9/16
Vice Chancellor for Academic Affairs Date

Helen A. Ed 12/9/16
Chancellor Date