MA Chancellor's approval Route A PL= 1.0 year

MA EVPAA

UNIVERSITY OF HAN

CODE REQUEST FORM FOR ACADEM

Gainful Employment

REQUESTOR CONTACT INFORMATION	
Date: 10/17/2014	Effective term of request (Semester-Year): Fall 2014 2015
Name: Kathlen Lee	Title: Educational Specialist
Campus: Kauai Community College	Office/Department: Science and Mathematics
Phone: (808) 245-8204	Email: kathlen@hawaii.edu

· · · · · · · · · · · · · · · · · · ·					
1. PROGRAM CODE, MAJOR CODE, CONCENTRAT	ION CODE		Banner forms: SN	MAPRLE, SOACURR	, STVMAJR
Institution: Kauai CC (KAU)	College: Instructiona	I, IN	Department: MS, M	lath & Scien	ice
✓ New program code	ting program code:		-		
Level: Undergraduate Graduate	First-Professional	Post-Baccalaureate	Other:		
Degree:		Certificate: CA Cert	ificate of Achievement		
If requesting an existing Major code and/or Conc	entration code in Banr	ner:		#0 ** g	
Existing Major: SSM	NTAINABLE VCIENCE NMANAGEMENT	Existing Concentration	on:	Description	
If requesting a new Major code or Concent	ration 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 Ban	ner, please list the coo	le:			
Is this major/concentration code being used the sa	ame way at other UH o	ampuses?			
Is 50% or greater of the classes in this program of	ered at a location othe		npus?		nent impact)
Is this program/major/certificate financial aid elig	ble? 🗸 Yes 🗌	No (Financial Aid Off	ficer consultation required f	for all new program cod	des)
Should this program be available for applicants to	select as their planned	•	he online application? s, students may select the co	Yes ode as their only progra	✓ No am of study.)

Replacing or eliminating an existing program of	ode:			
If replacing an existing program code, are curre	nt students "grandfathere	ed" under t	he old	d code? Yes No
Should the old program code be available for u	se in Banner? 🔲 Yes	☐ No		
Will the old program code be available for:	Banner Module Online Application Recruitment Admissions General Student Academic History	Yes	No	Ending Term (Semester-Year)
2. CERTIFICATES ONLY: Does this certificate qualify as a Gainful Employ				
(Please consult your Financial Aid Officer or see: http://w				
For new certificates approved by the Chancello			THE PR	ogram is: BOR Authorized
3. NEW CAMPUS, COLLEGE, DIVISION, OR DEP	ARTMENT CODE			Banner forms: STVCAMP, STVCOLL, STVDIVS, STVDEPT
Campus code [3 char]:	Campus descrip	otion [30 cha	ar/space	e limit]:
College code [2 char]:	College descrip	tion [30 cha	r/space	e limit]:
Division code [4 char/space limit]:	Division descrip	otion [30 cha	ar/space	e limit]:
Department code [4 char/space limit]:	Department de	scription [3	30 char/	/space limit]:

4. NEW COURSE SUBJECT CODE (Subject Alp	Banner form: STVSUI
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: STVMAJ
Minor Code [4 char/space limit]:	Minor Description [30 char/space limit]:
SUPPORTING DOCUMENTATION	
Please see the Code Request Guide for	he required supporting documents to be submitted. Documents submitted with this form:
Board of Regents meeting minu	tes and supporting documents provided to the BOR
☐ Memo from UH President	
Memo from Chancellor	
	ts for new programs/majors/minors/certificates)
	otification to the US Department of Education
Other:	

CAMPUS VERIFICATION								
Requestor Signature	Date 11-U	-14						
Registrar (If different from Requestor) Kailana Soto Print name	Kaulana OLato Sienature	11/10/14 Date						
Email/memo in lieu of Registrar's signature ma	y be attached ,	54.0						
Financial Aid Officer (Financial Aid Officer Jeff Anderson Print name	cer consultation required for all new program codes) Signature	11/17/14 Date						
Email/memo in lieu of Financial Aid Officer's sig	gnature may be attached							
For Community Colleges, verification of consultation with OVPCC Academic Affairs: Print name Signature Date								
Send completed form and supporting Institutional Research and Ana 1633 Bachman Place Sinclair Annex 2, Room 4 Honolulu, HI 96822	documentation to:							
After <u>all</u> required forms and supporting documents have been submitted, please allow at least two weeks for processing by IRAO and Banner Central.								
Program code [12]: (A-SSM) CIP code [6]: 303300	Date form/docs received: 71716 7251 Program Description [30]: CA - Gustainable Scient CIP description [30]:	Since Ngimt						

Program Length and Special Program Designation

October 23, 2014

The following information is submitted in addition to the IRAO Code Request form.

Program: Sustainability Science

Length of program: 1 year

Special program designation: N

Effective Fall Date Approved Replaces 2014 5/14 New

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

1.	Type of Program Action: New Modification Deletion								
	PROPOSED	CA							
	SUSTAINABILITY SCIENCE REQUIREMENTS								
	SSM 101 Introduction to the Science of Sustainability (3)	6							
	ENRG 101 Introduction to Sustainable Energy Technology (3)								
	SUSTAINABLITY SCIENCE ELECTIVES	6							
	AG 103 Sustainable Agriculture Systems (2) AND AG 103B Sustainable Farm Management (1	1)							
	HORT 200 (3)								
	SSM 110 Sustainable Water and Waste Management (3)								
	SSM 201 Sustainable Building Design, Construction, and Operations (3)								
	GENERAL EDUCATION	4-5							
	Biological Science								
	BIOL 123/BIOL 123L (4), BIOL 171/BIOL 171L (4); BOT 101 (4), BOT 130/BOT 130L (4); HOF	RT T							
	200 (3); MICR 130/MICR 140 (5); OR SCI 121/SCI 121L (4)								
	GENERAL EDUCATION ELECTIVES (No more than four credits from any one category)	9-10							
	Accounting/Finance								
	ACC 124 (3), ACC 125 (3), ACC 201 (3), OR ENT 150 (3)								
	Mathematics								
	MATH 115 (3) OR MATH 140 (3) or higher								
	Physical Science								
	CHEM 151/CHEM 151L (4) OR CHEM 162/CHEM 162L (4)								
	Written Communication								
	BUS 175 (3) OR ENG 100 (3)	25.07							
	Total	25-27							
2.	Program Type:								
	Associate in Applied Science (AAS) Associate in Arts (AA) Associate in Arts-Concentration Associate in Science (AS) Associate in Science Natural Sciences—Concentration (ASNS)	ence (CO)							
3.	Program Title: Sustainability Science								
4.	Program Description (for catalog):								
	The Sustainability Science Certificate of Achievement is interdisciplinary and focuses on undefinding solutions to real world problems. It addresses some of the most critical challenges Ka								

and the world face, and the skills and knowledge students gain in the program provide a solid background in science, math, and other disciplines preparing them for the local workforce and/ or transfer into many different Associate and Bachelor degree programs in the University of Hawai'i system.

Program Admission Requirements:

The student must be enrolled at Kaua'i Community College. Some courses require an approval and/or "C" or higher in ENG 22 and/or MATH 26 or higher.

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:

Detail valid sustainability concerns and potential solutions, the inter-related nature of these concerns, and their implications in an island context.

Identify and describe the basic scientific components behind existing and emerging technologies in a variety of areas related to sustainability.

Demonstrate skills needed to work towards sustainability in a variety of contexts, including collaboration, making presentations, preparing reports, and the use of appropriate science and technology and other information gathering techniques to access information.

Design comprehensive solutions to basic sustainability problems that are well researched and supported.

Use scientific principles or methods to critically evaluate proposed solutions to basic sustainability problems.

6. Proposed Date of First Offering: Fall 2014

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

This specific program is not offered at any other campus; however UH Maui College offers a BAS in Sustainable Science Management. This program is offered at KCC in order to address student interest in sustainability topics, to help foster a community of learners on Kaua'i well versed in sustainability problems and solutions, to provide training for jobs, and to provide a pathway for transfer into sustainability fields.

8. Reason for this Program Action:

This program addition will enhance the overall offerings at KCC, responds to student interest in sustainability topics, offers needed workforce training, provides transfer options into various UH institutions' four-year programs, and puts the College in the forefront of the world-wide movement of academic institutions adapting to our changing world and need for an informed and educated society regarding the critical analysis of sustainability problems and finding of appropriate solutions. Students have expressed

interest in sustainability topics, and this certificate program provides an opportunity for students to understand the science behind the issues and prepare himself or herself for further study and/ or the workforce. The curriculum can be used to complement many other Associate degrees, has been aligned with UH Maui College's BAS in Sustainable Science Management, provides a solid base for transfer into other UH system institutions' four-year programs, and local workforce professionals have been consulted and their input has helped to design the certificate in a way that will provide students with the knowledge and skills needed to advance in the workplace. This certificate program offers students the opportunity to be trained in fields that are growing and have many opportunities for advancement and success in both the workforce and further education.

9.	Board	of	Regents	Approval	Needed:	X Yes	☐ No
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PROGRAM ACTION REQUEST APPROVAL

PROGRAM: Sustainability Science CA

Effective date: Fall 2014

PSLOs Approved by		5/14/14
	Assessment Committee Chairperson	Date
Proposed by:		6114114
	V Orlginator	Date
Requested by:	Ban Grant	5/14/14
	Department/Division Chairperson	Date *
Approved by:	Lasquit Napoler	5/14/14
	Curriculum Committee Chairperson	Date
	Alma Rolle	5/6/14
	Vice Chancellor for Academic Affairs	Date b
	- Kelen a live	5/16/14
	Chancellor	Date



UNIVERSITY OF HAWAII
BOARD OF REGENTS

Chancellor

14 OCT -9 A8:33

July 31, 2014

TO:

Randolph G. Moore

Chair, Board of Regent

VIA:

David Lassne

President

VIA:

John Morton

Vice President for Community Colleges

FROM:

Helen Cox

Chancellor

Kaua'i Community College

SUBJECT:

Request Approval of a New Provisional Certificate Program

SPECIFIC ACTION REQUESTED

Request approval of a new provisional Certificate of Achievement (CA) Program in Sustainability Science at Kaua'i Community College.

RECOMMENDED EFFECTIVE DATE

Fall 2015

BACKGROUND

Significance/Contribution of this degree:

The Kaua'i Community College (Kaua'i CC) Sustainability Science certificate program has been designed to target full and part time working, non traditional, and traditional students who are looking for a variety of workforce, career, and educational options. The certificate program is meant to quickly train students in order for them to gain the skills and knowledge needed to work effectively and find a living wage job in a variety of industries related to sustainability. Our classes will be offered in the evening and online thereby making them easier to attend for many students- including off island students. The program has been designed with

3-1901 Kaumuali'i Highway Lihu'e, Hawai'i 96766-9500 Telephone: (808) 245-8210 Fax: (808)245-0101 the workforce in mind, and industry experts have reviewed the curriculum ensuring its relevance to real world needs. Additionally, the curriculum is articulated with Maui College's BAS in Sustainable Science Management giving students a solid transfer pathway, along with many other transfer options in the UH system. Working professionals who have already earned a degree could enroll in this certificate program to enhance their resume, bring better practices to their place of employment, and possibly qualify for a pay raise. The Sustainability Science certificate program will provide students an opportunity to learn about sustainability and how to implement more sustainable practices into a variety of businesses. This will allow students to enter the local workforce on Kaua'i trained, knowledgeable, and ready to find gainful employment.

A Sustainability Science certificate not only will increase the education about sustainability topics on the island, but also gives students an option for quick workforce training and for some may inspire them to continue in school to earn an Associate and/or Bachelor degree from a UH institution. This certificate program provides students an achievable academic goal that can prepare them for the workforce and set them up for future studies in a variety of subject areas.

Cost and resource allocation/reallocation implications:

Lecturers will be used to teach the courses in this program, and the U. S. Department of Labor Trade Adjustment Assistance Community College and Career Training (TAACCCT) grant, round two, has provided funds for a full time program coordinator, currently on year two of funding from the grant. No additional faculty funding is required, and tuition revenues will be used to cover lecturer costs after grant funds have been expended. While faculty cost is included in the cost analysis, there is no additional cost to the college. Grant funds have also provided start up equipment for the classes, and a computer, printer, and other needed items for the program coordinator.

Impact of new program on campus budget allocations and mission priority

The proposed new program will have little impact on the campus budget allocation.

Lecturer funds will be used to hire lecturers to teach the sustainability content courses, and general education offerings will be used to complete the program. We do not expect additional

sections of general education courses to be needed, based on our projected enrollment. The program will have no impact on the campus mission priorities as it speaks to the campus and UH recognition of the importance of sustainability.

Demand projections:

Kaua'i's job growth is projected to grow faster than all other islands through 2020, according to the Hawai'i Department of Labor and Industrial Relations. The main area of growth is in tourism, as expected, however water treatment operators, recyclable material collectors, manufacturing, and construction are all industries that are expected to increase as well. This certificate program is meant to give a broad education on a variety of subject areas thereby not pigeonholing the student into one area. Sustainability concepts can be incorporated into many jobs, and companies are increasingly looking for more employees qualified in these areas. Additionally, specific sustainability manager jobs are definitely on the rise, and these jobs can be secured with more education in the field of sustainability. Our students will walk away with the skills to earn a living wage at a job they can succeed and progress in.

Accreditation impact (if any): There will be no impact on ACCJC accredidation.

Examples (2-3) of similar models from peer institutions:

Maui College: BAS Sustainable Science Management

Central Carolina Community College: AAS Sustainability Technologies

Central Piedmont Community College: AAS Sustainability Technologies

Similar programs at other UH campuses (if there is duplication, why is this program necessary):

Maui College's BAS in Sustainable Science Management is the most similar program to ours, and our program is meant to align with theirs so our students can transfer into this program if that is their goal. This program is necessary on Kaua'i to increase education on Kaua'i about sustainability problems and solutions and to train students for jobs in various areas. This certificate program aims to increase the number of qualified applicants in a variety of areas, and also provide the student/ applicant with the skills and education needed to advance in the workplace once there. In talking with industry experts, it has been expressed to sustainability

staff at Kaua'i CC that applicants can be hired with only a high school degree, but these employees are often not able to advance to the higher pay grades because of a lack of basic science and math knowledge. This certificate program aims to address this problem, and give our students the opportunity to find jobs they can advance in. This certificate program enables Kaua'i CC to respond to these community needs and provide residents the opportunity to find living wage jobs that can support a family.

This certificate program also contributes to the current strategic priority focusing on STEM degrees and certificates and will hopefully increase retention and persistence by giving students an achievable goal. The proposed Sustainability Science CA will add to the number of Kaua'i CC students graduating with a STEM certificate. The Kaua'i CC Sustainability Science certificate program will also contribute towards the following UHCC strategic plan measures:

- · Degrees and certificates awarded
- Degrees and certificates awarded to Native Hawaiian students
- Degrees and certificates awarded to students in Science, Technology, Engineering, and Math (STEM) fields

ACTION RECOMMENDED

Request approval of a new provisional Certificate of Achievement (CA) Program in Sustainability Science

Meeting of the Board of Regents Minutes of October 16, 2014 - Page 9 of 10

need to follow the reserve policy, as well as to take into account UH Foundation funds that can be used to be budget relieving.

Vice Chair Sullivan stressed that the Board would not have supported using revenue bonds had the true fiscal health was known, and that a discussion on UH Mānoa finances is a topic that will be vetted at an upcoming Budget and Finance committee meeting.

Chancellor Bley Vroman added that historically the trend was to spend to keep from being swept; the excess was helpful in funding the shortfalls, but now the units have been charged to 'fly level,' and have budget plans, and restructure curricula and class size for efficiency. All are on task and the board will be kept apprised of the progress.

The Board raised concerns about negative impacts on the ability to graduate, admissions, and the quality of education, and raised the possibility of incentivizing units to 'fly level,' and suggested considering a budget allocation committee to work on an allocation system to provide incentives.

Upon motion by Vice Chair Sullivan to approve with the amendment to the CIP request relating to the Daniel K. Inouye Center to include \$1,000 in place of the \$1.00 figure as a placeholder until the operating budget is finalized, seconded by Regent Gee, the motion carried unanimously with one abstention by Regent Hoffmann.

J. University of Hawai'i Foundation: Approval of Naming Opportunities for Gartley Hall at UH Mānoa

Vice President for the University of Hawai'i Foundation Gregg Willems presented a proposal for naming opportunities for Gartley Hall at UH Mānoa. He summarized the minimum levels and that the building has been completely renovated and therefore the entire internal platform is available. The naming for the exterior building is subject to Hawai'i law.

Vice Chair Bal moved to approve as presented, seconded by Regent Nielsen, and the motion carried upon unanimous vote.

K. By Consent Agenda:

1. University of Hawai'i—West O'ahu: Approval of Provisional to Established Status, Certificate in Risk Management & Insurance

2. Kaua'i Community College: Approval of a New Provisional Certificate of Achievement Program in Sustainability Science

Chair Moore stated that the items were already discussed in committee, and reported on by the committee chair. Unless there were questions or members wanted to take any item individually, the items are now before the board by consent agenda. Having no objections by the Board, Regent Gee moved to approve, seconded by Regent Matayoshi, and the motion carried upon unanimous vote.

IX. Executive Session (closed to the public):

A. Matters Related to Private Donations: (To consider matters relating to the solicitation and acceptance of private donations to HRS §92-5(a)(7))

- 1. Approval of Private Donation to Support the University
- B. Personnel Actions Related to the Following Positions: (To discuss the following personnel matters pursuant to HRS §92-5(a)(2))
 - 1. Discussion of Personnel Actions (Attachments B-1 and B-2)

Upon motion by Regent Kudo, seconded by Regent Matayoshi, and by unanimous vote, the board moved into executive session at 1:10 p.m. Upon motion by Vice Chair Sullivan, seconded by Regent Kudo, and by unanimous vote, the executive session was adjourned at 3:30 p.m.

The meeting reconvened at 3:40pm. Chair Moore stated that the Board went into executive session to discuss confidential matters regarding personnel and private donations as indicated on the Agenda.

X. Personnel Actions - Attachments B-1 (For approval), B-2 (Information only)

President Lassner presented the personnel matters listed on the attachment B-1 for approval by the Board. The Board expressed confidence in the selection process for the Chancellor of Maui College and appreciated the letters of support from persons who knew the candidate, and that listing the relevant characteristics for the position was helpful in decisionmaking. Upon motion by Regent Matayoshi to approve the personnel actions listed in Attachment B-1, and seconded by Regent Nielsen, the motion carried upon unanimous vote.

XI. Announcements and Adjournment

Chair Moore noted that the board retreat will be on November 7, 2014, 8am – 5pm, tentatively at the Sullivan Conference Center, University of Hawai'i Cancer Center; and the next regular board meeting would be on November 20, 2014, at Leeward Community College. Having no further business, upon motion by Regent Gee, seconded by Regent Kudo, and by unanimous vote, the meeting adjourned at 3:51 p.m.

Respectfully Submitted,

/S/

Cynthia Quinn
Executive Administrator and
Secretary of the Board of Regents

Do not click the browser's Back button if you change your data.

You must click the "OK/Save Data" button at the bottom of the page to save your changes.

Section L (page 1 of 1) Help

OPE ID: 00161400

School Name: Kauai Community College

Your Nondegree/Vocational Program application has NOT been submitted.

You MUST use the Application Submission page to submit.

3-1901 Kaumualii Highway

Lihue, HI

Section L. Please have the appropriate person in authority review, sign, and date this document.

I hereby certify that, to the best of my knowledge and belief, all information in this document is true and correct. I understand that if my institution provides false or misleading information, (a) the U.S. Department of Education may deny the institution's request for eligibility to participate in federal student financial aid programs and/or revoke eligibility once it has been granted and (b) the institution may be liable for all federal student financial aid funds it or its students received. I also understand that I may be subject to a fine of not more than \$25,000 or imprisonment of not more than five years, or both, for misinformation that is material to receipt and stewardship of federal student financial aid funds.

Signature of President/CEO/Chancellor Date 02/24/2015 (mm/dd/yyyy format) Name of institution Kauai Community College Name of President/CEO/Chancellor Theck here if this is the same person as in Question 10 (Ms Helen Cox). If not, complete the information below. Prefix First name MI Last name Suffix Job Title Business street address City State Zip Foreign Province Country Postal Code Telephone number (including area code) Fax number (including area code)) Telephone Number (Complete international telephone number) Foreign fax E-mail address

If you did NOT make any changes on this page, you may return to the Index to select another section of the application.

Do not click the browser's Back button if you change your data.

You must click the "OK/Save Data" button at the bottom of the page to save your changes.

Section B (page 1 of 4) Help

OPE ID: 00161400

School Name:

Kauai Community College

Your Nondegree/Vocational Program application has been submitted.

3-1901 Kaumualii Highway

Lihue, HI

Section B. Please tell us about your accreditation and state authorization to provide postsecondary education.

Check here if you are a foreign institution (including foreign graduate medical schools) and go to Section C.

15. What is your accrediting agency?

If you have institution-wide accreditation, provide the following information for each agency. If more than one accrediting agency provides accreditation, designate the one you wish us to use in determining your eligibility and continued eligibility. If you do not have institution-wide accreditation, provide the following information for each accrediting agency that either accredits a program that is currently eligible or for which you are seeking eligibility. (This includes programs such as a hospital-based nursing program or radiologic technology program.)

You must include a copy of your current letter of accreditation.

	Need		a verification of the section and an extended of the section of th	* Ba-17 - calde sta-16 - calde sta-1	Number		Institution-	
	More Info	Accreditor Abbreviation	Name of Accreditor	Year Last Accredited	of Years	Primary Accreditor	wide/ Programmatic	End Date
Update/Review Accreditor			Western Association of Schools and Colleges - Community/Jr. Colleges	2006	6	Yes	Institution- wide	

Click here to add an accreditor.

16. 2 Check here if you do not offer a flight program and go to Question 17.

If you offer a flight program, provide your certification number from the U.S. Federal Aviation Administration (FAA). Number

Date FAA certification expires

(mm/dd/yyyy format)

If you did NOT make any changes on this page, you may return to the Index to select another section of the application.

If you made changes on this page, please check the desired action below and then click on the "Save Data" button.

You must click the "OK/Save Data" button to save your changes.

Please select one of the following 3 actions:

- Check here if you are satisfied with your entries on this page.
- Check here to perform the action selected below even if there are edit errors on this page.

(Note: These errors must be corrected before you submit the application.)

Check here if you do not want to update your data or start an application.

(Use this option if all you wish to do is review your data.)

Where do you want to go next?

Redisplay this page

Do not click the browser's Back button if you change your data.

You must click the "OK/Save Data" button at the bottom of the page to save your changes.

Section E (page 2 of 3) Help

application has been submitted.

Your Nondegree/Vocational Program

OPE ID: 00161400

School Name:

Kauai Community College

3-1901 Kaumualii Highway

Lihue, HI

27. Name of program

Sustainability Science

CIP code (A list of CIP Codes accompanies this application.)

30.3301

Date first provided

08/24/2015 (mm/dd/yyyy format)

Number of Weeks

34

Clock hours (number of hours) of instruction

62

Number of credit hours

25

Type of Hours (check one)

semester trimester quarter clo

Is each course within the program acceptable for full credit toward your associate degree or higher degree?

Yes • No

Check here to delete this Educational Program.

If you did NOT make any changes on this page, you may return to the Index to select another section of the application.

If you made changes on this page, please check the desired action below and then click on the "Save Data" button.

You must click the "OK/Save Data" button to save your changes.

Please select one of the following 3 actions:

- Check here if you are satisfied with your entries on this page.
- Check here to perform the action selected below even if there are edit errors on this page.

(Note: These errors must be corrected before you submit the application.)

Check here if you do not want to update your data or start an application.

(Use this option if all you wish to do is review your data.)

Where do you want to go next?

- Return to Question 27
- Add another program
- Display next program
- Continue to Section L
- Go to Section
- Return to Index
- Submit the Application.

(After you finish making all of the changes to your application, you MUST submit it to ED.)

OK/Save Data or Restore Original Values