

UNIVERSITY OF HAWAII
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

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"/>	_____
	Recruitment	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Admissions	<input type="checkbox"/>	<input type="checkbox"/>	_____
	General Student	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Academic History	<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, STVCOLL, 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
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

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):

A new concentration is being added to the AA in Liberal Arts.

Program length for AA-LBRT-ENG is 2.0 because the degree is 60 credits. It is not a special program, therefore column N on the chart will apply.

SUPPORTING DOCUMENTATION

Please see the **Code Request Guide** for the required supporting documents to be submitted. Documents submitted with this form:

- Board of Regents meeting minutes and supporting documents provided to the BOR
- Memo from UH President
- Memo from Chancellor
- Curriculum (required for requests for new programs/majors/minors/certificates)
- Gainful Employment Program notification to the US Department of Education
- Other: _____

UNIVERSITY OF HAWAII
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

CAMPUS VERIFICATION		
Requestor Signature <u> <i>Laura Pagott</i> </u>	Date <u> 12 March 2015 </u>	
Registrar (If different from Requestor)		
<u> Jerilynn L. Enokawa </u> <small>Registrar</small> <small>Print name</small>	<u> <i>Jerilynn L. Enokawa</i> </u> <small>Signature</small>	<u> 12 March 2015 </u> <small>Date</small>
<small>Email/memo in lieu of Registrar's signature may be attached</small>		
Financial Aid Officer (Financial Aid Officer consultation required for all new program codes)		
<u> <i>Jennifer Bradley</i> </u> <small>Print name</small>	<u> <i>JFB</i> </u> <small>Signature</small>	<u> 12 March 2015 </u> <small>Date</small>
<small>Email/memo in lieu of Financial Aid Officer's signature may be attached</small>		
For Community Colleges, verification of consultation with OVPCC Academic Affairs:		
<u> <i>Suzette Robinson</i> </u> <small>Print name</small>	<u> <i>Peggy Rubin</i> </u> <small>Signature</small>	<u> 5/1/15 </u> <small>Date</small>
<small>Email/memo in lieu of signature may be attached</small>		

Send completed form and supporting documentation to:

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

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:
Program code [12]:	Program Description [30]:
CIP code [6]:	CIP description [30]:

KAPI'OLANI COMMUNITY COLLEGE

Instructional Services Office

MEMORANDUM

February 4, 2015

TO: Leon Richards
Chancellor

FROM: Louise Pagotto *Louise Pagotto*
Vice Chancellor

SUBJECT: AY 2015 Curricular Proposals – Program Action Requests - Fall 2015

Enclosed are the following curricular documents for your review:

ACTION PROGRAM

Addition Associate in Arts in Liberal Arts with Concentration in English

Approved / Not Approved

Leon Richards *2/4/15*

Leon Richards, Chancellor Date

LP:ao

Attachments

c: Susan Pope
Chad Yasuda
Jennifer Bradley
Merrissa Brechtel
Teri Mitchell
Risa Dickson, VPAA, UH System
Pearl Iboshi, Director, Institutional Research & Analysis Office, UH System
Melissa Arakawa, Admin Officer, VPAA Office, UH System

KAPI'OLANI COMMUNITY COLLEGE
University of Hawai'i
PROGRAM ACTION REQUEST

- 1a. **Type of Program Action:** Addition
- 1b. **Type of Modification:** Addition of a Concentration in English for the A.A. in Liberal Arts Degree
- 2. **Program Type:** Associate in Arts in Liberal Arts with a Concentration in English

3. **Program Name and Program Description**

The Associate in Arts degree in Liberal Arts with a Concentration in English provides a strong introduction to literary studies for students who are interested in becoming English majors. Upon completion of this 60-credit program that satisfies all the requirements for the A.A. degree in Liberal Arts, students will be prepared to transfer to UH Mānoa to pursue a Bachelors degree in English.

- 4. **Effective Term:** Fall 2015
- 5. Add pages in the 2015-2016 version of the KCC General Catalog
- 6. Is this program at another UH Campus? No

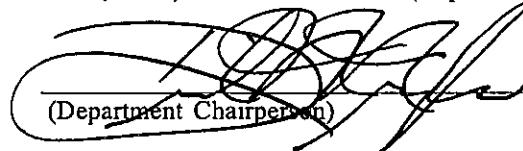
7. **Justification:**

The purpose of the A.A. Degree in Liberal Arts with a Concentration in English is to create a clear pathway for students at Kapi'olani Community College who are interested in transferring to the University of Hawai'i at Mānoa to earn a Bachelor's degree in English.

Requested by: Lisa Kanac Languages, Linguistics, & Literature 10/17/2014
(Name) (Department) (Date)

Catherine Primavera Languages, Linguistics, & Literature 10/17/2014
(Name) (Department) (Date)

Gail Harada Languages, Linguistics, & Literature 10/17/2014
(Name) (Department) (Date)

 10/14/2014
(Department Chairperson) (Date of Department Vote)

Action Request Memo
October 13, 2014

To: Leon Richards, Chancellor

Via: Louise Pagotto, Vice Chancellor for Academic Affairs
Charles Sasaki, Dean of Arts and Sciences
Veronica Ogata, Faculty Senate Chair

From:  Lisa Kanae,  Catherine Primavera, and  Gail Harada, Languages, Linguistics, and Literature Department

Subject: Proposed A.A. in Liberal Arts Degree with a Concentration in English

1. SPECIFIC ACTION REQUESTED: Approval of a Concentration in English

Program Description:

The Associate in Arts degree in Liberal Arts with a Concentration in English provides students with a strong foundation in English and fulfills the Introductory Literature Program course requirement for English majors at UH-Mānoa. Upon completion of this 60-credit program that satisfies all the requirements for the A.A. degree in Liberal Arts, students will be prepared to transfer to a four-year institution to major in English.

Program Learning Outcomes for the Liberal Arts Degree:

1. Make effective decisions with intellectual integrity to solve problems and/or achieve goals utilizing the skills of critical thinking, creative thinking, information literacy, and quantitative/symbolic reasoning.
2. Ethically compose, convey, and interpret varied perspectives with respect to an intended audience using visual, oral, written, social, and other forms of communication.
3. Evaluate one's own ethics and traditions in relation to those of other peoples and embrace the diversity of human experience while actively engaging in local, regional, and global communities.
4. Through various modes of inquiry, demonstrate how aesthetics engage the human experience, revealing the interconnectedness of knowledge and life.
5. Explore and synthesize knowledge, attitudes, and skills from a variety of cultural and academic perspectives to enhance our local and global communities.

Student Learning Outcomes for the Concentration:

Upon successful completion of the A.A. in Liberal Arts with a Concentration in English, the student should be able to:

1. Analyze a work of literature as a reflection of its cultural and historical context.
2. Identify major themes in a work of literature and explore their implications.
3. Analyze structure; explain how form contributes to meaning.
4. Use literary evidence to support interpretations and analysis of literary works.
5. Produce clear and effective written responses to literature.

2. RECOMMENDED EFFECTIVE DATE: Fall 2015

3. PURPOSE:

The purpose of the Concentration in English is to create a clear pathway for students at Kapi'olani Community College who are interested in transferring to a four-year institution with a Bachelor's degree in English.

4. SPECIFIC ISSUES:

The A.A. Degree in Liberal Arts with a Concentration in English focuses the student's two-year experience in English courses while completing the general education core. In 2007, the English faculty at Kapi'olani Community College revised and updated their literature curriculum (numbering and course content) to articulate seamlessly with the UH-Mānoa Introductory Literature Program. The pre-requisites which English majors at UH-Mānoa must complete before taking the 300-level English courses required for an English major are English 100 and one course in the Introductory Literature Program ENG 270, 271, 272, or 273 categories. Kapi'olani Community College's LLL Department offers the ENG 270-273 courses, which will fulfill the prerequisite for 300-level English courses at UHM. ENG 200 (Composition II) is not a pre-requisite for any 300-level UHM English course but is strongly recommended as an elective. ENG 200 develops students' sustained argumentative and research analytic skills.

The Concentration in English requires nine total credits from English courses, some of which meet more than one graduation requirement. Students who complete the KCC A.A. with Concentration in English can either take any three English courses of their choice or begin to explore possible informal emphases for their English major by taking courses in at least two different categories (270, 271, 272, 273) to fulfill their WI and DL requirements. Note: UHM requires five Writing Intensive (WI) courses for the Bachelor degree. KCC students can transfer a total of three WI courses, which count toward this requirement. All 200-level English courses at KCC are Writing Intensive (WI). The addition of this new concentration will provide a focused pathway for students who want to major in English.

5. BACKGROUND AND CONSEQUENCES:

Students who major in English often enter a variety of professional fields, including law, government service, education, and business. In Fall 2013, English ranked among the top ten majors which KCC graduates declared immediately upon transferring to UH-Mānoa. This exhibits a clear interest and need to establish a clear pathway for these students. The intent is to offer the A.A. Degree in Liberal Arts with a Concentration in English in the Fall of 2015.

6. ACTION RECOMMENDED: Approval of an A.A. in Liberal Arts with a Concentration in English effective Fall 2015.

Proposed A.A. degree with a Concentration in English – Fall 2015

ASSOCIATE IN ARTS, LIBERAL ARTS WITH A CONCENTRATION IN ENGLISH (60 CREDITS)		• = Suggested Semester				
Course	Title	CR	1	2	3	4
General Education Requirements (39 credits)						
FW — ENG 100	Written Communication	3	•			
Any FS course	Symbolic Reasoning	3	•			
Any FG courses	Global and Multicultural Perspectives (Two courses, each course from a different group: FGA, FGB, or FGC)	6		•		•
Any DA or DH courses	1 course selected from either groups: Diversification Arts = DA Diversification Humanities = DH	6			•	
DL courses ENG 272B or ENG 272M	Introduction to Literature: Literature and Culture: Multiethnic Literatures of Hawai'i Introduction to Literature: Literature and Culture: Literature of Hawai'i, Oceania & Asia				•	
Any DB/DP/DY course	Biological Science, Physical Science and a Laboratory Science (Two courses + 1 lab)	7			•	•
DS courses DS – SP 181 (OC) DS – 1 other course listed under Social Science	Social Science (Two Courses)	6	•			•
HSL 101 & 102 courses	Hawaiian or Second Language	8				•
General Electives ENG 200	Four courses ENG 200 (strongly recommended second semester.) Other Electives can be selected from the groups above. Other three electives, Take Semester of Choice	12			•	
Concentration in ENGLISH						
Select three English courses from the list below:		9			•	•
ENG 270B	Introduction to Literature: Literary History: American Literature				•	
ENG 270E	Introduction to Literature: Literary History: World Literature Classical Times to 1600					
ENG 270F	Introduction to Literature: Literary History: World Literature After 1600					
ENG 270M	Introduction to Literature: Literary History: British Literature To 1800					
ENG 270N	Introduction to Literature: Literary History: British Literature After 1800					
ENG 271D	Introduction to Literature: Genre: Drama					
ENG 271P	Introduction to Literature: Genre: Poetry					
ENG 271N	Introduction to Literature: Genre: Short Story and Novel					
ENG 272B	Literature and Culture: Multiethnic Literatures of Hawai'i					
ENG 272F	Literature and Culture: Women Writers on Women					

ENG 272G	Literature and Culture: Myths, Dreams, & Symbols					
ENG 272M	Literature and Culture: Literature of Hawai'i, Oceania & Asia					
ENG 272N	Literature and Culture: Literature and Film					
ENG 272P	Literature and Culture: Landscapes in Literature					
ENG 272Q	Literature and Culture: The Hero					
ENG 273C	Literature and Creative Writing: Fiction and Poetry					
ENG 273N	Literature and Creative Writing: Creative Nonfiction					
TOTAL		60				

ASSOCIATE IN ARTS – CONCENTRATION IN ENGLISH

I. FOUNDATION REQUIREMENTS (12 Credits)

	Semester	Credits	Grade
Written Communication (FW) (3 credits) ENG 100/ESL 100			
Symbolic Reasoning (FS) (3 credits) BUS 250; ICS 141, 241; MATH 100 or higher (except 111); PHIL 110			
Global & Multicultural Perspectives (FG) (6 credits) 2 courses, each from a different group			
Group A Group B Group C			
Group A Group B Group C			

II. DIVERSIFICATION REQUIREMENTS (19 Credits)

Arts & Humanities (6 credits) 2 courses, each selected from a different group: Diversification Arts=DA Diversification Humanities=DH Diversification Literature & Language=DL Any DA or DH course			
DL = ENG 272B (WI, HAP) or ENG 272M (WI, HAP) (Strongly Recommended) or any DL course			
Natural Sciences (7 credits) 1 Biological Science course (DB) and 1 Physical Science course (DP). At least one of the sciences courses must accompanied with a Lab (DY).			
DB			
DP			
DY			
Social Sciences (DS) (6 credits) 2 courses, each from a different discipline.			
DS – SP 181 (OC)			
DS – 1 other course listed under Social Science			

III. HAWAIIAN/SECOND LANGUAGE: (8 credits)

Level 1			
Level 2			

IV. CONCENTRATION IN ENGLISH ELECTIVES (9 credits)

Select three English courses from, ENG 270 (alpha), ENG 271 (alpha), ENG 272 (alpha), ENG 273 (alpha)

V. GENERAL ELECTIVES (12 credits)

4 courses – ENG 200 (strongly recommended second semester.) Other Electives can be selected from the groups above.

TOTAL

VI. 2 Writing-intensive courses:

VII. 1 Hawaiian, Asian, and Pacific Issues course:

ENG 272B or ENG 272M

VIII. 1 Oral Communication

	60		