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: _Leeward 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: _____ | Certificate: CA Certificate of Achievement ▼

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

Existing Major: _____ Code _____ 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]: ICSC   Description [30 char/space limit]: Information and Computer Scien

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?   [ ] 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.)

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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	☐	☐	_____
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

July 5, 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 new Certificate of Completion in Health Information Technology and Certificate of Achievement in Information and Computer Science on 7/3/12 effective Fall 2012. The approvals can be found at: http://curriculumcentral.its.hawaii.edu:8080/central/core.cas.jsp

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

Certificate of Achievement
Information and Computer Science
30 credits

Provides students with entry-level skills or job upgrading for positions under direct supervision in computer support, cabling, and basic networking, office application support, and database management.

Requirements

Course Alpha	Course Title	Credits
First Semester		
ICS 100 or ICS 101	Computing Literacy & Applications (3) Digital Tools for the Information World (3)	3
ICS 110	Introduction to Programming	3
ICS 113	Database Fundamentals	3
ENG 100	Composition I	3
MATH 103 or ICS 141	College Algebra (3) Discrete Math for Computer Science I (3)	3
Second Semester		
ICS 111	Instruction to Computer Science I	3
ICS 125	Personal Computer Maintenance and Repair	3
ICS 170	Ethics for the Digital World	3
ICS 184	Introduction to Networking	3
SP 151	Personal and Public Speech	3
	Total Credits	30

**Certificate of Achievement in Information and Computer Science
Program Learning Outcomes**

Demonstrate computing literacy.

Solve problems, develop algorithms and write object-oriented computer programs in a programming language.

Design a relational database with proper documentation.

Demonstrate proficiency in computer maintenance and networking.

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tips for success

Students planning to earn a four-year Bachelor degree in Computer Science at UH Mānoa or UH Hilo may complete all of the general education core requirements at Leeward CC, as well as the following five ICS courses required for the Computer Science Major. These courses form the core of the Academic Subject Certificate, listed on page 44.

ICS 111	Introduction to Computer Science I
ICS 141	Discrete Math for Computer Science I
ICS 211	Introduction to Computer Science II
ICS 241	Discrete Math for Computer Science II
ICS 212	Program Structure