NEW OR MODIFY PROGRAM CODE

Form #CR-AP1
Modified October 2019

☐ **New Program Code**   ☒ **Modify Program Code**   Date: 6/30/2020

REQUESTOR CONTACT INFORMATION

Name	Maria Bautista	Campus	Kapi'olani CC
Title	Interim VCAA	Email	mariab@hawaii.edu
Office/Dept	Academic Affairs	Phone	808-734-9519

NEW PROGRAM CODE TO CREATE

Institution	KAP - Kapiolani Community College	Campus	KAP - Kapiolani Community College
Level	UG - Undergraduate	Effective Term	Fall 2020

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) AR	Arts & Sciences	☐ See Banner form STVCOLL
Department	(4) AR	Arts & Sciences	☐ See Banner form STVDEPT
Degree/Certificate	(6) CA	Certificate of Achievement	☐ See Banner form STVDEGC
Major	(4) NSCI	Natural Science	☐ See Banner form STVMAJR
Concentration	(4) BITG	Biotechnology	☐ See Banner form STVMAJR
Minor	(4)		☐ See Banner form STVMAJR

If a similar major/concentration code exists in Banner, please list the code: CO-NSCI-BITG

Justification to warrant a new major/concentration code similar to an existing major/concentration code:

If new major, please list the BOR's approved Classification of Instructional Programs (CIP) 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.   2.0

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

IRAO USE ONLY: DATE RECEIVED

ADDITIONAL COMMENTS (for modifying existing program codes, specify the term to turn on/ off the online application, the recruitment/admission term, and the general student/history/ degree term.)

Approved by Chancellor on June 30, 2020.

ATTACHMENTS

BOR Approved: Sole-credential Certificates, Associate (excluding ATS), Bachelor and Graduate Degrees, and sole credential certificates

☐ BOR Meeting Minutes & Supporting Documents ☐ Curriculum

Chancellor Approved: Concentrations, Certificates and Associate in Technical Studies (ATS) Degree

☒ Memo from Chancellor to notify Vice President for Academic Planning and Policy regarding program action.

☐ Curriculum

> **CERTIFICATES ONLY: Please check one (1) statement.** This certificate is a...
> ☐ BOR approved certificate. BOR Meeting/Approval Date: _____
> ☒ Chancellor approved within an authorized BOR program. BOR Program: AS Natural Sciences _____
> ☐ Chancellor approved CO 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 (Print Name)	**Financial Aid Officer** (Print Name)	**For Community Colleges,** verification of consultation with OVPCC Academic Affairs:
Jerilynn Enokawa	**Jennifer Bradley**	Della Teraoka
(signature) Signature 7/6/2020 Date	_(signature)_ Signature 7/6/2020 Date	_(signature)_ 8/4/2020 Signature Date

UNIVERSITY of HAWAIʻI®
KAPIʻOLANI
COMMUNITY COLLEGE

MEMORANDUM

June 30, 2020

TO: Donald O. Straney
Vice President for Academic Planning & Policy, University of Hawaiʻi

FROM: Louise Pagotto
Chancellor, Kapiʻolani Community College

SUBJECT: REQUEST PROGRAM CODE MODIFICATION FOR THE CERTIFICATE OF ACHIEVEMENT (CA) IN NATURAL SCIENCE (NSCI) WITH A CONCENTRATION IN BIOLOGICAL SCIENCE (BSC) TO A CONCENTRATION IN BIOTECHNOLOGY (BITG) AT KAPIʻOLANI COMMUNITY COLLEGE

The University of Hawaiʻi Community College Vice Chancellors for Academic Affairs agreed in 2017 that the Associate of Science degree in Natural Science would have four concentrations:
1. Biological Sciences – AS-NSCI-BSC
2. Engineering – AS-NSCI-ENGR
3. Information and Communications Technology – AS-NSCI-ICT
4. Physical Sciences – AS-NSCI-PSC

As a result of this agreement, what was the Certificate of Achievement in Biotechnician was replaced in spring 2017 with the Certificate of Achievement in Biological Sciences (CA-NSCI-BSC). In spring 2018, a new program code for a Certificate of Competence (CO) in Natural Science (NSCI) with a concentration in Biotechnology (BITG) was approved (CO-NSCI-BITG). We would like to request that the CA in NSCI with a concentration in Biological Sciences (BSC) be modified to align with the CO-NSCI-BITG. The proposed program code is CA-NSCI-BITG.