

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

REQUESTOR CONTACT INFORMATION	
Date: 12 March 2015	Effective term of request (Semester-Year): fall 2015
Name: Louise Pagotto	Title: Vice Chancellor for Academic Affairs
Campus: Kapi'olani Community College	Office/Department: Academic Affairs
Phone: 808-734-9519	Email: pagotto@hawaii.edu

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE		Banner forms: SMAPRIE, SOACURR, STVMAJR
Institution: Kapiolani CC (KAP)	College: AR, Arts & Sciences	Department: AR, Arts & Sciences
<input checked="" type="checkbox"/> New program code <input type="checkbox"/> Change/replace existing program code: AA-LBRT-FAMR		
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 Arts		Certificate:
If requesting an existing Major code and/or Concentration code in Banner:		
Existing Major: LBRT <small>Code</small>	Liberal Arts <small>Description</small>	Existing Concentration: FAMR Family Resources <small>Code Description</small>
If requesting a new <input type="checkbox"/> Major code or <input checked="" type="checkbox"/> Concentration code that does not exist in Banner:		
New Code [4 char/space limit]: FAMR		Description [30 char/space limit]: Family Resource
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>		

UNIVERSITY OF HAWAI'I
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-FAMR 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 HAWAI'I
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CAMPUS VERIFICATION		
Requestor Signature <u>Norma Pagsa</u>		Date <u>12 March 2015</u>
Registrar (If different from Requestor)		
Jerilynn L. Enokawa Registrar Print name	<u>Jerilynn L. Enokawa</u> Signature	<u>12 March 2015</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)		
<u>Jennifer Bradley</u> Print name	<u>JFB</u> Signature	<u>12 March 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>Suzette Robinson</u> Signature	<u>5/1/15</u> Date
Email/memo in lieu of signature may be attached		

Send completed form and supporting documentation to:

Institutional Research and Analysis Office (IRAIO)
 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:
Program code [12]:	Program Description [30]:
CIP code [6]:	CIP description [30]:

KAPĪOLANI COMMUNITY COLLEGE
University of Hawai'i
PROGRAM ACTION REQUEST (form 11/12/13)

1a. **Type of Program Action:** Addition

1b. **Type of Modification:** Addition of a Concentration for the A.A. in Liberal Arts Degree

1c. **Approval to Plan (ATP):** n/a

2. **Program Type:** Associate in Arts in Liberal Arts with a Concentration in Family Resources

3. **Program Name and Program Description:**

The A.A. degree in Liberal Arts with a Concentration in Family Resources prepares students to transfer to four-year institutions. This 60-credit program satisfies all of the requirements for the A.A. degree in Liberal Arts and also provides students with solid knowledge and skills to be successful in entering a university Family Resources program. This concentration will provide students with the foundation understanding of ecological systems-based study of lifespan development and family resource management to prepare them for curriculum that "further emphasizes the study of child, adolescent, adult development; family development (such as marriage and parenting); family resource management (such as consumer and family economics and family management); community needs; and leadership in human services occupations" (Catalog UH Manoa, 2013).

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:**

Targeted advising and a carefully planned course sequence enable students to successfully transfer to baccalaureate institutions in Hawaii that have FAMR-related majors, such as the University of Hawaii at Manoa, College of Tropical Agricultural and Human Resources, Family and Consumer Sciences program. Programs with such content prepare students "for bachelor-level careers in human and family services, and for graduate training in child and family studies, early childhood education, life span development, family life education, family and consumer sciences, and marriage and family therapy"

<http://www.catalog.hawaii.edu/schoolscolleges/ctahr/consumer.htm>. The Concentration in Family Resources will support a seamless and smooth transfer for students and recognize them as Family Resources majors.

Requested by: Candy Branson Social Sciences 11/12/2013
(Name) (Department) (Date)

Carl Hefner 11/27/13
(Department Chairperson) (Date of Department Vote)

Approved by: Chas Johnson 9/22/14
(Dean) (Date)

Kapularia Landry Will Jones 10/28/14
(Curriculum Chairperson) (Date)

Terrence [Signature] 11/3/14
(Faculty Senate Chairperson) (Date)

Norma Pardo 11/7/14
(Vice Chancellor for Academic Affairs) (Date)

James [Signature] 11/7/14
(Chancellor)

Action Request Memo
November 12, 2013

To: Leon Richards, Chancellor
Susan Dik, Previous Faculty Senate Chair
Veronica Ogata, Current Faculty Senate Chair
Charles Sasaki, Dean of Arts and Sciences
Louise Pagotto, Vice Chancellor for Academic Affairs

From: Candy Branson, Discipline Coordinator for Family Resources

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

1. SPECIFIC ACTION REQUESTED: Approval of a Concentration in Family Resources

Program Description:

The A.A. degree in Liberal Arts with a Concentration in Family Resources prepares students to transfer to four-year institutions. This 60-credit program satisfies all of the requirements for the A.A. degree in Liberal Arts and also provides students with solid knowledge and skills to be successful in entering a university Family Resources program. This concentration will provide students with the foundation understanding of ecological systems-based study of lifespan development and family resource management to prepare them for curriculum that “further emphasizes the study of child, adolescent, adult development; family development (such as marriage and parenting); family resource management (such as consumer and family economics and family management); community needs; and leadership in human services occupations” (Catalog UH Manoa, 2013).

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 in Family Resources:

1. Compare and contrast the various theories of human development and behavior.
2. Describe biological, cognitive, and psychosocial development for each life-span period.
3. Investigate the existence of similarities, differences, and uniqueness in human development among individuals and their cultures.
4. Summarize ideas, utilizing critical thought and reflection, clearly in all modes of communication.

5. Apply human development theories and concepts to personal, social, educational, and occupational experiences.

2. RECOMMENDED EFFECTIVE DATE: Fall 2015

3. PURPOSE: The purpose of the Concentration in Family Resources is to create a clear pathway for students interested in transferring to a 4-year institution with a Bachelor's degree in the area of Family Resources.

4. SPECIFIC ISSUES: The structure of the AA Degree in Liberal Arts with a Concentration in Family Resources focuses the student's two-year experience on Family Resources while completing the general education core. The addition of this new concentration will provide a focused pathway for students. The required elective courses for this concentration, along with the Diversification in Social Sciences (DS) course, align the core requirements with the Family Resources curriculum for entry into the Bachelor of Arts program at the University of Hawai'i, Manoa. The concentration includes:

- (3) FAMR 230 (Human Development) and
- (3) FSHE 185 (The Science of Human Nutrition), and
- (3) ECON 120 (Introduction to Economics) or 130 (Principles of Economics)

For additional information, please contact Candy Branson @ cbranson@hawaii.edu

5. BACKGROUND AND CONSEQUENCES:

Targeted advising and a carefully planned course sequence enable students to successfully transfer to baccalaureate institutions in Hawaii that have FAMR-related majors, such as the University of Hawaii at Manoa, College of Tropical Agricultural and Human Resources, Family and Consumer Sciences program. Programs with such content prepare students "for bachelor-level careers in human and family services, and for graduate training in child and family studies, early childhood education, lifespan development, family life education, family and consumer sciences, and marriage and family therapy" <http://www.catalog.hawaii.edu/schoolscolleges/ctahr/consumer.htm>. The Concentration in Family Resources will support a seamless and smooth transfer for students and recognize them as Family Resources majors.

6. ACTION RECOMMENDED: Approval of a Concentration in Family Resources

Proposed A.A degree with a Concentration in Family Resources Fall 2015						
ASSOCIATE IN ARTS CURRICULUM, LIBERAL ARTS WITH A CONCENTRATION IN FAMILY RESOURCES (60 CREDITS)					* = Suggested Semester	
Course	Title	CR	1	2	3	4
General Education Requirements (60 credits)						
ENG 100 (FW), 1 course	Composition I	3	*			
Symbolic Reasoning (FS), 1 course	MATH 100 or Higher or PHIL 110 or ICS 141 or BUS 250	3		*		
Any FG courses	Global and Multicultural Perspectives (Two courses, each course from a different group: A, B, or C)	6	*	*		
Any DA courses	2 courses, each selected from a different group: Diversification Arts=DA Diversification Humanities=DH Diversification Literature & Language=DL	6	*	*		
Any (DP/DY) course	(one DP course + DY)	4			*	*
Oral Communication	SP 151,181, 231, 251 THEA 221, 222	3			*	
Hawaiian/Second Language	2 Courses of the same language or competence at the 102 level or equivalent	.8			*	*
2 Writing Intensive Courses	Suggested, if available: Any 1-2 courses within the 9 credit concentration including: FAMR 230 (Human Development) or ECON 120 (Introduction to Economics) or ECON 130 (Principles of Economics). Semester of choice.					
1 Hawaiian, Asian, and Pacific Issues course	1 Course; semester of choice					
Concentration in FAMR 9 credits						
Social Sciences (DS, 2 courses)	FAMR 230 (Survey of Human Development) DS, course 1	3	*			
	ECON 120 (Introduction to Economics) or ECON 130 (Principles of Economics) DS, course 2	3			*	
(DB, 1 course)	FSHE 185 (The Science of Human Nutrition)	3				*
	Electives 18 credits	18	*	**	*	**
			15	15	16	14
TOTAL		60				

The issuance of an AA degree requires that the student must earn a cumulative grade point ratio (GPR) of 2.0 or higher for all courses applicable toward the degree.

Candy Branson <cbranson@hawaii.edu> Oct 3

2013 to Barbara

Dear Dr. Yee,

To better prepare our students at Kapiolani Community College (KCC), we are we are moving toward concentrations. This will help our counselors and advisors better direct students when they transfer to UHM. I have been asked to obtain your approval on the following.

Family resources related requirements are: 1) FSHN and ECON 120 or 130 or NREM 220.

Family resources core courses are: 1) FAMR 230

Since we must have 9 credits for the concentration at KCC, to best prepare students for transfer to UHM the concentration should include (6) credits from related requirements and (3) credits from the core courses.

Please let me know if this is correct or if you would like me to make any modifications or if you have questions.

Aloha,

Candy Branson

Associate Professor, Family Resources

Oct 3 2013

Yee, Barbara <YeeB@ctahr.hawaii.edu>

to **Sandra, Rick, Michael, Grace, Mary, Diane, Selva, Thao, Loriena, me**

Aloha Candy,

It's been a while since we connected. ~~Your list below is correct.~~ I attached our latest advising sheet. When we have finalized our FAMR advising handbook, Sandy will send you a PDF.

Barbara Yee (AKA Bobbie), Ph.D.

Professor and Chair

yeebarba@hawaii.edu OR yeeb@ctahr.hawaii.edu

Family and Consumer Sciences

2515 Campus Road, Miller 110

University of Hawaii at Manoa

Honolulu, HI 96822

(808) 956-8105 Fax (808)956-2419

Confronting Life's Barriers, Adapted Lessons from Confucius (551 B.C. - 479 B.C.)

Our greatest glory is rising every time we fall.

When it is obvious that the goals cannot be reached, don't adjust the goals, adjust the action steps.



University of Hawai'i at Mānoa
College of Tropical Agriculture and Human Resources Program Sheet 2013-2014
Bachelor of Science (BS) in Family Resources
 Admissions: Freshmen = Open / Transfer = Min. Criteria Process: Declaration
 Min. Total Credits: 120 (81 in core & major + 39 in electives)

UHM General Education Core Requirements
Foundations
<input type="checkbox"/> FW
<input type="checkbox"/> FS
<input type="checkbox"/> FG (A / B / C)
<input type="checkbox"/> FG (A / B / C)
Diversification
<input type="checkbox"/> DA / DH / DL
<input type="checkbox"/> DA / DH / DL
<input type="checkbox"/> DB
<input type="checkbox"/> DP
<input type="checkbox"/> DY
<input type="checkbox"/> DS
<input type="checkbox"/> DS
<i>* See degree, college and major requirements for courses that can also fulfill these.</i>
UHM Graduation Requirements
Focus
<input type="checkbox"/> H
<input type="checkbox"/> E (300+)
<input type="checkbox"/> O (300+)
<input type="checkbox"/> W
<input type="checkbox"/> W
<input type="checkbox"/> W
<input type="checkbox"/> W (300+)
<input type="checkbox"/> W (300+)
Hawaiian / Second Language – complete one option
<input type="checkbox"/> Four semesters of one language (202 equivalent)
<input type="checkbox"/> Two-semester sequence (usually 101 and 102) in a single language and two approved culture courses
Credit Minimums
• 120 total applicable
• 30 in residence at UHM
• 45 upper division (300+ level) credits
Grade Point Average
• 2.0 cumulative or higher (<i>Note: Other GPAs may be required</i>)
• Good academic standing

College Requirements
CTAHR Required Set of Interrelated Courses
<input type="checkbox"/> FAMR 380* ^{DS} /380L
<input type="checkbox"/> Internship (FAMR 492) or capstone course (FAMR 495)
Credit Minimums
• 120 applicable

This program sheet was prepared to provide information and does not constitute a contract. See back for major requirements. Meet regularly with your major advisor.

Major Requirements for BS in Family Resources

Admission: Freshmen = Open; Transfer = min. entrance GPA of 2.6

Application: NA

Min. major credits: 32 (38 with related requirements)

Min. exit GPA: 2.0 in the major

Requirements

Family Resources Related Requirements (6 credits)

- FSHN 185*^{DB}
 ECON 120 or 130 or NREM 220*^{DB}

Family Resources Core Courses (20 credits)

- FAMR 230*^{DB}
 FAMR 340
 FAMR 360
 FAMR 380 / 380L
 FAMR 492 (Internship; 4 credits)
 FAMR 495 (Capstone Portfolio)

Family Resources Support Courses (12 credits)

Family Development	One of the following:	<input type="checkbox"/> 341	<input type="checkbox"/> 425	<input type="checkbox"/> 444	<input type="checkbox"/> 445
Family Resource Management	One of the following:	<input type="checkbox"/> 361	<input type="checkbox"/> 454	<input type="checkbox"/> 455	<input type="checkbox"/> 468
Human Development	One of the following:	<input type="checkbox"/> 331	<input type="checkbox"/> 332	<input type="checkbox"/> 333	<input type="checkbox"/> 334
Additional Support Course	One additional course from above: <input type="checkbox"/> _____ or FAMR 350 or FAMR 352				

Notes

CTAHR Office of Academic and Student Affairs: Gilmore 210; (808) 956-8183/(808) 956-6733; acadaff@ctahr.hawaii.edu; www.ctahr.hawaii.edu

FAMR Program: Krauss Annex 7; (808) 956-6519; FCS@ctahr.hawaii.edu; www.ctahr.hawaii.edu/FCS

FAMR Undergraduate Advisors:

- Rick Caulfield, PhD; Krauss Annex 5; (808) 956-2247; caulfiel@hawaii.edu
- Michael Cheang, DrPH; Kuykendall Annex 7; (808) 956-2252; cheang@hawaii.edu
- Thao Le, PhD; Miller 201G; (808) 956-2232; thaole3@hawaii.edu
- Selva Lewin-Bizan, PhD; Kuykendall Annex 3; (808) 956-2256; selva@hawaii.edu
- Mary Martini, PhD; Miller Annex 6; (808) 956-2249; martini@hawaii.edu
- Diane Masuo, PhD; Miller 201D; (808) 956-2231; masuo@hawaii.edu
- Loriena Yancara, PhD; Miller 201C; (808) 956-2254; loriena@hawaii.edu