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

REQUESTOR CONTACT INFORMATION

Date: November 8, 2012	Effective term of request (Semester-Year): Fall 2013
Name: William Albritton	Title: Assistant Professor
Campus: Leeward CC	Office/Department: Math and Sciences
Phone: 455-0319	Email: walbritt@hawaii.edu

11/20/12: Per Jim Goodman, effective term should be Fall 2012

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE   Banner forms: SMAPRLE, SOACURR, STVMAJR

Institution: Leward CC (LEE) ▾   College: IN Instructional   Department: Information and Computer Science

[✔] New program code   [ ] Change/replace existing program code:

Level: [■] Undergraduate   [ ] Graduate   [ ] First-Professional   [ ] Post-Baccalaureate   [ ] Other:

Degree: Associate in Science   Certificate: ▾

If requesting an existing Major code and/or Concentration code in Banner:

Existing Major: ICS (Code)   Information and Computer Scien (Description)   Existing Concentration: ____ (Code) ____ (Description)

If requesting a new [ ] Major code or [■] Concentration code that does not exist in Banner:

New Code [4 char/space limit]: ISSS   Description [30 char/space limit]: Information Security Specialis

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?

11/21/12: Per William Albritton, use concentration code ISSP instead of ISSS.

Is 50% or greater of the classes in this program offered at a location other than the Home Campus?   [ ] Yes   [ ] No
(Please consult your Financial Aid Officer on Program Participation Agreement impact)

Is this program/major/certificate financial aid eligible?   [✔] Yes   [ ] 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?   [✔] Yes   [ ] No
(If yes, students may select the code as their only program of study.)

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	☐	☐	_____
Recruitment	☐	☐	_____
Admissions	☐	☐	_____
General Student	☐	☐	_____
Academic History	☐	☐	_____

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]:

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):

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: _____

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CAMPUS VERIFICATION		
Requestor Signature _[signature]_	Date _11-8 2012_	

Registrar (If different from Requestor)

Warren Mau	_[signature]_	11/8/12
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)

Aileen Lum-Akana	_[signature]_	11/8/12
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:

Suzette Robinson	_[signature]_	11/19/12
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 <u>all</u> 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]:

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UNIVERSITY of HAWAI'I®

LEEWARD
COMMUNITY COLLEGE

April 26, 2012

MEMORANDUM

TO: Linda Johnsrud
            Office of the Executive Vice President for Academic Affairs/Provost
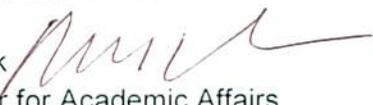
VIA: Michael Pecsok
            Vice Chancellor for Academic Affairs

FROM: Manuel J. Cabral
            Chancellor
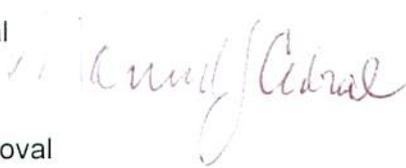
SUBJECT: Curriculum Approval

I have approved the following program modifications on 4/12/12 effective Fall 2012.
The approval can be found at: http://curriculumcentral.its.hawaii.edu:8080/central/core.cas.jsp

Associate in Science (AS) - Accounting
Associate in Science (AS) – Information and Computer Science
Academic Subject Certificate (ASC) – Plant Bioscience Technology
Academic Subject Certificate (ASC) – Philippine Studies
Academic Subject Certificate (ASC) – Writing
Certificate of Achievement (CA) – Accounting
Certificate of Competence (CCP) – Web Achitecture

Attachments

c   Division Chairs
    James Goodman
    Ron Umehira
    Nancy Buchanan
    Della Anderson
    Alicia Brown
    Candy Hochstein
    Michael Lane
    Pearl Imada-Iboshi

Degree: Associate in Science

Title: Accounting

Description: The Associate in Science degree is designed to prepare the student for entry-level accounting positions in accounts receivable, accounts payable, payroll, inventory, bookkeeping, and other related fields.

Effective Date: Fall 2012

Program Modifications:

We are simultaneously proposing a modification to ACC 155 to change the number to ACC 255.

The sequence of courses has changed to align with the Certificate of Achievement (CA) in Accounting. ACC 150 was moved into the second semester and ACC 134 was moved into the third semester.

The total credits for the degree will not change and remains at 60 credits.

The program consists of general education courses including oral and written communications, general business courses to provide a strong business foundation, and specific accounting courses, Admission and counseling is consistent with other programs at the college. (No special admission requirements.)

PROPOSED MODIFICATION

First Semester Requirements	Credits
ACC 124* College Accounting I	3
or ACC 201* Financial Accounting	
BUSN 188 Business Calculations	3
MGT 121 Customer Service	3
SP 151 Personal and Public Speech	3
BUS 101 Business Computer Systems	3
Credits	*15*
Second Semester Requirements	Credits
ACC 125* College Accounting II	3
or ACC 202* Managerial Accounting	
ENG 100 Composition I or equivalent	3
ACC 150 Using Quickbooks in Accounting	3
BUS 120 Principles of Business	3
ACC 132 Payroll & Hawai'i GE Taxes	3
BUSN 166 Professional Employment Preparation	1
(A.S. students may take this in their fourth semester)	
Credits	*16*
Third Semester Credits	Credits
ACC 126* College Accounting II	3

or Business Elective for those who completed ACC 201	
or ACC 202. See recommended list in fourth semester.	
ACC 134 Income Tax Preparation	3
ECON 131 Principles of Macroeconomics	3
or ECON 130 Principles of Microeconomics	
or ECON 120 Introduction to Economics**	
ENG 209 Business Writing	3
Natural Science (DB or DP)	3
Credits	*15*
Fourth Semester Requirements	**Credits**
ACC 255 Using Spreadsheets in Accounting	3
LAW 200 Legal Environment of Business	3
BUSN 193B Cooperative Education	1
Arts & Humanities Elective (DA or DH)	3
Business Elective	4
(Highly recommended: ACC 137 Business Income Taxes (3))	
Credits	*14*
Total Degree Credits	*60*

*Combination of Introductory Accounting Courses

For Associate in Science
ACC 124, ACC 125, and ACC 126
ACC 201 and ACC 202
ACC 201, ACC 125 and ACC 126
ACC 124, ACC 125 and ACC 202

** Not recommended for transfer to a four year program.

Degree:	Associate in Science
Title:	Information and Computer Science
Description:	The curriculum leading to an Associate in Science degree in Information and Computer Science is designed to prepare individuals for employment as technical assistants to professional and administrative personnel using computers. Students may choose one of five areas of specialty: Network Support Specialist, Database Support Specialist, Information Security Specialist, Mobile Developer Specialist and Software Developer Specialist. Skills in writing, speech, economics and mathematics complete the preparation for employment. The program requirements are designed to facilitate transfer to the baccalaureate programs in Information and Computer Sciences at UH Manoa and UH Hilo for those students who wish to continue their education while working in the industry.
Effective Date:	Fall 2012

Program Modifications:

Former Program Requirements Information and Computer Science
Associate in Science Degree
- 60-63 Credits
- All required ICS courses must be passed with a grade of "C" or better in order to be applied to the degree.

Core Requirements 21 credits
- ICS 113 Database Fundamentals (3)
- ICS 110 Introduction to Programming (3)
- ICS 111 Introduction to Computer Science I (3)
- ICS 184 NetPrep Network Fundamentals (3)
- ICS 240 Operating Systems (3)
- ICS 270 Systems Analysis (3)
- ICS 293D Cooperative Education (3)

General Education Requirements 24 credits
- ICS 100 Computing Literacy& Applications (3)
- ACC 201 Financial Accounting 3
- ECON 130 or ECON 131 (3)
    - o Principles of Microeconomics (3)
    - o Principles of Macroeconomics (3)
- ENG 100 Composition I (3)
- ENG 225 Technical Writing (3)
- SP 151 Personal and Public Speech (3)
- PHIL 101 or PHIL 110 (3)
    - o Intro to Philosophy: Morals & Society (3)
    - o Introduction to Logic (3)
- MATH 135 Pre-Calculus: Elem. Functions (3)

Specialization 12-15 credits
Select One Specialization Below

Specialization Network Support Specialist 12 credits
- · ICS 125 Microcomputer Maintenance (3)
- · ICS 185 NetPrep Local Area Networks (3)
- · ICS 186 NetPrep Wide Area Networks (3)
- · ICS 187 NetPrep Networking Architecture (3)

Specialization Database Support Specialist 12 credits
- · ICS 135 Intro to Programming in Visual BASIC (3)
- · ICS 151 Structured Database Programming (3)
- · ICS 250 Intro. Object Oriented Programming (C++) (3)
- · ICS 251 Advanced Database Programming (3)

Specialization Webmaster 15 credits
- · ICS 187 NetPrep Networking Architecture (3)
- · ICS 290 NetPrep Intro to Internet Technologies3 (3)
- · DMED 120 NetPrep Web Development (3)
- · DMED 121 NetPrep Web Site Design (3)
- · DMED 221 NetPrep Dynamic Web Publishing (3)

Electives 3 credits
- · **One other ICS or EE courses numbered 100 or higher.**

Total Degree Credits 60-63

Revised Program Requirements
Information and Computer Science
Associate in Science Degree
- · 60 Credits
- · All required ICS courses must be passed with a grade of "C" or better in order to be applied to the degree.

Core Requirements 27 credits
- · ICS 100 or ICS 101 (3)
  - o Computing Literacy and Applications (3)
  - o Digital Tools for the Information World (3)
- · ICS 110 Introduction to Programming (3)
- · ICS 111 Introduction to Computer Science I (3)
- · ICS 113 Database Fundamentals (3)
- · ICS 125 Personal Computer Maintenance (3)
- · ICS 184 Introduction to Networking (3)
- · ICS 240 Operating Systems (3)
- · ICS 270 Systems Analysis (3)
- · ICS 293D Cooperative Education (3)

General Education Requirements 21 credits
- · One DS Course (3)
- · ENG 100 Composition I (3)
- · ENG 225 Technical Writing (3)
- · SP 151 Personal and Public Speech (3)
- · ICS 170 Ethics for the Digital World (3)
- · One FG Course (3)
- · ICS 141 or MATH 103 (3)
  - o College Algebra (3)
  - o Discrete Mathematics for Computer Science I (3)

Specialization 9 credits
Select One Specialization Below
Specialization Network Support Specialist 9 credits
  · ICS 171 Introduction to Computer Security (3)
  · ICS 172 Network Design and Administration (3)
  · ICS 283 Advanced Network Design and Administration (3)
Specialization Database Support Specialist 9 credits
  · ICS 151 Structured Database Programming (3)
  · ICS 211 Introduction to Computer Science II (3)
  · ICS 251 Advanced Database Programming (3)
Specialization Information Security Specialist 9 credits
  · ICS 171 Introduction to Computer Security (3)
  · ICS 281 Ethical Hacking (3)
  · ICS 282 Computer Forensics (3)
Specialization Mobile Developer Specialist 9 credits
  · ICS 136 Introduction to Mobile Device Application Developer (3)
  · ICS 251 Advanced Database Programming (3)
  · ICS 236 Mobile Device Management and Programming (3)
Specialization Software Developer Specialist 9 credits
  · ICS 211 Introduction to Computer Science II (3)
  · ICS 212 Program Structure (3)
  · ICS 241 Discrete Mathematics for Computer Science II (3)
Electives 3 credits
  · It is recommended that the student choose one other ICS or EE course numbered 100 or higher.

Total Degree Credits 60

Changes Made to Program

1. ACC 201 Financial Accounting (3) is removed from the program.

2. ECON 130 or ECON 131 (3) is replaced by one DS course (3).

3. PHIL 101 or PHIL 110 (3) is replaced by ICS 170 Ethics for the Digital World (3).

   a. Intro to Philosophy: Morals & Society (3)
   b. Introduction to Logic (3)

4. MATH 135 Pre-Calculus: Elem. Functions (3) is replaced by ICS 141 or MATH 103 (3).

   a. Discrete Mathematics for Computer Science I (3)
   b. College Algebra (3)

5. ICS 100 Computing Literacy & Applications (3) is moved to the core requirements and ICS 101 Digital Tools for the Information World (3) is added as an option for this requirement.

6. ICS 125 Microcomputer Maintenance (3) is moved to core requirements and retitled.

7. One FG course (3) is added to the program.

8. Core Requirements increased from 21 to 27 credits.

9. General Education Requirements decreased from 24 to 21 credits.

10. All specializations decreased from 12-15 credits to 9 credits.

11. Total required credits changed from 60-63 credits to 60 credits.

12. The network support and database support specializations are changed to 9 credits with new or updated courses.

13. The information security, mobile developer and software developer specializations are added to the program.

14. The webmaster specialization is being eliminated.

Degree: Academic Subject Certificate

Title: Plant Bioscience Technology

Description: The ASC in Plant Bioscience Technology is designed to provide plant science and laboratory knowledge and skills to facilitate employment or further education in agricultural businesses.

Effective Date: Fall 2012

Program Modifications:

Although new agriculture statistics are included to reflect current trends in Hawaii's Agriculture industry, substantive changes with regard to the program requirement are as follows:

New Program	Old Program
BOT 101 and BOT 101L OR BIOL 171 and BIOL 171L OR BIOL 101	BIOL 171 and BIOL 171L OR BIOL 101
CHEM 161B OR CHEM 151B	CHEM 151B
ICS 101 OR BUS 101	ICS 100

Degree:	Academic Subject Certificate

Degree: Academic Subject Certificate

Title: Philippine Studies

Description: The Certificate in Philippine Studies is designed to provide a strong introduction to the culture, language, and history of the Philippines and the Filipino people. With proper planning, the Certificate may be completed within the total credit requirements for the Associate in Arts degree. It provides a valuable foundation to students planning to earn a Bachelor's degree in Philippine Language and Literature, Asian Studies, Ethnic Studies, education, and other related fields and is recommended to students of any ethnic heritage who are interested in Filipino culture, language, and history and the evolution of ethnic minorities in the United States.

Effective Date: Fall 2012

Program Modifications:

Program outcomes were revised in terms of meeting student, community and State needs. Their relation to the current Leeward CC's Mission Statement, Institutional Learning Outcomes, and Strategic Plan (2008-2015) were likewise reflected.

The Academic Subject Certificate in Philippine Studies is developed to achieve the following program outcomes:

A. Student Objectives

- Provide students the opportunity to learn and understand the history, language, arts and culture of the fastest growing and second largest ethnic group in Hawaii (Filipinos);
- Provide students of Filipino ancestry the opportunity to learn about their heritage, and develop a sense of identity and confidence.
- Assist students transferring to four-year institutions majoring in Philippine Language and Literature, Asian Studies, Ethnic Studies, and other humanities or social science disciplines such as history, political science, sociology, geography, education and other fields of study.

B. Community Objectives

- Provide a vehicle for the community to understand the culture of the fastest growing and second largest ethnic group in Hawaii (Filipinos); and
- Provide education for mutually respectful and productive employment environment in Hawai'i in areas that involve Filipino culture, e.g., health care, tourism and service industry, education, government, entrepreneurship.

Degree: Academic Subject Certificate

Title: Philippine Studies

Description: The Certificate in Philippine Studies is designed to provide a strong introduction to the culture, language, and history of the Philippines and the Filipino people. With proper planning, the Certificate may be completed within the total credit requirements for the Associate in Arts degree. It provides a valuable foundation to students planning to earn a Bachelor's degree in Philippine Language and Literature, Asian Studies, Ethnic Studies, education, and other related fields and is recommended to students of any ethnic heritage who are interested in Filipino culture, language, and history and the evolution of ethnic minorities in the United States.

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Assist students transferring to four-year institutions majoring in Philippine Language and Literature, Asian Studies, Ethnic Studies, and other humanities or social science disciplines such as history, political science, sociology, geography, education and other fields of study.

B. Community Objectives

Provide a vehicle for the community to understand the culture of the fastest growing and second largest ethnic group in Hawaii (Filipinos); and
Provide education for mutually respectful and productive employment environment in Hawai'i in areas that involve Filipino culture, e.g., health care, tourism and service industry, education, government, entrepreneurship.

Degree: Academic Subject Certificate

Title: Writing

Description: Writing is vital for academic success and work performance. Writing expertise can transform a person's life by providing the tools to reach educational and career goals. Students can gain recognition for their achievement in Leeward CC writing courses with a Certificate in Writing. They can improve their writing skills, strengthen their transfer applications and enhance their job resumes. Creative and business tracks are offered. The Certificate in Writing consists of 18 credits inclusive of English 100. With proper planning, the Certificate may be completed within the total credit requirements for the Associate in Arts degree.

Effective Date: Fall 2012

Program Modifications:

The Language Arts Division is requesting the following revisions in the Academic Subject Certificate in Writing, effective Fall 2012:

The Academic Subject Certificate in Writing provides a structured course of study for students interested in further developing their facilities with written language, critical thinking, and creativity. This Certificate will greatly enhance students' educational and career opportunities. As research has clearly demonstrated, writing offers an unparalleled opportunity for intellectual and creative development. Students who are extensively trained in writing have enhanced skills that will promote their educational and career success. At the same time, writing is also one of the best vehicles there is for intellectual and creative growth and development.

DESCRIPTION OF COURSE SEQUENCE:
Students choose between the Creative Track and the Business Track.
The following are required and elective courses for the Academic Subject Certificate in Writing:
Creative Track:
ENG 100 *Composition I* 3
ENG 200 *Composition II* 3
ENG 204 *Intro to Creative Writing* 3
One Writing-Intensive 200-level course in Literature 3
Two of the following courses: 6-7
ENG 205 *Magazine Editing & Production* 4
ENG 207 *Fiction Workshop* 3
ENG 208 *The Creative Poetry Workshop* 3
ENG 211 *Autobiographical Writing* 3
ENG 217 *Writing About Oahu* 3
JOUR 205 *Newswriting* 3
18-19 TOTAL

Business Track:
ENG 100 *Composition I* 3
ENG 200 *Composition II* 3
ENG 209 *Business Writing* 3
ENG 225 *Technical Writing* 3
Two of the following courses: 6-7
ENG 204 *Intro to Creative Writing*
ENG 205 *Magazine Editing & Production* 4
ENG 211 *Autobiographical Writing* 3
ENG 217 *Writing About Oahu* 3
JOUR 205 *Newswriting* 3
BUSN 269 WI-*Supervision* 3
BUSN 277 WI-*International Business Protocol* 3
BUSN 279 WI-*International Business Analysis* 3
18-19 TOTAL

Degree: Certificate of Achievement

Title: Accounting

Description: The Certificate of Achievement is designed to prepare the student for entry-level accounting positions in accounts receivable, accounts payable, payroll, inventory, bookkeeping, and other related fields.

Effective Date: Fall 2012

Program Modifications:

This program has been modified to replace ACC 134, Income Tax Preparation with ACC 150, Using Quickbooks® in Accounting in the second semester. The change does not increase the number or credits in the certificate and is in line with the Program Learning Outcomes.

The program consists of general education courses including oral and written communications, general business courses to provide a strong business foundation, and specific accounting courses to prepare students for entry level jobs in bookkeeping and accounting. Admission and counseling is consistent with other programs at the college. (No special admission requirements.)

PROPOSED MODIFICATION

First Semester Requirements	Credits
ACC 124* College Accounting I	3
or ACC 201* Financial Accounting	
BUSN 188 Business Calculations	3
MGT 121 Customer Service	3
SP 151 Personal and Public Speech	3
BUS 101 Business Computer Systems	3
Credits	15
Second Semester Requirements	**Credits**
ACC 125* College Accounting II	3
or ACC 202* Managerial Accounting	
ENG 100 Composition I or equivalent	3
ACC 150 Using Quickbooks in Accounting	3
BUS 120 Principles of Business	3
ACC 132 Payroll & Hawai'i GE Taxes	3
BUSN 166 Professional Employment Preparation	1
(A.S. students may take this in their fourth semester)	
Credits	16
Total Credits	31

*Combination of Introductory Accounting Courses

For Certificate of Achievement
ACC 124 and ACC 125
ACC 201 and ACC 202
ACC 201 and ACC 125

Degree: Certificate of Competence

Title: Web Architecture

Description: The Certificate of Competence in Web Architecture is intended to provide students with a multi-disciplinary approach and expose them to the principles of designing, programming, developing, testing, maintaining and publishing dynamic Web database sites. Students will learn to integrate Web graphics, client-side and server-side technologies to build and manage real-world web-based applications. Designed to prepare students for entry-level employment as: Web Site Designer, Web Developer, Web Programmer.

Effective Date: Fall 2012

Program Modifications:

The proposed modification is to replace DMED 221 NetPrep Dynamic Web Publishing with ICS 151 Structured Database Program.

ICS 151 and DMED 221 are the same courses taught by the same instructor. For the last few years ICS students could choose between ICS 151 and DMED 221. Since one course is 100 level and the other one 200 it was decided at the ICS/DMED meeting on January 12, 2011 to replace DMED 221 with ICS 151 on all of the DMED programs.

This is not a substantive change and it will not affect how the program aligns with the Division goals, College Strategic Plan and College Mission Statement.