

UNIVERSITY OF HAWAII  
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

REQUESTOR CONTACT INFORMATION	
Date: December 12, 2014	Effective term of request (Semester-Year): Spring 2015
Name: Jean Ippolito	Title: Curriculum Planning Liaison for Academic Affairs
Campus: University of Hawaii at Hilo	Office/Department: Academic Affairs
Phone: 808-932-7112	Email: jippolit@hawaii.edu

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE		Banner forms: SMAPRL, SOACURR, STVMAJR
UH Home (Hilo): UH Hilo	College: GD Graduate Division	Department: HUM and IS
<input type="checkbox"/> New program code <input checked="" type="checkbox"/> Change/replace existing program code: Terminate code: MA-CHUS		
Level: <input type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Graduate <input type="checkbox"/> First-Professional <input type="checkbox"/> Post-Baccalaureate <input type="checkbox"/> Other:		
Degree: Master of Arts	Certificate:	
If requesting an existing Major code and/or Concentration code in Banner:		
Existing Major: CHUS	China-U.S. Relations	Existing Concentration:
<small>Code</small>	<small>Description</small>	<small>Code</small> <small>Description</small>
If requesting a new <input type="checkbox"/> Major code or <input type="checkbox"/> 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? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Please consult your Financial Aid Officer on Program Participation Agreement impact)</small>		
Is this program/major/certificate financial aid eligible? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Financial Aid Officer consultation required for all new program codes)</small>		
Should this program be available for applicants to select as their planned course of study on the online application? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(If yes, students may select the code as their <u>only</u> program of study.)</small>		

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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	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Spring 2015
	Recruitment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Spring 2015
	Admissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Spring 2015
	General Student	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summer 2015
	Academic History	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summer 2015

**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:

**3. NEW CAMPUS, COLLEGE, DIVISION, OR DEPARTMENT CODE**

Banner forms: STVCAMP, STV COLL, 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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<b>4. NEW COURSE SUBJECT CODE (Subject Alpha)</b>		Banner form: STVSUBJ
College:	Department:	
Subject code [4 char/space limit]:	Subject description [30 char/space limit]:	

<b>5. NEW MINOR (Minor codes are listed on the Major code table)</b>		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):

<b>SUPPORTING DOCUMENTATION</b>
<p>Please see the <b>Code Request Guide</b> for the required supporting documents to be submitted. Documents submitted with this form:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Board of Regents meeting minutes and supporting documents provided to the BOR</li> <li><input checked="" type="checkbox"/> Memo from UH President</li> <li><input checked="" type="checkbox"/> Memo from Chancellor</li> <li><input type="checkbox"/> Curriculum (required for requests for new programs/majors/minors/certificates)</li> <li><input type="checkbox"/> Gainful Employment Program notification to the US Department of Education</li> <li><input type="checkbox"/> Other: _____</li> </ul>

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CAMPUS VERIFICATION		
Requestor Signature <u>Jan M. Ippolito</u>	Date <u>Dec. 17, 2014</u>	
Registrar (If different from Requestor) <u>Chelsea Kay-Wong</u> Print name	<u>[Signature]</u> Signature	<u>12/17/14</u> 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) <u>Sherrie K Pasdilla</u> Print name	<u>[Signature]</u> Signature	<u>12/17/14</u> Date
Email/memo in lieu of Financial Aid Officer's signature may be attached		
<b>For Community Colleges, verification of consultation with OVPCC Academic Affairs:</b>		
_____	_____	_____
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]:



UNIVERSITY  
of HAWAI'I  
**HILO**

September 8, 2014

UNIVERSITY OF HAWAII  
PRESIDENT'S OFFICE

14 SEP 12 P2:01

RECEIVED

**MEMORANDUM**

TO: David Lassner  
President

VIA: Donald Straney *Donald Straney*  
Chancellor

FROM: Matthew Platz *Matthew Platz*  
Vice Chancellor for Academic Affairs

SUBJECT: TERMINATION OF THE MASTER OF ARTS IN CHINA-U.S. RELATIONS

SPECIFIC ACTION REQUESTED:

It is requested that the President the change the status of the Master of Arts in China-U.S. Relations program at the University of Hawai'i at Hilo from established to terminated.

RECOMMENDED EFFECTIVE DATE:

October 16, 2014

ADDITIONAL COST:

No additional cost.

PURPOSE:

To terminate a program which has not proven to be financially viable/ sustainable in the long-term.

**BACKGROUND**

Pursuant Board of Regents Policy 5-1(g), provisional and established programs deemed out-of-date or nonproductive based on a program review or other internal assessments may be terminated by the President.

The Master of Arts in China-U.S. Relations was approved as a provisional program by the Board of Regents in the January 2002 and launched in the 2003-2004 academic year. Initial funding for the program was by external commitments of \$700,000 from Taiwan corporate contributors and the hope was that the initial class of 6-10 Chinese students would grow to 15-20 within five years. This would be in addition to U.S. and Pacific region students who had expressed interest in the program.

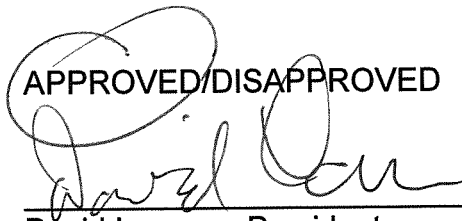
UH Hilo was compelled to stop out admissions to the program as of Fall, 2011( per Kenny Simons memo to students of May 9, 2011) due to a precipitous decline in student interest from eighteen students in 2005 to 9 students in 2010- 2011 and 6 in 2011-2012; during this same period, the University had invested an increasingly large share of resources in an attempt to help the program grow.

We have not have been able to show the required sustained strength in terms of student enrollment, so UH Hilo made the decision that it was not reasonable continue the program. Current students were afforded the opportunity to complete their programs.

**ACTION RECOMMENDED**

It is recommended that the President approve the change from established to terminated status for the Master of Arts in China-U.S. Relations.

APPROVED/DISAPPROVED



\_\_\_\_\_  
David Lassner, President

NOV 21 2014

\_\_\_\_\_  
Date