



UNIVERSITY of HAWAII\*  
**KAUAI**  
COMMUNITY COLLEGE

April 24, 2013

TO: Institutional Research & Analysis Office

FR: Leighton Oride *Oride*  
Admissions Officer & Registrar

RE: UH Code Request Form: Academic Subject Certificate –  
Plant Biology and Tropical Agriculture

With reference to page 4, Vice Chancellor James Dire conveyed to me this afternoon that he consulted with Academic Affairs Program Officer Suzette Robinson on February 14, 2013.

The request is to change the program title, effective Fall 2013:

<b>NEW:</b>	<b>ASC-PBS</b>	<b>Plant Biology and Tropical Agriculture</b>
<b>OLD:</b>	<b>ASC-PBS</b>	<b>Plant Bioscience Technology</b>

I corresponded with Leeward Community College Associate Professor Kabi Neupane who will submit the same.

Should you have any questions, please feel free to contact me via email at [loride@hawaii.edu](mailto:loride@hawaii.edu).

Thanks.

cc: K. Neupane

**From:** Leighton Oride [<mailto:loride@hawaii.edu>]  
**Sent:** Wednesday, April 10, 2013 9:52 AM  
**To:** 'kabi@hawaii.edu'  
**Cc:** 'sharadch@hawaii.edu'  
**Subject:** ASC-PBS: Plant Bioscience Tech

Kauai CC's proposal is awaiting final execution as well.  
Once executed, we will send in just Kauai CC's **IRAO Code Request Form for Academic Program Codes**.  
Thanks.

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**From:** Kabi Neupane [<mailto:kabi@hawaii.edu>]  
**Sent:** Wednesday, April 10, 2013 9:23 AM  
**To:** Leighton Oride  
**Cc:** [sharadch@hawaii.edu](mailto:sharadch@hawaii.edu)  
**Subject:** Re: ASC-PBS: Plant Bioscience Tech

We will do the same as Kauai CC and keep the PBS code. Our program modification proposal (ASC Plant Bioscience technology --> ASC Plant Biology and Tropical Agriculture) is going through the curriculum process but I have not done the IRAO Code Request Form. Can we make it a joint application for the request or we have to do it separately by campus? Thank you,  
Kabi

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**From:** Leighton Oride [<mailto:loride@hawaii.edu>]  
**Sent:** Wednesday, April 10, 2013 8:35 AM  
**To:** 'kabi@hawaii.edu'  
**Cc:** 'sharadch@hawaii.edu'  
**Subject:** ASC-PBS: Plant Bioscience Tech

I embedded your email of 5:42 pm in my addendum email of 10:37 am.  
I was involved in the original major creation for both Leeward CC and Kauai CC.

<b>Kauai CC:</b>	<b>ASC-PBS (Plant Bioscience Technology)</b>	<b>Effective: Fall 2012</b>
<b>Leeward CC:</b>	<b>ASC-PBS (Plant Bioscience Technology)</b>	<b>Effective: Fall 2012</b>

Jean Osumi is no longer with the institutional research office.  
At that time we sought ASC-PBT but couldn't obtain such as Windward CC had **PBT** for another subject area.

Therefore, we had to settle for **PBS**.

Kauai CC will be submitting an **IRAO Code Request Form for Academic Program Codes** to change just the program title.

Kauai CC's request leans toward keeping the **PBS** code:

<b>Kauai CC:</b>	<b>ASC-PBS (Plant Biology and Tropical Agriculture)</b>	<b>Effective: Fall 2013</b>
<b>Leeward CC:</b>	<b>ASC-PBS (Plant Biology and Tropical Agriculture)</b>	<b>Effective: Fall 2013</b>

I just needed to confirm with you that Leeward CC will be doing the same as Kauai CC.

Please let me know as soon as possible.

Thanks.

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 CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

REQUESTOR CONTACT INFORMATION	
Date: 4/19/13	Effective term of request (Semester-Year): Fall 2013
Name: Leighton Oride	Title: Admissions Officer & Registrar
Campus: Kauai Community College	Office/Department:
Phone: (808) 245-8226	Email: loride@hawaii.edu

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE		Banner forms: SMAPRLE, SOACURR, STVMAJR
Institution: Kauai CC (KAU)	College: Instructional	Department:
<input type="checkbox"/> New program code <input checked="" 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: ASC Academic Subject Certificate		
If requesting an existing Major code and/or Concentration code in Banner:		
Existing Major: <input type="checkbox"/> PBS <input type="checkbox"/> Plant Bioscience Technology <input type="checkbox"/> Existing Concentration:	<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 checked="" 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 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<small>(If yes, students may select the code as their only 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 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"/>	_____

**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, 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 reason for this program action is to change the program title from "Plant Bioscience Technology" to "Plant Biology and Tropical Agriculture" for consistency throughout the UHCC system.

SUPPORTING DOCUMENTATION
<p>Please see the <b>Code Request Guide</b> 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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<b>CAMPUS VERIFICATION</b>	
<b>Requestor Signature</b> <i>Shawn Larimer Mowbray</i>	Date <u>04/22/2013</u>
<b>Registrar</b> (If different from Requestor) Leighton Orde	Date <u>4/24/13</u>
Print name _____ Signature <i>Leighton Orde</i>	Signature _____ Date _____
Email/memo in lieu of Registrar's signature may be attached	
<b>Financial Aid Officer</b> (Financial Aid Officer consultation required for all new program codes) <del>Rebecca Thompson</del> Earl Nishiguchi	Date <u>4-24, 2013</u>
Print name _____ Signature _____	Signature _____ 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>	
James Dire	Date <u>4-24-2013</u>
Print name _____ Signature <i>James R. Dire</i>	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  
 Sinclair Annex 2, Room 4  
 Honolulu, HI 96822  
 Email: [iro-mail@lists.hawaii.edu](mailto: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.**

<b>FOR INTERNAL USE ONLY</b>	
Date form/docs received:	
Program code [12]:	Program Description [30]:
CIP code [6]:	CIP description [30]:

Effective Fall	2013
Date Approved	4/13
Replaces	3/12

**APPENDIX B**  
**Kaua'i Community College**  
**University of Hawai'i**  
**Program Action Request**

1. Type of Program Action:     New             Modification             Deletion

PRESENT		PROPOSED	
HORT 200	3	HORT 200	3
PBT 100	1	PBT 100	1
PBT 141	3	PBT 141	3
PBT 264	3	PBT 264	3
PBT 275	3	PBT 275	3
PBT 290V	2-3	PBT 290V	2-3
CHEM 151 or CHEM 161	3	CHEM 151 or CHEM 161	3
CHEM 151L or CHEM 161L	1	CHEM 151L or CHEM 161L	1
SCI 121*	3	SCI 121*	3
SCI 121L*	1	SCI 121L*	1
<b>Total Credits</b>	<b>23</b>	<b>Total Credits</b>	<b>23</b>

\*BOT 101 (4 credits) fulfills the requirement for SCI 121/SCI 121L.

2. Program Type:

- |   |  |
|---|--|
| <input type="checkbox"/> Associate in Applied Science (AAS)                         | <input type="checkbox"/> Certificate of Achievement (CA)               |
| <input type="checkbox"/> Associate in Arts (AA)                                     | <input type="checkbox"/> Certificate of Completion (CC)                |
| <input type="checkbox"/> Associate in Arts–Concentration                            | <input type="checkbox"/> Certificate of Competence (CO)                |
| <input type="checkbox"/> Associate in Science (AS)                                  | <input checked="" type="checkbox"/> Academic Subject Certificate (ASC) |
| <input type="checkbox"/> Associate in Science Natural Sciences–Concentration (ASNS) |  |

3. Program Title:

Plant Biology and Tropical Agriculture (PBS)

4. Program Description (for catalog):

The Plant Biology and Tropical Agriculture (PBS) Academic Subject Certificate is designed to provide students with education and training in horticulture, propagation/micropropagation, agriculture, pest management, and crop improvement.

**Program Admission Requirements:**

None.

## Graduation Requirements:

A GPA of 2.0 or higher for all courses applicable toward the certificate is needed to meet graduation requirements.

### 5. Program Student Learning Outcomes:

- 1) Communicate effectively both orally and in writing in Standard American English, and interpret, and/or express themselves in, some other form of communication at a basic level, whether from knowledge of a second language or through artistic or symbolic expression.
- 2) Make and express critical judgments about issues and ideas after accessing, analyzing, and synthesizing relevant information, using technology where appropriate; use creative and critical thinking skills to weigh the relative merits of opposing positions; and apply knowledge of formal systems of reasoning and logical fallacies in arriving at informed opinions.
- 3) Apply quantitative methods appropriately; analyze real-life situations using numeric, graphical, and symbolic models, and verbally explain these models; and recognize the impact of mathematics on the sciences, society, and everyday life.
- 4) Analyze the behavior of people from psychological, sociological, philosophical, and anthropological perspectives, and knowledgeably consider the social, political, and economic implications of human interactions in order to make informed personal and social choices.
- 5) Support opinions and make decisions based upon a scientific understanding of the physical and natural world, and appropriately apply the scientific method to test ideas, measure and evaluate results, develop models, solve problems, and generate new ideas.
- 6) Demonstrate a sympathetic awareness of the values and beliefs of their own and other cultures; explain the historical dimensions of contemporary affairs and issues; analyze the interactive roles that social, religious, artistic, political, economic, scientific, and technological forces play in society; and engage responsibly in their roles as citizens with issues affecting themselves, their families, their communities, and the world.
- 7) Demonstrate an aesthetic appreciation of creative and original expression and, making use of natural gifts, acquired knowledge, and the intense discipline of art, engage in creative activities which enrich their quality of life.
- 8) Apply their acquired knowledge and skills to further their own learning, to set and prioritize personal goals, to self-assess progress, and to recognize, address, and resolve obstacles constructively.
- 9) Make informed decisions based on an understanding of the qualities of a healthful lifestyle, explain the connection between a healthy body and a thoughtful mind, perform group activities cooperatively, and engage in healthful physical activity.

### 6. Proposed Date of First Offering: Fall 2013

7. Is this program offered at another UH campus?  Yes  No  
If Yes, specify campus. If No, why is this program offered at KCC:

Leeward Community College.

### 8. Reason for this Program Action:

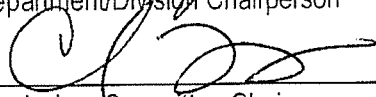
The reason for this program action is to change program title from "Plant Bioscience Technology" to "Plant Biology and Tropical Agriculture" for consistency throughout the UHCC system.

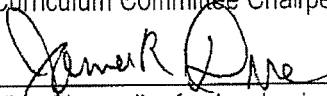



PSLOs Approved by:  April 5/13  
Assessment Committee Chairperson Date

Proposed by: Sharon Krasner Marquette 4/5/13  
Originator Date

Requested by: Ben Yarnall 4/5/13  
Department/Division Chairperson Date

Approved by:  4-5-13  
Curriculum Committee Chairperson Date

 4/5/13  
Vice Chancellor for Academic Affairs Date

 4/5/13  
Chancellor Date