

UNIVERSITY OF HAWAII'
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

REQUESTOR CONTACT INFORMATION	
Date: 3/6/12	Effective term of request (Semester-Year): Fall 2012
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 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: Facilities Engineering Technology		Certificate: CC Certificate of Completion	
If requesting an existing Major code and/or Concentration code in Banner:			
Existing Major:		Existing Concentration:	
Code	Description	Code	Description
If requesting a new <input type="checkbox"/> Major code or <input checked="" type="checkbox"/> Concentration code that does not exist in Banner:			
New Code [4 char/space limit]: MEP		Description [30 char/space limit]: Mechanical, Elec, and Plumbing	
If a similar major/concentration code exists in Banner, please list the code: CC-FENG			
Is this major/concentration code being used the same way at other UH campuses? No			
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.)			

UNIVERSITY OF HAWAII
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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: Facilities Engineering Technology

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]:	

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

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 Facilities Engineering Program is being revised to reflect the changing needs of industry and also to broaden the skill base of graduates so they are able to seek employment not only in the facilities maintenance field but also in the construction industry. The Mechanical, Electrical, and Plumbing (MEP) Certificate of Completion has been added to the Program.

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: _____

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

CAMPUS VERIFICATION		
Requestor Signature		Date <u>3/6/2012</u>
Registrar (If different from Requestor)		
Leighton Orde		<u>3/6/12</u>
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)		
Rebecca Thompson		<u>3/7/12</u>
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:		
James Dire		<u>3/12/12</u>
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 (IRA0)	
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 IRA0 and Banner Central.

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

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

1. Type of Program Action: New Change Cancel

PRESENT	(CC) FENG	PROPOSED	(CC) FENG	(CC) FENG MEP
		BLPR 22	3	3
ELEC 20	3	ELEC 20	3	3
ELEC 22	2	ELEC 22	3	3
		ELEC 41		3
FENG 20	1	FENG 20	1	
FENG 21	3	FENG 21	3	
FENG 22	1	FENG 22	1	
FENG 23	2	FENG 23	2	2
FENG 30	3	FENG 30	3	3
		FENG 40		3
ICS 100	3			
TOTAL REQUIRED CREDITS	18	TOTAL REQUIRED CREDITS	19	20
ELECTIVES	5	ELECTIVES	4	3
		AEC 81		
		AEC 99V		
AEC 110		AEC 110		
AMT 80		AMT 80		
BLPR 22				
CARP 19		CARP 20B		
		CARP 99V		
ELEC 41		ELEC 41		
ETRO 18		ETRO 18		
FENG 40		FENG 40		
FENG 60				
		FENG 99V		
WELD 17		WELD 17		
TOTAL CREDITS	23	TOTAL CREDITS	23	23

2. Program Type:

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

3. Program Title:

Facilities Engineering Technology

4. Program Description:

The Facilities Engineering Technology program prepares individuals for employment in jobs requiring multiple maintenance competencies. These competencies will allow graduates to obtain general maintenance positions in a variety of industries. Graduates will have gained knowledge in electrical applications and practices, refrigeration and air conditioning systems, and drywall, painting, and construction methods.

Admission Requirements

(1) Placement in ENG 21 or higher and MATH 22 or higher; (2) "C" or higher in CARP 20B; or (3) approval of instructor.

5. Program Student Learning Outcomes:

1. Read and understand blueprints sufficiently to use them to plan a project.
2. Select materials properly for a given project.
3. Maintain and care for the tools required in the construction and maintenance industry.
4. Know and utilize Occupational Safety and Health Administration (OSHA) and State safety regulations to minimize risk and protect self and others.
5. Communicate successfully orally and in writing using computer technology.
6. Understand proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair.
7. Understand and demonstrate the craftsmanship standards of dependability, punctuality, and quality.

6. Proposed Date of First Offering: Fall 2012

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

UH Maui College

8. Reasons for this Program Action:

The Facilities Engineering Program is being revised to reflect the changing needs of industry and also to broaden the skill base of graduates so they are able to seek employment not only in the facilities maintenance field but also in the construction industry. The Mechanical, Electrical, and Plumbing (MEP) Certificate of Completion has been added to the Program. There is increasing apprehension that Hawai'i may be facing a lack of skilled workers to sustain industry growth. The State of Hawai'i Department of Labor and Industrial Relations Research and Statistical Office projected a growth rate of 26.9% from 2002 to 2012 in the construction/maintenance industry.

Future curriculum development may include other courses and/or additional Certificates to support this Program. The additions may include options in landscaping, electrical motor controls, refrigeration and air conditioning, supervision and management, etc.

Proposed by:

D. J. Est

2/29/12

Originator

Date

Requested by:

Steven Alvarez

2/29/12

Department/Division Chairperson

Date

Approved by:

Wade J. J. ...

2/29/12

Curriculum Committee Chairperson

Date

James R. Dore

3/1/12

Vice Chancellor for Academic Affairs

Date

Helen B. ...

3/1/12

Chancellor

Date



UNIVERSITY of HAWAII*
KAUAI
COMMUNITY COLLEGE

March 12, 2012

TO: Anita Huang
Institutional Analyst, IRAO

FR: Leighton Orde *Orde*
Admissions Officer & Registrar

RE: UH Code Request Form: Automotive Mechanics Technology
UH Code Request Form: Facilities Engineering Technology

With reference page 4, Vice Chancellor James Dire conveyed to me this afternoon that he consulted via telephone with Vice President Suzette Robinson.

Should you have any questions, please feel free to contact me via email at loride@hawaii.edu.

Thanks.