University of Hawai'i
Code Request Form for Academic Programs

NEW OR MODIFIED SUBJECT CODE

Date: _____

REQUESTOR CONTACT INFORMATION

Name	Terri Ota	Campus	UHWO
Title	Academic Program/Fac Affairs Spec	Email	tota@hawaii.edu
Office/Dept	UHWO Academic Affairs	Phone	689-2314

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

Institution _____   Effective Term _____

		Code (Max. Characters)	Description (30 characters max)	Check if requesting new code:
College	(2)	BA	Business Administration	☐ See Banner form STVCOLL
Division	(4)	BUAD	Business Administration	☐ See Banner form STVDIVS
Department	(4)	BUSA	Business Administration	☐ See Banner form STVDEPT
Subject	(4)	HOST	Hospitality & Tourism	☐ 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 _____ _____ 03/28/2019
Print Name   Signature   Date

Financial Aid Officer:

James Cromwell _____ _____ 3/28/19
Print Name   Signature   Date

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

_____ _____ _____
Print Name   Signature   Date

March 29, 2019

Memo to: Institutional Research and Analysis Office

From: Jeffrey Moniz
             Vice Chancellor for Academic Affairs

Subject: UHWO Program and Subject Codes

Attached are the forms/documentation for New Program codes (Chancellor approved concentrations):

- BA-PUBA_LTC   Long-Term Care (New Concentration in BA-PUBA)
- BAS-APSC_HIHH   Hawaiian & Indigenous Health & Healing (New Concentration in BAS-APSC
- BAS-APSC_HP   Health Professions (New Concentration in BAS-APSC)
- BAS-APSC_HIM   Health Information Management (New Concentration in BAS-APSC)

Attached are the forms/documentation for New Subject codes:

- HIM   Health Information Management (New Subject Code. Please note, we have a new Coll/Div/Dept, Math, Natural & Health Sciences. Additional documentation of the reorg is also included.)
- HOST   Hospitality & Tourism (Subject code exists in Banner, new for UHWO)

If you have any questions, or if you need additional documentation, please contact Terri Ota at 689-2314 or by email at tota@hawaii.edu.

Thank you.

NEW 101 (HOST)
|
Introduction to Tourism
Approved | Fall 2019

Proposal Information

Workflow Status

Proposer
✔ **Holly Itoga (Submitter)**
Submitted 2-8-2019

✔ Holly Itoga
Submitted 2-28-2019

✔ Holly Itoga
Submitted 2-28-2019

✔ Holly Itoga
Submitted 2-28-2019

Thank you

Division (Business Administration) \\ Division Chair
✔ **Derrek Choy**
Approved 2-22-2019

(Assessment) \\ Director of Assessment
✔ **Sharon Valente**
Acknowledged 3-1-2019
Mahalo - well done!

(Curriculum Committee) \\ Curriculum Committee Chair
✔ **Gloria Niles**
Approved 2-22-2019
Approved by CC

(General Education Committee) \\ Gen Ed Chair
✔ **Monica LaBriola**
Approved 2-28-2019
Approved for DS starting FA20. Deadline
passed for FA19.

(Tutoring) \\ Tutoring Coordinator

－ Robyn Tasaka

(Distance Education) \\ DE Chair
✔ **Monique Mironesco**
Approved 3-3-2019

(Curriculum Coordinator/Banner) \\ Curriculum Coordinator
✔ **Terri Ota**
Approved 3-4-2019
Course, New; DS_new_FA20-SU25; DE-
OL_new_FA19-SU22.

(VCAA) \\ VCAA
✔ **Jeffrey Moniz**
Approved 3-4-2019

(STAR) \\ STAR Builders
✉ Vicky Del Prado

✉ Summer DeBruyne

(Curriculum Coordinator/Banner) \\ Curriculum Coordinator
✔ **Terri Ota**
Approved 3-11-2019

1. General Information

1.1) Effective Term
Fall 2019

1.2) Subject Code ❓
NEW   1.2a) New Subject Code Request

1.2b) Proposed New Subject Code
HOST

1.3) Number ❓
101

1.4) Has this course ever been offered as an Experimental Course?
No

1.5) Course Title
Introduction to Tourism

1.6) Transcript Title
Introduction to Tourism

1.7) Division
Business Administration

1.8) Other courses in the UH system.

Institution	Course Code/Title	
Honolulu CC -	NEW 101 - ASL 101 Elementary American Sign Language	^

1.9) Other Courses in UH System Lookup
UH Manoa
TIM101 - Introduction to Travel Industry Management

P. Proposal Details

P.1) Proposer Name(s)
Holly Itoga

P.2) Internal Proposal Date
11/30/18

P.3) Proposal Summary
Proposing a new subject code.
Proposing a new course for HOST concentration.
Proposing D.E. designation.
Proposing a DS designation

P.4) Other Affected Departments/Programs/Campuses
none

P.4a) Documentation of Consultation

P.5) Required Resources
None

P.6) Proposal Justification
This course will give students a general understanding of basic tourism principles and topics and introduce students to the Hospitality and Tourism industry

P.7) Additional Documentation

A. Designation Panel

A.1) General Education Designation   A.1a) Please choose one designation ❷

Consideration   DS_Diversification Social Science
Yes

A.2) Focus Designation Consideration
No

A.3) Distance Delivery Designation
Yes

Diversification Proposal: DS (Social Sciences)

Hallmark: DS: New / Renewal
New

Hallmark: DS: 1st Effective Semester & Year
Fall 2020

Hallmark: DS: Uses the terminology of theories, structures, or processes in the social or psychological sciences;
uses the terminology of theories, structures, or processes in the social or
psychological sciences;

In this course students will be introduced to issues and concepts involving the hospitality, tourism and travel industry including
the traveling public, tourism promoters, suppliers and the tourism environment.
Students will learn about the organizational structures and processes of various industries and organizations within tourism and
how they work together to create the tourism industry.
In short, this course will explore the various facets of the tourism industry and broaden students' knowledge in one of the most
influential industry's in Hawaii's economy and provide them with insights into how Hawai'i is effected by tourism as well as how
tourism affects Hawaii.

Hallmark: DS: Involves concepts, models, practices, or issues of concern in the scientific study of these theories, structures, or processes;

The concepts of community, sustainability, globalization, development, localization and impacts of these structures and processes
are introduced. This is an
introductory course into tourism and students are expected to write and discuss the concepts taught in class in assignments,
discussions and their individual projects. A comprehensive and foundational knowledge of the tourism industry within Hawai'i
and globally are goals and learning outcomes of the course.

Hallmark: DS: Demonstrates inquiry that is guided by quantitative and/or qualitative methods employed in the scientific study of structures or processes of these sciences.

Students are required to do a project which involves conducting research. The topic of their project delves into the affect tourism
has on Hawaii's economy as well as it's communities, and allows them to understand first-hand the importance of research,
sources and data.
The importance of this project is to allow students to do research on a topic that impacts themselves personally as well as
peripherally and allows them to look beyond initial assumptions and delve deeper into the impacts of tourism and varying
viewpoints and areas of interest.
In doing the research students need to complete a literature/media review and conduct some field techniques such as interviews
or a questionnaire survey.

Online/Hybrid Proposal

Online/Hybrid: Online Status
100% Online

Online/Hybrid: New / Renewal
New

Online/Hybrid: Requested Effective Date
Fall 2019

Online/Hybrid: 2a. Methods of Instructions: Learning Management System
Laulima

Other Online Hybrid: 2a

Online/Hybrid: 2b. Methods of Instructions: Teacher to Student, Student to Student Communications
Videoconferencing Applications
Web Conferencing tool
Email
Discussion Board
Telephone

Other Online/Hybrid: 2b

Online/Hybrid: 2c. Hours for Content Delivery and Interaction ❷

Activity	Describe Interactive Activities	Online Hours (if none, enter "0")	Face-to-Face Hours (if none, enter "0")	Total Hours Per Semester (Online + Face-to-Face)
Lecture, Quizzes & Exam	Weekly lectures based off of recorded ppts, videos, accompanid by lecture notes and end of week quizzes	26	0	26
Discussions	Students will read through each other's posts and comment and interact with their classmates, meant to mimic an in person discussion on weekly topics	7.5	0	7.5

Activity	Describe Interactive Activities	Online Hours (if none, enter "0")	Face-to-Face Hours (if none, enter "0")	Total Hours Per Semester (Online + Face-to-Face)
Offsite Activities	Throughout the semester their will be offsite activities made available for students to get practical hands on experience to contribute to their understanding of the tourism industry	0	3	3
Meeting	Face to face meeting in person or on video to meet and discuss final projects and any other concerns	0	.5	.5
Presentation	Final Presentation can be presented in person, online, at the research symposium, or recorded an uploaded	.5	0	.5

Online/Hybrid: 3. Accessibilty: Is there any aspects of the course that cannot be made accessible to students with disabilities?
No

Online/Hybrid: 4a. Course Support: This course needs support from Information Technology (Mediasite, Help Desk, HITS, etc)
No

Online/Hybrid: 4b. Course Support: This course needs support from Library (Film digitization, InfoLit Training, etc)
No

Online/Hybrid: 4c. Course Support: This course needs support from No'eau Center (Tutoring, Workshops, Specific Software, etc)
Yes

2. Course Information

2.1) Description
This course gives an overview of hospitality and tourism industry, including the traveling public, tourism promoters, suppliers and the tourism environment. Topics include the government tourism agencies, understanding the different aspects and perspectives of tourism such as sustainability and looking at current issues and trends in the travel industry. This course provides a global as well as local outlook of the hospitality and tourism industry.

2.2) Crosslisted Course(s)   ### 2.3) Previous Subject Code, Number, and Title

2.4) Unpublished

2.5) Credit Options
3

2.6) Contact Hours   **2.6a) Contact Hours Additional Comments**
45

2.7) Repeatability

2.8) Grading Options
Letter Plus + Minus (G)

2.9a) Catalog Prerequisite Information
None

2.9b) Catalog Corequisite Information
None

2.10) Prerequisites (Admin-only)
No Rules

2.11) Corequisites (Admin-only)
No Rules

2.12) Intended Offering Terms   **2.13) Maximum Enrollment**
Any

2.14) Schedule Types
100% Online

2.15) Syllabus File Attachment
   • HOST101 Syllabus.docx

2.16) Additional Docs

3. Learning Outcomes

3.1) Course Learning Outcomes ❷
Students will be able to communicate and interact effectively with groups necessary for a career in the fields of Tourism and Hospitality
General Education Learning Outcomes

None

Linked Program Outcome

DLO-BA-BUSA-1-Demonstrate critical thinking, research and communication skills as applied to organizations (Business Administration)

Linked Institution Outcomes

-- No options selected --
Students will be able to articulate the skills required and career options available in the dynamic and complex fields of Tourism and Hospitality.

General Education Learning Outcomes

None

Linked Program Outcome

Linked Institution Outcomes

ILO-4-Disciplinary Knowledge
Students will demonstrate critical thinking through the application of analytical techniques for problem solving and decision making in the fields of Hospitality and Tourism.

General Education Learning Outcomes

None

Linked Program Outcome

CLO-BA-BUSA-HOST-2-Understand central concepts, current trends, and issues in the hospitality and tourism industry within a local and global framework (Business Administration)

Linked Institution Outcomes

-- No options selected --

4. Approved Designations - Committee Only

4.1) Gen Ed Designation	4.1a) Gen Ed Faculty Senate Meeting Date
DS_Diversification Social Science	

4.1b) GE Start Term	4.1c) GE End Term
2020 Fall	2025 Summer

4.2) Focus Designation: Ethics (ETH)

Instructor Last Name	Instructor First Name	First Effective Term	Last Effective Term	Division Approval
		--	--	--

4.3) Focus Designation: Oral Communication (OC)

Instructor Last Name	Instructor First Name	First Effective Term	Last Effective Term	Division Approval
		--	--	--

4.4) Focus Designation: Hawaiian-Asian-Pacific (HAP)

Instructor Last Name	Instructor First Name	First Effective Term	Last Effective Term	Division Approval
		--	--	--

4.5) Focus Designation: Writing Intensive (WI)

Instructor Last Name	Instructor First Name	First Effective Term	Last Effective Term	Division Approval
		--	--	--

4.6) Distance Delivery
Approved

4.6a) DE Faculty Senate Meeting Date

4.6b) Distance Delivery Start Term
2019 Fall

4.6c) Distance Delivery End Term
2022 Summer

5. Course Dependencies

5.1) Dependencies
There are no dependencies

6. Banner Data Elements (For Administrative Use Only)

Transcript Title

Long Title

Description

Effective Term		**Status**

College	**Division**	**Department**	**Approval Code**
---	---	---	--

CEU or Credit (Low)	**CEU or Credit Options**	**CEU or Credit (High)**
	--	

Billing (Low)	**BillingOptions**	**Billing (High)**
	--	

Lecture (Low)	**Lecture Options**	**Lecture (High)**
	--	

Lab (Low)	**Lab Options**	**Lab (High)**
	--	

Other (Low)   Other Options   OOther (High)
                     --

Contact (Low)   Contact Options   Contact (High)
                     --

Repeatability   BDE Course Levels

Schedule Type

Grading Options   Default Grading Option Code

Catalog Requisite Information   Catalog Requisite Dependencies
None

Prerequisites   Corequisites
None

Equivalent Course(s)

  COURSE   START TERM   END TERM

Degree Attribute Codes

Scabase End term

Mutually Exclusive Course(s)

  Course   Start Term   End Term

Course Fees

  Fee Code Detail   Fee Code Amount

Institutional Reporting Codes

Course Text

  Course Text

Course URL

Integration Partner Codes

Learning Objectives

7. Banner Restrictions

Department Opt	Department	Field of Study Opt	Field of Study Type
--		--	Major
			Field of Study

Class Opt	Class	Level Opt	Level
--		--	

Degree Opt	Degree	Program Opt	Program
--		--	

Campus Opt	Campus	College Opt	College
--		--	

8. Banner Integration

Banner Integration Flag

Banner Integration Results

9. Admin-only

Proposal Owner
Holly Itoga

Date End
No Date Chosen

👁 View
Active Course

🖨　Print

☰　Audit Log

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