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Memo

UNIVERSITY OF HAWAI'I
 CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

REQUESTOR CONTACT INFORMATION	
Date: May 21, 2015	Effective term of request (Semester-Year): Fall 2015
Name: Katy Ho	Title: VCAA
Campus: Honolulu CC	Office/Department: Academic Affairs
Phone: 845-9158	Email: kathyho@hawaii.edu

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE		Banner forms: SMAPRLE, SOACURR, STVMAJR
Institution: Honolulu CC (HON)	College: UN	Department: NS
<input checked="" type="checkbox"/> New program code <input type="checkbox"/> Change/replace existing program code: AS-NSCI-ENGR		
Level: <input checked="" type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> First-Professional <input type="checkbox"/> Post-Baccalaureate <input type="checkbox"/> Other:		
Degree: Associate in Science	Certificate:	
If requesting an existing Major code and/or Concentration code in Banner:		
Existing Major: NSCI <i>Natural Sciences</i>	Existing Concentration: ENGR <i>Engineering</i>	
<small>Code</small>	<small>Description</small>	<small>Code</small> <small>Description</small>
If requesting a new <input type="checkbox"/> Major code or <input type="checkbox"/> Concentration code that does not exist in Banner:		
New Code [4 char/space limit]:		Description [30 char/space limit]:
If a similar major/concentration code exists in Banner, please list the code:		
Is this major/concentration code being used the same way at other UH campuses?		
Is 50% or greater of the classes in this program offered at a location other than the Home Campus? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>(Please consult your Financial Aid Officer on Program Participation Agreement impact)</small>		
Is this program/major/certificate financial aid eligible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <small>(Financial Aid Officer consultation required for all new program codes)</small>		
Should this program be available for applicants to select as their planned course of study on the online application? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <small>(If yes, students may select the code as their <u>only</u> program of study.)</small>		

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Replacing or eliminating an existing program code:

If replacing an existing program code, are current students "grandfathered" under the old code? Yes No

Should the old program code be available for use in Banner? Yes No

Will the old program code be available for:	Banner Module	Yes	No	Ending Term (Semester-Year)
Online Application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Recruitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Admissions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
General Student	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Academic History	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

2. CERTIFICATES ONLY:

Does this certificate qualify as a Gainful Employment Program (Title IV-eligible certificate program)? Yes No
(Please consult your Financial Aid Officer or see: <http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html>)

For new certificates approved by the Chancellor, the related BOR authorized academic program is:

3. NEW CAMPUS, COLLEGE, DIVISION, OR DEPARTMENT CODE		Banner forms: STVCAMP, STV_COLL, STVDIVS, STVDEPT
Campus code [3 char]:	Campus description [30 char/space limit]:	
College code [2 char]:	College description [30 char/space limit]:	
Division code [4 char/space limit]:	Division description [30 char/space limit]:	
Department code [4 char/space limit]:	Department description [30 char/space limit]:	

UNIVERSITY OF HAWAI'I
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4. NEW COURSE SUBJECT CODE (Subject Alpha)		Banner form: STVSUBJ
College:	Department:	
Subject code [4 char/space limit]:	Subject description [30 char/space limit]:	

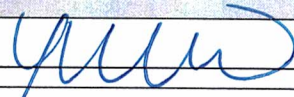


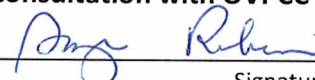
5. NEW MINOR (Minor codes are listed on the Major code table)		Banner form: STVMAJR
Minor Code [4 char/space limit]:	Minor Description [30 char/space limit]:	

Please briefly describe your request and explain why you are requesting the code(s):

In Spring 2015 the college and Chancellor approved to add a pre-engineering concentration to the existing Natural Science AS Degree. An Academic Program code is now being requested.

SUPPORTING DOCUMENTATION
<p>Please see the Code Request Guide for the required supporting documents to be submitted. Documents submitted with this form:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Board of Regents meeting minutes and supporting documents provided to the BOR <input type="checkbox"/> Memo from UH President <input checked="" type="checkbox"/> Memo from Chancellor <input checked="" type="checkbox"/> Curriculum (required for requests for new programs/majors/minors/certificates) <input type="checkbox"/> Gainful Employment Program notification to the US Department of Education <input type="checkbox"/> Other: _____

UNIVERSITY OF HAWAI'I
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

CAMPUS VERIFICATION		
Requestor Signature <u></u>		Date <u>MAY 21 2015</u>
Registrar (If different from Requestor) Josephine Stenberg Print name	<u></u> Signature	<u>5/21/15</u> Date
Email/memo in lieu of Registrar's signature may be attached		
Financial Aid Officer (Financial Aid Officer consultation required for all new program codes) Jannine Oyama Print name	<u></u> Signature	<u>05/20/2015</u> Date
Email/memo in lieu of Financial Aid Officer's signature may be attached		
For Community Colleges, verification of consultation with OVPCC Academic Affairs:		
<u>Suzette Robinson</u> Print name	<u></u> Signature	<u>8/12/15</u> Date
Email/memo in lieu of signature may be attached		

Send completed form and supporting documentation to:

Institutional Research and Analysis Office (IRAO)
1633 Bachman Place Email: iro-mail@lists.hawaii.edu
Sinclair Annex 2, Room 4 Fax: 808-956-9870
Honolulu, HI 96822 Phone: 808-956-7532

After all required forms and supporting documents have been submitted, please allow at least two weeks for processing by IRAO and Banner Central.

FOR INTERNAL USE ONLY	Date form/docs received: <u>8/17/15</u>
Program code [12]:	Program Description [30]:
CIP code [6]:	CIP description [30]:

University of Hawai'i Honolulu Community College
CURRICULUM ACTION PROPOSAL

Modify a Program

Program Name: Natural Sciences (NS)	Proposer: Kerry Tanimoto	Effective Term: Fall 2015
Division: University College		
Department: Math and Science		

PROPOSAL SUMMARY (Include reasons for modifying program.):

This proposal will add a pre-engineering concentration to the existing Natural Science AS Degree. The addition of this concentration will:

(1) provide students in the surrounding community interested in majoring in engineering greater access to more courses in the lower-division engineering curriculum at UH Manoa.



(2) allow those who successfully complete the ASNS with a concentration in engineering to transfer directly into the College of Engineering at Manoa.

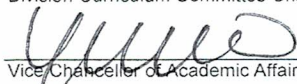

SIGNATURES

YES NO This Proposal Requires BOR Approval

Authorization/Date: _____

Proposal:  1/24/14  1/14/2014  1/14/15
Initiator / Date Division Chair / Date Program Dean / Date

Approval:  01/16/2015  1/28/15
Division Curriculum Committee Chair / Date Committee on Programs & Curricula Chair / Date

 2/2/15  2-3-15
Vice-Chancellor of Academic Affairs / Date Chancellor / Date

University of Hawai'i Honolulu Community College
CURRICULUM ACTION PROPOSAL

Modify a Program

Program Name: Natural Sciences (NS)		Effective Term: Fall 2015
Instructions: 1. Complete <u>only</u> items being modified. Continue overflow text under "Additional Information". 2. Attach photocopies of all Catalog pages that are affected with changes marked. 3. If the Program Modification requires course changes, attach applicable Course Modification forms together as a package.		
PROGRAM DATA	EXISTING	PROPOSED
	Program Name, Alpha:	
	Program Mission:	
	Program Description:	
	Program SLO:	
	Program Requirements:	Prerequisite: Prerequisite or Co-requisite: Recommended Prep: Other Requirement:
	Degrees & Certificates:	
	Course Addition:	ASTR 110, EE 150, CE 270, CE 271, EE 211, EE 213, MATH 231, MATH 232, PHYS 274, BIOL 171, BIOL 171L, BIOL 172, BIOL 172L, ZOOL 141, ZOOL 141L, ZOOL 142, ZOOL 142L
	Course Deletion:	AG 199, IS 100
	Credits:	
	Course Sequence:	(Attach)
	Minimum Credits Required:	
Other:		
MISC. UPDATES	Program Liaison:	
	Website:	
	Address/Location:	
	Faculty:	
	Cost of Textbooks/Supplies:	
	Advisory Committee:	
IMPACT	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Are any PROGRAMS impacted by this proposal? If "Yes" describe below.	
	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Are any COURSES impacted by this proposal? If "Yes" describe below.	
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Were the affected Programs/Departments consulted and notified?		
Describe impact on Programs and/or Courses.		
Additional Information: See attached		




UNIVERSITY of HAWAII®
HONOLULU
COMMUNITY COLLEGE

May 21, 2015

MEMORANDUM

TO: Risa Dickson
Vice President for Academic Affairs

FROM: Erika Lacro
Chancellor 

SUBJECT: Program Action at Honolulu Community College

I had approved the following program action in February 2015.

New

Associate in Science Pre-Engineering Concentration (effective Fall 2015)
AS-NSCI-ENGR

c: Pearl Iboshi, IRAO

**UNIVERSITY OF HAWAI'I
MEMORANDUM OF AGREEMENT**

**Honolulu Community College
Associate of Science in Natural Science with a Pre-Engineering Concentration
to
University of Hawai'i at Manoa (UHM)
Bachelor of Science in Engineering**

The purpose of this agreement is to facilitate the transfer of students who complete the Associate of Science in Natural Science (AS-NS) degree with a Pre-Engineering Concentration at Honolulu Community College (HCC) to the University of Hawai'i at Manoa (UHM) College of Engineering. Students who successfully complete the AS-NS under the terms of this agreement may receive automatic admission into one of the Bachelor of Science (BS) in Engineering degree programs.

Students who complete the AS-NS with a Pre-Engineering Concentration at HCC with a GPA of 2.0 or higher will be eligible for automatic admission in to the UHM College of Engineering as a transfer student in the semester they complete the AS-NS degree.

This agreement is effective for five years from the time of signing. The parties to this agreement will review the program one year prior to the expiration of the agreement. Any proposed changes to the degree requirements in the AS-NS with a Pre-Engineering Concentration (Appendix A) or admission requirements to the UHM College of Engineering are to be communicated to the Vice Chancellor of Academic Affairs in a timely manner. Changes made without agreement among the involved campuses may invalidate this agreement.

Amendments to this agreement must be in writing and approved by designated representatives of each campus. Any party may terminate this agreement for cause by giving written notice to the designated representatives at least 90 days prior to the commencement of a new academic term. The terms of this agreement are subject to prevailing University of Hawai'i policies.

University of Hawai'i at Manoa

R Bley-Vroman 7/20/15
Robert Bley-Vroman Date
Interim Chancellor

Reed Dasenbrock 7/10/15
Reed Dasenbrock Date
Vice Chancellor for Academic Affairs

P Crouch 7/10/15
Peter Crouch Date
Dean, College of Engineering

Honolulu Community College

Erika Lacro 7-8-15
Erika Lacro Date
Chancellor

Katy Ho JUL -8 2015
Katy Ho Date
Vice Chancellor for Academic Affairs

Name:				ID:		
Placement	ENG:		MATH:		Date:	

**Natural Sciences (NS- AS) Degree 2015 –2016 Pre-Engineering Concentration
Graduation Checklist for Honolulu Community College (HCC)
60 Credits**

The Associate of Science in Natural Sciences degree is designed for students planning to transfer to a science, technology, engineering or mathematics (STEM) baccalaureate degree program at a four-year institution in Hawai'i or on the U.S. mainland.

This is not an official document. Use it to keep track of your academic progress. **Please realize that you are responsible for meeting your program and graduation requirements.** Check catalog for course descriptions and course prerequisites. See your academic counselor if you need help.

<p>PROGRAM PREREQUISITES:</p> <ul style="list-style-type: none"> ▪ ENGLISH 22/60 or ESL 23, OR placement in ENG 100 ▪ MATH 25 or Placement in MATH 103, 135, or higher <p>Recommended Preparation:</p> <ul style="list-style-type: none"> ▪ Summer Bridge program to complete MATH 103 prior to program entry.

Minimum Credits Required 60. Minimum GPA 2.0 The A.S. GPA is based on all courses numbered 100 or higher. All courses meeting the 60 credits must be numbered 100 or higher. (Check the Schedule of Courses each semester for Focus designated courses.)

SPECIAL INSTRUCTIONS

1. It is recommended that you meet with a Liberals Arts Academic Counselor at least once a semester to ensure that you are fulfilling the Associate of Science Degree requirements.
2. *W courses must have a grade of "C" or higher.
3. **Residency Requirement:** Twelve (12) credits applicable to the degree must be earned from HCC.
4. When there is a break in enrollment for more than one year, you must use the graduation requirements in effect at the time of graduation.
5. Submit graduation application by March 15 for Spring and October 15 for Fall. No graduation in Summer.

Associate in Science (AS) Degree – 60 credits	COURSE	CREDITS	GRADE	SEMESTER YEAR
General Education Courses Foundations Requirement		13		
Written Communications (FW) : ENG 100 or ENG 100 (with100S)		3		
Symbolic Reasoning (FS) : MATH 205 or higher		4		
Global and Multicultural Perspectives Requirement (FG) : Two Courses, 6 credits from Two Different Groups				
FGA: ANTH 151, HIST151		3		
FGB: AMST 150, HIST 152		3		
FGC : MUS 107, REL 150		3		
Diversification Requirement:		9-11		
<p>Select three Diversification courses from each Area: Two courses should also satisfy the Writing Intensive (W) Focus Requirement, and one course should also satisfy the HAP Focus Requirement. Select an additional 3 credits if the DB/DP course is used to fulfill an Elective requirement, to satisfy the total minimum of 60 credits required for this degree.</p> <ul style="list-style-type: none"> • One course from DA, DH, DL • One course from DB or DP • One course from DS 				
Arts (DA), Humanities (DH), and Literature (DL): Pick One Course, 3-4 credits		3-4		
<p>Group 1: The Arts (DA) Mainly Theory: ART 101, MUS 106, THEA 101, 201 Mainly Practice: ART 107D, 111,112, 113, 123, 213 MUS 121D, 121Z,122D,122Z, 253 SP 151, 251, 253, 290 Group 2: Humanities (DH) AMST 201, 202 ANTH 135 (cross listed as SSCI 125) ASAN 100, 241 (cross-listed as HIST 241), 242 (cross - listed as HIST 242) HIST 231, 232, 241 (cross-listed as ASAN 241), 242 (cross-listed as ASAN 242), 246, 250, 281, 282, 284,288, 296M, 297B HWST 107, 282, 285 PHIL 100, 101, 102, 109, 120, 211, 213, 255 REL 151, 201, 210 SSCI 125 (cross-listed as ANTH 135) Group 3: Literature and Language (DL) EALL 271 (cross listed as ENG 271), 272 (cross-listed as ENG 272) ENG 250, 251, 252, 253, 254, 255, 256, 257C, 257E, 257F, 257H, 257M, 257O, 257P, 257S, 257X, 257Y, 268 (cross listed as JOUR 268), 271,272 (cross listed as EALL 271,272) HAW 261, HWST 270, JOURN 268 (cross listed as ENG 268</p>				

Name:				ID:		
Placement ENG:		MATH:		Date:		

	COURSE	CREDITS	GRADE	SEMESTER YEAR
NATURAL SCIENCES (DB, DP, DY): SELECT AN ADDITIONAL 3-4 CREDITS IF THE DB/DP COURSE IS USED TO FULFILL AN ELECTIVE REQUIREMENT. ONE COURSE FROM DB OR DP		3-4		
Group 1: Biological Sciences (DB): AG 100 BIOL 100, 103/103L, 123, 124/124L, 171/171L, 172/172L BOT 101/101L, 130/130L FSHN 185 MICR 130, 140 (Lab) PHYL 141/141L(cross-listed as ZOOL 141/141L), 142/142L (cross-listed as ZOOL 142/142) PSY 230, SCI 101 ZOOL 101 (Lab included), 141/141L (cross-listed as PHYL 141/141L) 142/142L (cross-listed as PHYL 142/142L), 200 (Marine Biology Lab included) Group 2: Physical Sciences (DP): ASTR 110 BIOC 241, 242 CHEM 100/100L,105 (Lab incl.), 105C, 105E (Lab Incl.), 151/151L,161/161L, 162/162L 272/272L GEOG 101/101L GG 101/101L,103, HWST 281/281L, MET 101/101L OCN 180, 201/201L PHYS 100/100L,105 (Lab incl.), 122 (Lab incl., cross-listed as SCI 122), 151/151L, 152/152L, 170/170L, 272/272L, 274, SCI 122 (Lab incl., cross-listed as PHYS 122)				
Social Sciences (DS): Select one course, 3 credits		3		
ANTH 150, 200 ASAN 250 (cross-listed as POLS 250) BOT 105 (cross-listed as HWST 105) ECON 120, 130, 131 FAMR 230 GEOG 122 HWST 105 (cross-listed as BOT 105) JOUR 150 LING 102 POLS 109, 120, 130, 250 (cross-listed as ASAN 250) PSY 100, 180, 212, 220, 225, 240, 250, 260, 270 SOC 100, 214, 218, 231, 251, 257 SP 181 WS 151				

Core Requirements: (34-35 credits required)*

		34-35		
CHEM 161	General Chemistry I	3		
CHEM 161L	General Chemical I Lab	1		
CHEM 162	General Chemistry II	3		
EE 150	Introduction to Computer Programming Methods	3		
MATH 206	Calculus II	4		
MATH 231	Calculus III	4		
MATH 232	Calculus IV	4		
PHYS 170, 170L	General Physics I & General Physics I Lab	4/1		
PHYS 272, 272L	General Physics II & General Physics II Lab	3/1		
CE 270 or EE211	Applied Mechanics I (Statistics) (3) or Basic Circuit Analysis (4)	3 OR 4		

Name:				ID:		
Placement ENG:		MATH:		Date:		

	COURSE	CREDITS	GRADE	SEMESTER YEAR
Electives: Choose 3-4 credits from the following electives, appropriate to Degree Concentration Intended baccalaureate pathway: (**Indicates strongly recommended courses)		3-4		
AG 100 BIOC 141, 142 BIOL 123, 124, 124L BOT 101, 101L, BOT/HWST 105, 130, 130L CE 270, 271 EE 211, 213 GEOG 101,101L GG 101,101L,103 ICS 111 MET 101, 101L MICR 130, 140L OCN 201, 201L PHYS 151, 151L, 152, 152L, 274** ZOOL 101, 141, 141L, 142, 142L, 200				

FOCUS REQUIREMENTS: 2 WRITING INTENSIVE (W) COURSE AND ONE HAWAIIAN, ASIAN PACIFIC ISSUE (H) COURSE
 See Schedule of Classes for focus areas.

FOCUS	COURSE	GRADE
Writing-Intensive (**W) Two Courses Designated W		
*Must earn grade of C or higher in W courses		
Hawaiian, Asian and Pacific Issues (H) One Course Designated HCC-H		

*A grade of "C" or higher must be earned in all program-required courses and science electives; minimum 2.0 GPA