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

REQUESTOR CONTACT INFORMATION	
Date: 7/6/15	Effective term of request (Semester-Year): Fall 2015
Name: Terri Ota	Title: Academic Program Support Specialist
Campus: UH West Oahu	Office/Department: Academic Affairs
Phone: 689-2314	Email: tota@hawaii.edu

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE	Banner forms: SMAPRLE, SOACURR, STVMAJR

Institution:	College:	Department:

☐ New program code   ☐ Change/replace existing program code:

Level: ☐ Undergraduate   ☐ Graduate   ☐ First-Professional   ☐ Post-Baccalaureate   ☐ Other:

Degree:	Certificate:

If requesting an existing Major code and/or Concentration code in Banner:

Existing Major: Code   Description   Existing Concentration: Code   Description

If requesting a new ☐ Major code or ☐ Concentration code that does not exist in Banner:

New Code [4 char/space limit]:   Description [30 char/space limit]:

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?   ☐ Yes   ☐ No
(Please consult your Financial Aid Officer on Program Participation Agreement impact)

Is this program/major/certificate financial aid eligible?   ☐ Yes   ☐ No   (Financial Aid Officer consultation required for all new program codes)

Should this program be available for applicants to select as their planned course of study on the online application?   ☐ Yes   ☐ No
(If yes, students may select the code as their only program of study.)

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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	☐	☐	_____
Recruitment	☐	☐	_____
Admissions	☐	☐	_____
General Student	☐	☐	_____
Academic History	☐	☐	_____

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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:

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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
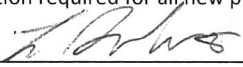## CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

4. NEW COURSE SUBJECT CODE (Subject Alpha)	**Banner form: STVSUBJ**
College: HM	Department: HUM
Subject code [4 char/space limit]: ILO	Subject description [30 char/space limit]: Ilocano

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):

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: _____

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CAMPUS VERIFICATION		
Requestor Signature _Jusri Ota_		Date _07/06/15_

Registrar (If different from Requestor)

Robyn Oshiro	_[signature]_	_07/10/2015_
Print name	Signature	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)

Lester Ishimoto	_[signature]_	_7/8/15_
Print name	Signature	Date

Email/memo in lieu of Financial Aid Officer's signature may be attached

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

Print name	Signature	Date

Email/memo in lieu of signature may be attached

Send completed form and supporting documentation to:

Institutional Research and Analysis Office (IRAO)

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]:

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University of Hawai`i – West O`ahu
FORM FOR ADDITION OF COURSES

1. Please indicate the following:

   a. Proposed Course Alpha and Number: ILO 101

   b. Proposed Course Title: Beginning Ilokano

   c. Proposed number of credits (if variable, give range): 4

   d. Can the course be repeated for credit to be applied to degree/certificate requirements?
      X No   ☐ Yes (with a different alpha) **OR**
                   ☐ Yes (please state reason):

      If Yes, the number of times the course can be repeated for credit applied to
      degree/certificate is

   e. Prerequisite(s)/Co-Requisite(s): none

   f. Proposed Course Description (for catalog): This is an introductory course in Ilokano
   language that aims to increase the reading comprehension of students and develop their
   linguistic skills in Ilokano, which will ultimately lead to communicative proficiency. Since
   culture is closely related to the study of language, this course will also provide students with
   the means to integrate their previous language learning and experiences in promoting their
   cultural appreciation and critical awareness of the target culture. Students are expected to
   demonstrate and showcase learned skills, both in written and oral formats.

   g. Has the course previously been taught as an experimental (x96) Course?
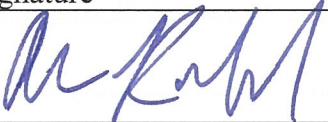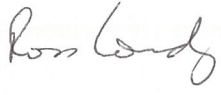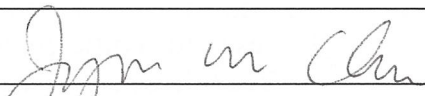
      X No   ☐ Yes

      If Yes, please indicate all course alphas, titles and terms:

2. Justification or rationale for course action: This class will help fill a void in our campus
   curriculum in the area of Filipino/a language, culture, and history, which exists despite the
   fact that 20% of UHWO students identify as Filipino/a. Ilokano 101 will also support our
   campus commitment to diversity, by helping Ilokano speakers (and novices) develop a sense
   of community and belonging at UH West O‘ahu, and in that sense, foster student success.
   After the launch of Samoan language in Fall 2014, Ilokano will be the third language offered
   at UHWO, and the offering of Hawaiian, Samoan, and Ilokano would accurately reflect both
   the mission of our institution and the demographics of the Leeward O‘ahu community.

3. Have all relevant personnel been consulted?
   ☐ No   X Yes

   If "yes," please obtain signatures:

Name	Concentration	Appr	Disappr	Signature
Alan Rosenfeld	History	✓		
Ross Cordy	Hawaiian-Pacific Studies	✓		Ross Cordy
JAYSON CHUN	HISTORY	✓		
Lisa Rosedale	Phil	✓		
S. Orr	ENG	✓		

4. Is this or will it be a cross-listed course?
   X No   ☐ Yes

   If "yes," please indicate cross-list course alpha/number and obtain signatures of those who approve:

Course Alpha & Number	Approved by Faculty	Approved by Division Chair

5. 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
Students will demonstrate competency in the reading and writing of Ilokano at a beginner level (DLO-4, ILO-1)
Students will demonstrate competency in speaking and comprehending Ilokano at a beginner level (DLO-5, ILO-1)

Grading Criteria: Examinations:
   written and oral (30%)
   written assignments (20%)
   end-of-semester public presentation (20%),
   class attendance, daily recitations, and participation (30%).

6. Grading Scale: A-F

95-100% A+	88-89% B+	78-79% C+	68-69% D+	Below 60% F
90-94% A-	85-87% B	75-77% C	65-67% D	
	80-84% B	70-74% C-	60-64% D-	

7. Course Outline:
   Week 1: Introductions - *Maki-amammo*
   Week 2: Getting to Know You; modular test 1
   Week 3: Making Friends
   Week 4: Getting to Know You (verbs)
   Week 5: Getting to Know You (verbs); modular test 2
   Week 6: Introducing a Friend
   Week 7: Introducing a Friend (verbs); modular test 3
   Week 8: Discovering Ethnic Origins
   Week 9: Discovering Ethnic Origins; modular test 4
   Week 10: Telling Time
   Week 11: Likes and Dislikes; modular test 5
   Week 12: Encountering an Old Friend
   Week 13: Encountering an Old Friend; modular test 6
   Week 14: Making a Date by Telephone (this, that, those)
   Week 15: Making a Date by Telephone (verbs); modular test 7
   Finals Week: Oral test final and public presentation

Students will be able to analyze and describe the connection between the Ilokano language and culture (DLO-1, DLO-2, ILO-2)

Students will be able to identify the salient aspects of everyday Ilokano that are useful for the community of heritage learners and recognize concepts of Ilokano that are culturally bound and translate these concepts into everyday expressions (DLO-6, ILO-3).

8. Recommended Text(s):

Author	Title	Year
P. Espiritu	*Let's Speak Ilokano* (Honolulu: U. of Hawaiʻi Press)	1984

9. Course Type (Lecture, Seminar, Fieldwork, Lab): lecture, seminar, and classroom activities

10. Effective Term (term course is added to the catalog): Fall 2015

11. Is Course a Core Requirements: No (NOTE: If Yes, a program modification must be submitted to make this effective, most likely a PC3)

12. Does this course have a Major Restriction:

    X No   ☐ Yes (restricted to):

13. Is this course seeking General Education status?
    X No   ☐ Yes

    If "yes," please make certain you have submitted an application to the Gen Ed committee.

14. Course Title (30 character limit for display in class availability listing for student registration): **Beginning Ilokano**
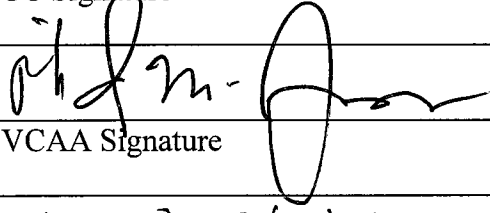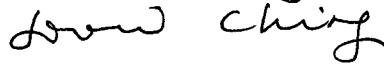
15. Addition requested by:

Requester Name (Please Print):	Requester Signature	Date
Alan Rosenfeld		5/12/15

16. Addition Reviewed by:

Division/Program Chair (Please Print)	Chair Signature	Date
Alan Rosenfeld		5/12/15

17. Addition approved by:

Curriculum Chair Name (Please Print):	CC Signature	Date
Rick Jones		5/13/2015
Vice Chancellor Academic Affairs (Please Print):	VCAA Signature	Date
Doris Ching		5-15-15