

UNIVERSITY OF HAWAII
 CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

REQUESTOR CONTACT INFORMATION	
Date: 1/16/2013	Effective term of request (Semester-Year): Fall 2013
Name: Brian Richardson	Title: Dean of Academic Affairs, Division II
Campus: Windward Community College	Office/Department: Academic Affairs
Phone: (808) 235-7416	Email: brian.richardson@hawaii.edu & larak@hawaii.edu (secretary)

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE		Banner forms: SMAPRLE, SOACURR, STVMAJR
Institution: Windward CC (WIN)	College: IN	Department: NATS
<input checked="" type="checkbox"/> New program code <input type="checkbox"/> Change/replace existing program code:		
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: Certificate: CC Certificate of Completion		
If requesting an existing Major code and/or Concentration code in Banner:		
Existing Major: Code	Description	Existing Concentration: Code Description
If requesting a new <input checked="" type="checkbox"/> Major code or <input type="checkbox"/> Concentration code that does not exist in Banner:		
New Code [4 char/space limit]: SAG	Description [30 char/space limit]: Sustainable Agriculture	
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		
(Please consult your Financial Aid Officer on Program Participation Agreement impact)		
Is this program/major/certificate financial aid eligible? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(If yes, students may select the code as their <u>only</u> 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	
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"/>	

Ending Term (Semester-Year)

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: Associate of Arts

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]:

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


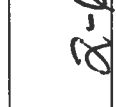

5. NEW MINOR (Minor codes are listed on the Major code table)		Banner form: STVMAJR
Minor Code [4 char/space limit]:		Minor Description [30 char/space limit]:

Please briefly describe your request and explain why you are requesting the code(s):

The certificate of completion in Sustainable Agriculture is a technical certificate that will train students to become small-scale farmers by acquiring skills in areas such as aquaponics, farm energy systems, and plant propagation. We will also be submitting the certificate to the ACCJC as a substantial change request.

SUPPORTING DOCUMENTATION
<p>Please see the Code Request Guide for the required supporting documents to be submitted. Documents submitted with this form:</p> <p><input type="checkbox"/> Board of Regents meeting minutes and supporting documents provided to the BOR</p> <p><input type="checkbox"/> Memo from UH President</p> <p><input type="checkbox"/> Memo from Chancellor</p> <p><input checked="" type="checkbox"/> Curriculum (required for requests for new programs/majors/minors/certificates)</p> <p><input type="checkbox"/> Gainful Employment Program notification to the US Department of Education</p> <p><input type="checkbox"/> Other: _____</p>

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CAMPUS VERIFICATION	
Requestor Signature 	Date <u>2/1/13</u>
Registrar (If different from Requestor) Geri Imai	Signature  Date <u>2-6-13</u>
Print name _____ Email/memo in lieu of Registrar's signature may be attached _____	
Financial Aid Officer (Financial Aid Officer consultation required for all new program codes) Steven Chigawa	Signature  Date <u>2/6/13</u>
Print name _____ 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 _____
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
 Sinclair Annex 2, Room 4
 Honolulu, HI 96822
 Email: iro-mail@lists.hawaii.edu
 Fax: 808-956-9870
 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	
Program code [12]:	Date form/docs received:
CIP code [6]:	Program Description [30]:
	CIP description [30]:



Certificate of Completion in Sustainable Agriculture Proposal

Date of Proposal: November 1, 2012

Date of proposed implementation: Fall, 2013

Overview

Sustainable agriculture integrates long-term environmental stability with economic profitability in way that focuses on stewardship of both human and physical resources. In contrast to the ways of farming that have become typical in the last century, sustainable agriculture focuses on reducing energy and resource demands, removing harmful chemicals and by-products of farming, and using alternative processes, such as aquaponics (aquaponics will be used to demonstrate one important method of sustainable agriculture), to create a viable farm.

While models of sustainable farming have existed for centuries, new technologies and the need to conform to modern forms of economic production and regulation, mean that the small-scale farmer seeking to practice sustainable agriculture to acquire a set of skills that include an understanding of aquaponics, of energy systems on farms, of plant science, and of how to plan and operate a business.

The Certificate of Completion in Sustainable Agriculture is a 17-20 credit certificate designed for students who want to engage in small-scale farming in Hawaii.

The certificate will initially target recent high school graduates who reside on the rural Windward coast of Oahu. Many of the students who attend Windward CC originate from families who have strong backgrounds in agriculture, and there will likely be a natural draw from these students to this type of program. Likewise, while approximately 30% of public high school graduates apply for college the remaining student populations are undecided on their career paths and directly enter the work force with little or no training. This limits their ability to secure higher paying jobs or for obtaining the necessary education to advance in their current line of work. People in the workforce who are seeking a new career track are likely candidates for the proposed program by offering a segue way for students to pursue a four year degree at UH Manoa and acquire more advanced training in tropical agriculture.

Program Learning Outcomes

The successful student in the program will be able to:

- Evaluate sustainable farming systems and business plan
- Determine the sustainable farming system suited for a specific location in Hawaii
- Recommend cultural practices, solve problems and cultivate horticultural crops in a sustainable manner based on sound biological and technological principles

Required Courses (17 to 20 credits total)

AG 120 Plant Science 3 credits

The study of plant science, morphology, anatomy, physiology classification, growth, growth regulators, and propagation. Students are required to write a 10 to 15 page research report.

- Describe and explain general plant structure and function in relation to plant growth and development.
- Demonstrate knowledge of horticultural principles in the cultivation of plants.
- Examine commercial agricultural enterprises for to become familiar with employment opportunities and the impact of horticulture on our lives.
- Research and report on a horticultural plant.

Alignment of AG 120 to Program Learning Outcomes	Evaluate sustainable farming systems and business plan	Determine the sustainable farming system suited for a specific location in Hawaii	Recommend cultural practices, solve problems and cultivate horticultural crops in a sustainable manner based on sound biological and technological principles
Describe and explain general plant structure and function in relation to plant growth and development			X
Demonstrate knowledge of horticultural principles in the cultivation of plants		X	
Examine commercial agricultural enterprises for to become familiar with employment opportunities and the impact of horticulture on our lives	X		
Research and report on a horticultural plant			X

AG 170 Introduction to Aquaponics 4 credits

The course covers aquaculture, hydroponics, aquaponics, sustainable aquatic feed production, renewable local seeding technologies and micronutrient supplementation, fish and plant physiology, renewable energy systems, water catchment and conservation techniques, and best aquaponic food safety practices. The basic physical and biological principles governing sustainable farm and agribusiness operations are emphasized

- Design and construct a basic aquaponic system that uses all three growout technologies (nutrient film technique, ebb and flow, and floating raft) either alone or in combination.
- Apply best aquaculture practices for culturing fishes in an aquaponic setting.
- Identify the water quality parameters and manage them in order to maximize fish, plant and microbial outputs in an aquaponic setting.
- Use best agricultural practices for plant crop production in an aquaponic setting. Prepare seedlings for planting, harvest produce, stagger production of both plant and fish, and apply food safety procedures.

Alignment of AG 170 to Program Learning Outcomes	Evaluate sustainable farming systems and business plan	Determine the sustainable farming system suited for a specific location in Hawaii	Recommend cultural practices, solve problems and cultivate horticultural crops in a sustainable manner based on sound biological and technological principles
Design and construct a basic aquaponic system that uses all three growout technologies (nutrient film technique, ebb and flow, and floating raft) either alone or in combination.		X	
Apply best aquaculture practices for culturing fishes in an aquaponic setting			X
Identify the water quality parameters and manage them in order to maximize fish, plant and microbial outputs in an aquaponic setting			
Use best agricultural practices for plant crop production in an aquaponic setting. Prepare seedlings for planting, harvest produce, stagger production of both plant and fish, and apply food safety procedures.			X

AG 171 Farm Renewable Energy Systems 3 credits (to be approved)

This course explores the various renewable energy systems potentially employable on small farms. Topics such as solar, solar thermal, wind, micro-hydraulic, biomass, and hybrid technologies are covered in the course

- Evaluate solar thermal applications, heating water, drying/cooking food products, running air conditioning systems and distilling water;
- Evaluate solar thermal/photovoltaic systems
- Evaluate wind and Micro Hydroelectric systems
- Evaluate biomass systems, composting, agriculture wastes, ocean plants, feed stock, landfill implications, chemical processes and anaerobic digestion systems
- Evaluate hybrid systems, battery technology, low voltage control systems, inverters and generators, and alternative transportation fuels

Alignment of AG 171 to Program Learning Outcomes	Evaluate sustainable farming systems and business plan	Determine the sustainable farming system suited for a specific location in Hawaii	Recommend cultural practices, solve problems and cultivate horticultural crops in a sustainable manner based on sound biological and technological principles
Evaluate solar thermal applications, heating water, drying/cooking food products, running air conditioning systems and distilling water		X	
Evaluate solar thermal/photovoltaic systems		X	
Evaluate wind and Micro Hydroelectric systems		X	
Evaluate biomass systems, composting, agriculture wastes, ocean plants, feed stock, landfill implications, chemical processes and anaerobic digestion systems		X	
Evaluate hybrid systems, battery technology, low voltage control systems, inverters and generators, and alternative transportation fuels,		X	

AG 192 Special Topics 1-4 credits

A study of vegetable production in Hawaii. Students are expected to grow and harvest a vegetable crop.

- Identify the important concepts and facts for vegetable/fruit production in Hawaii
- Gain a higher appreciation for the human endeavor of vegetable/fruit production.
- Gain a higher awareness of the potential career paths in the agriculture industry
- Develop a comprehensive business plan for a vegetable/fruit business enterprise.

Alignment of AG 192 to Program Learning Outcomes	Evaluate sustainable farming systems and business plan	Determine the sustainable farming system suited for a specific location in Hawaii	Recommend cultural practices, solve problems and cultivate horticultural crops in a sustainable manner based on sound biological and technological principles
Identify the important concepts and facts for vegetable/fruit production in Hawaii	X		
Gain a higher appreciation for the human endeavor of vegetable/fruit production			
Gain a higher awareness of the potential career paths in the agriculture industry			
Develop a comprehensive business plan for a vegetable/fruit business enterprise	X		

BUS 122B: Introduction to Entrepreneurship; Sustainable Agriculture 3 credits

This course is a specialized section of Introduction to Entrepreneurship that focuses on sustainable agriculture. The course will cover the basic economic and business principles regarding small-scale business enterprises connected to agriculture, with a particular focus on sustainable agriculture in Hawaii. With a focus on the creation of a business plan, topics include researching and

evaluating resources, planning, marketing, cultivating money resources, and understanding key concepts in law, budgeting, financial statements, and business documentation.

- Develop a comprehensive business plan for a future agriculture business
- Apply fundamental economic, financial, and organizational principles to the operation of a sustainable agriculture business.
- Work collaboratively in a group setting to cultivate entrepreneurship and develop solutions to economic issues.
- Apply general entrepreneurial concepts to sustainable agriculture practices in Hawaii.

Alignment of BUS 122B to Program Learning Outcomes	Evaluate sustainable farming systems and business plan	Determine the sustainable farming system suited for a specific location In Hawaii	Recommend cultural practices, solve problems and cultivate horticultural crops In a sustainable manner based on sound biological and technological principles
Develop a comprehensive business plan for a future agriculture business	X		
Apply fundamental economic, financial, and organizational principles to the operation of a sustainable agriculture business.	X		
Work collaboratively in a group setting to cultivate entrepreneurship and develop solutions to economic issues			X
Apply general entrepreneurial concepts to sustainable agriculture practices in Hawaii	X		

IS 201: The Ahupua'a 3 credits

Study of the traditional Hawaiian approaches to natural resource development, utilization, exploitation, and management. The ahupua'a, as the traditional Hawaiian unit of land and sea subdivision, beginning in the upland forests, stretching across lower elevations, past the shoreline to the edge of the reef, will be evaluated as a microcosm of an integrated ecosystem and as a model for natural resource management and sustainability.

- Describe how the Hawaii's unique geological formation affects its sustainable natural resources.

- Describe how the ancient migration begins to affect the management of its natural resources and the socio-political fabric of the new land.
- Describe the agri-spiritual relationship between plant and mahi'ai; and the fish and the lawai'a.
- Discuss the ancient and present management value of water.
- Describe and assist in the reconstruction of lo'i kalo and loko i'a.
- Describe and discuss the current resources management practices, which augment or negate ancient practices.
- Research and replicate an artifact of his or her choice.

Alignment of IS 201 to Program Learning Outcomes	Evaluate sustainable farming systems and business plan	Determine the sustainable farming system suited for a specific location in Hawaii	Recommend cultural practices, solve problems and cultivate horticultural crops in a sustainable manner based on sound biological and technological principles
Describe how the Hawaii's unique geological formation affects its sustainable natural resources.		X	
Describe how the ancient migration begins to affect the management of its natural resources and the socio-political fabric of the new land			
Describe the agri-spiritual relationship between plant and mahi'ai; and the fish and the lawai'a.			
Discuss the ancient and present management value of water		X	
Describe and assist in the reconstruction of lo'i kalo and loko i'a			X
Describe and discuss the current resources management practices, which augment or negate ancient practices			
Research and replicate an artifact of his or her choice			

Windward Organizations

Kako'o O'iwi - non-profit workforce development and wetland restoration

Kamehameha Schools – Punaluu

Associations

Hawaii Farm Bureau

Hawaii Aquaculture and Aquaponics Association

Hawaii Farmer's Union

Landholders

Kamehameha Schools

Campbell Estates

Castle Foundation

College Resources

The primary facilities used by the programs will be in already-existing classrooms and the college's Shade House..

The instructors would be a combination of current faculty and outside experts in the discipline. No new positions are required.

Promoting the Certificate

The certificate will appeal to non-traditional students who are either already farming or who are interested in becoming farmers. A recent Agcurious seminar was held with 92 participants. A 5 session Agxposure series has 32 applicants. The certificate and individual would be promoted through already existing organizations such as the CTAHR and local farming associations.

The program would also be promoted at relevant events such as aquaponics workshops and the State farm fair.

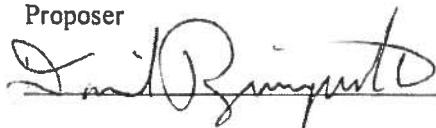
Program Assessment

The success of the certificate program will be measured in three key ways: first, the number of students obtaining the certificate; second, the number students becoming farmers; and third, the number of non-certificate seeking students who take the specialized courses, indicating an increase in skills in the industry even though a certificate is not obtained.

**Program and Certificate Proposal Signature Page
Windward Community College**

1. Name of Proposal: Certificate of Completion in Sustainable Agriculture

2. Proposer



12/3/12
Date


3. Department Review



Department Chairperson

12/3/12
Date

4. Curriculum Committee Review



Curriculum Committee Chairperson

12/4/12
Date

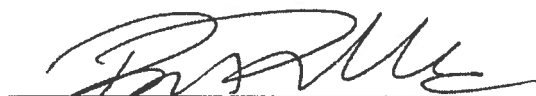
5. Faculty Senate Review



Faculty Senate Chairperson

12/4/12
Date

6. Division



Dean of Instruction

12/7/12
Date


7. Vice Chancellor for Instruction



Vice Chancellor for Instruction

12/10/12
Date

8. Chancellor



Chancellor

1/4/13
Date

Banner Term Codes
as of August 28, 2003 (corrected)

Fall		Winter		Spring		Summer	
Description	Code	Description	Code	Description	Code	Description	Code
Fall	yyyy10	Winter	yyyy20	Spring	yyyy30	Summer	yyyy40
Fall Apprenticeship	yyyy11			Spring Apprenticeship	yyyy31		
Fall Extension	yyyy13	Winter Extension	yyyy23	Spring Extension	yyyy33	Summer Extension	yyyy43
Fall Accelerated	yyyy15	Winter Accelerated	yyyy25	Spring Accelerated	yyyy35	Summer Accelerated	yyyy45

Notes:

1. Apprenticeship applies to Honolulu Community College only. First used in Fall 2003; prior to Fall 2003, regular term codes, ending with "0", were used.
2. Extension refers to UH Manoa Outreach program.
3. Accelerated refers to Honolulu Community College Continuing Education (SOCAD) program.
4. "yyyy" refers to four-digit year. Note that for Fall, the actual year that the code refers to is yyyy-1. For example, 200410 refers to Fall 2003.

ANTA
→ Total Tuition Paid

Pearl Iboshi

From: Brian Richardson [richards@hawaii.edu]
Sent: Monday, February 25, 2013 6:17 PM
To: Pearl Iboshi
Cc: Brian Richardson; Lara Kong; David Ringuette; Richard Fulton
Subject: Re: program code for Sustainable agriculture

Aloha Pearl,

Yes, that seems acceptable. I think our main goal is to have a code of some kind.

Thanks

Brian

On Feb 25, 2013, at 5:03 PM, Pearl Iboshi wrote:

> I have reviewed your request, and would recommend that you use AGSU instead, keeping the AG first so it is more easily found.

>

> We are trying to be more consistent in assigning codes. Please let me know if this is acceptable to you.

>

>

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> Pearl Imada Iboshi, Ph.D.

> Director

> Institutional Research and Analysis

> University of Hawaii System

> 1633 Bachman Place, Sinclair Annex 2, Room 4 Honolulu, HI 96822

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> Phone: (808)956-5442

> Email: iboshi@hawaii.edu

> Website: www.hawaii.edu/irao

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