University of Hawai'i
Code Request Form for Academic Programs

NEW OR MODIFIED SUBJECT CODE

Date: 07/12/17

REQUESTOR CONTACT INFORMATION

Name	Terri Ota	Campus	UH West Oahu
Title	Academic Program/Faculty Affairs Spec	Email	tota@hawaii.edu
Office/Dept	Academic Affairs	Phone	689-2314

■ **NEW SUBJECT CODE USE AT INSTITUTION**
☐ **MODIFY SUBJECT CODE USE AT INSTITUTION**

Institution	WOA	Effective Term 201810 - Fall 2017

		Code (Max. Characters)	Description (30 characters max)	Check if requesting new code:
College	(2)	HM	Humanities	☐ See Banner form STVCOLL
Division	(4)	HUM	Humanities	☐ See Banner form STVDIVS
Department	(4)	HUM	Humanities	☐ See Banner form STVDEPT
Subject	(4)	CHNS	Chinese	☐ See Banner form STVSUBJ

ATTACHMENTS

■ Memo with appropriate campus approval (i.e. Campus Curriculum Committee, Vice Chancellor for Academic Affairs, etc.)

VERIFICATIONS

Registrar:

Robyn Oshiro		07/27/2017
Print Name	Signature	Date

Financial Aid Officer:

Christina Padilla	*Christina Padilla*	7-27-17
Print Name	Signature	Date

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

Print Name	Signature	Date

University of Hawai'i – West O'ahu
NOTIFICATION OF INTENT TO OFFER EXPERIMENTAL COURSE

Experimental Course Restrictions –Experimental Courses do not go through the same Curriculum Approval process and there are some restrictions associated with their offering and use:

    a. An experimental course may be taught 2 times. After the 2nd time, the course must be submitted and approved as a new course before being offered again.

    b. Experimental courses should not be approved for any general education or focus designation.

    c. Experimental courses should not be included as a program requirement (any program credits received should be handled by exception for each individual offering)

1. Course Information: Please provide the following information for the Experimental course:

    a. Course Subject and Number (i.e., 198α, 298α, 398α or 498α):   CHNS 198

        Experimental courses may be taught twice; has this course been offered previously?

        [x] No.

        [   ] Yes; please indicate term and Subject/Number used previously:

        Experimental courses may be taught 2 times. After the 2nd time, the course must be submitted and approved as a new course before being offered again.

> VCAA office use; Alpha assigned: B

    b. Course Title: Introduction to the Mandarin Language and Chinese Culture

        If title is longer than 30 characters (including spaces) please provide shortened version here; this will appear on transcripts and on the online Class Availability:

    c. Number of credits (if variable, give range): 3

    d. Course Description (will be included on Class Availability):

This course is designed to introduce the Mandarin language and Chinese culture in an environment that fosters the interest and accessibility of the language and culture. It is designed to welcome students, without the pressure of focusing on difficult characters or grammar, and generate the desire to learn more about Modern China and practical language applications. Whether students continue on to Chinese 101 or use this class to explore the language and culture through their own studies, this class will offer a practical foundation. Grade options: Credit/no credit or audit

    e. Prerequisite(s):

☐ will allow concurrent enrollment
(Ex: Completion of or concurrent enrollment in ENG 100)

f. Co-Requisite(s):

g. Mode of Delivery: If course will be offered in online or hybrid modes, it must also be submitted through the Distance Education Committee.

[x] In-person   ☐ Online   ☐ Hybrid

h. Term/Year class will be offered: Fall   Year ___2017_____

You may attach a syllabus if it includes the information for items #2-6.

*See Syllabus for 2-6

2. Student Learning Outcomes (SLO) and alignment with Concentration Learning Outcomes (CLO), Division learning Outcomes (DLO) and Institutional Learning Outcomes (ILO). Please write the SLO in a measurable format and code the appropriate CLOs, DLOs and ILOs.

Student Learning Outcomes

3. Grading Criteria:

4. Grading Scale:

5. Course Outline:

6. Recommended Text(s):

Author	Title	Year

7. Will this Course be cross-listed?

☐ x ☐ No.

☐ Yes; please indicate the crosslist Subject/Number and obtain signatures of those approving.:

Course Alpha & Number	Approved by Faculty (Sign and Print Name)	Approved by Division Chair (Sign and Print Name)
	Sign: Print:	Sign: Print:

8. Addition requested by:

Requester Name (Please Print):	Requester Signature	Date
Holly Itoga	*Holly Itoga*	6/18/2017

9. Addition Approved by:

Division/Program Chair (Please Print)	Chair Signature	Date
Stanley Orr	*SOr*	6/22/17

10. Action received by:

Curriculum Chair (Please Print):	CC Signature	Date
Gloria Y. Niles (Vice Chair) for Richard Jones (chair)	*Sig*	6/29/17