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

REQUESTOR CONTACT INFORMATION

Date: March 6, 2014	Effective term of request (Semester-Year): Fall 2014
Name: Jennie Thompson	Title: Math and Sciences Division Chair
Campus: Leeward Community College	Office/Department: Math and Sciences Division
Phone: 455-0252	Email: jenniet@hawaii.edu

1. PROGRAM CODE /MAJOR CODE/ CONCENTRATION CODE

		Banner forms: SMAPRLE, SOACURR, STVMAJR
Institution: Leeward CC (LEE)	College: Leeward CC	Department: Math and Sciences

☐ New program code ☑ Change/replace existing program code:

Level: ■ Undergraduate ☐ Graduate ☐ First-Professional ☐ Post-Baccalaureate ☐ Other:

Degree: Certificate: Certificate of Completion Advanced Networking

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

Existing Major: ICS   Existing Concentration:
                Code   Description   Code   Description

If requesting a new ☐ Major code or ☐ 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? No

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.)

CRF 325

Rev. 07-2011

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	☐	☑	Spring 2013
Recruitment	☐	☑	Spring 2013
Admissions	☐	☑	Spring 2013
General Student	☐	☑	Spring2013
Academic History	☐	☑	Spring 2013

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: N.A.	Department: N.A.	
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]: N.A.	Minor Description [30 char/space limit]: N.A.	

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: _____

CAMPUS VERIFICATION

Requestor Signature _____ Date __3/6/2014__

Registrar (If different from Requestor)

Grant Helgeson _____ __3/5/14__

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 _____ __03-05-14__

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 _____ __3/25/14__

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 all 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]:

UNIVERSITY of HAWAI'I·

LEEWARD
COMMUNITY COLLEGE

March 4, 2014

MEMORANDUM

TO: Joanne Itano
        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 to terminate the following certificates effective Fall 2014.

Certificate of Completion (CC) in Advanced Networking
The Associate of Science degree in Information and Computer Sciences (ICS) has been redesigned and does not need this CC.

Certificate of Completion (CC) in Basic Networking
The Associate of Science degree in Information and Computer Sciences (ICS) has been redesigned. Three of the courses in this certificate are no longer offered and are being deleted: ICS 185, ICS 186, and ICS 187.

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

University of Hawai'i

LEEWARD COMMUNITY COLLEGE

Mathematics and Natural Sciences Division

Memorandum

February 21, 2014

To: Michael Pecsok, Vice Chancellor

Via: James Goodman, Dean of Arts and Sciences

Via: Paul Lococo, Chair, Leeward CC Faculty Senate
                Vote 18-0-0

Via: William Albritton, Chair, Leeward CC Curriculum Committee
                For: 15 Against: 0 Abstain: 0

From: Jennie Thompson, Chair, Math and Sciences Division

Subject: Request to Eliminate Certificate of Completion Advanced Networking

The Math and Sciences Division requests the elimination of the Certificate of Completion (CC) in Advanced Networking. The Associate of Science degree in Information and Computer Sciences (ICS) has been redesigned and does not need this CC.

The Math and Sciences Division Faculty voted on September 25, 2013 to delete this CC with the vote results as follows: For: 25 votes; Against: 0 vote; Abstain: 0 vote

Thank you for your consideration.

Approved/ Disapproved

_____
James Goodman, Dean of Arts and Sciences

2/25/14
Date

Approved / Disapproved

_____
Michael Pecsok
Vice-Chancellor for Academic Affairs

FEB 26 2014

Date

96-045 Ala 'Ike, Pearl City, Hawai'i 96782-3393
Telephone: (808) 455-0251; Facsimile: (808) 455-0509, http://www.lcc.hawaii.edu
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LEEWARD COMMUNITY COLLEGE

Mathematics and Natural Sciences Division

Memorandum

November 20, 2013

To: Michael Pecsok, Vice Chancellor

Via: James Goodman, Dean of Arts and Sciences

Via: Paul Lococo, Chair, Leeward CC Faculty Senate
           Vote: 18-0-0

Via: William Albritton, Chair, Leeward CC Curriculum Committee
           For: 15   Against: 0   Abstain: 0

From: Jennie Thompson, Chair, Math and Sciences Division

Subject: Request to Eliminate Certificate of Completion (CC) in Basic Networking

The reason for elimination of the Certificate of Completion (CC) in Basic Networking is that the Associate of Science degree in Information and Computer Sciences (ICS) has been redesigned. Three of the courses in this certificate are no longer offered and are being deleted: ICS 185, I CS 186, and ICS 187.
The Math and Science Division Faculty results on the voting to delete this program is as follows: For: 25, Against: 0, Abstain: 0.

Thank you for your consideration.

Approved / Disapproved

_____
James Goodman, Dean of Arts and Sciences

7/25/14
_____
Date

Approved / Disapproved

_____
Michael Pecsok, Vice-Chancellor for Academic Affairs

FEB 2 6 2014
_____
Date