

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

REQUESTOR CONTACT INFORMATION	
Date: October 23, 2013	Effective term of request (Semester-Year): Spring 2014
Name: Stuart Lau	Title: University Registrar
Campus: Manoa	Office/Department: Office of the Registrar
Phone: 956-5322	Email: stuartl@hawaii.edu

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE		Banner forms: SMAPRLE, SOACURR, STVMAJR
Institution: UH Manoa (MAN) <input type="checkbox"/>	College: 25 <i>College of Education</i>	Department: TECS ✓
<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: BED ✓	Certificate:	
If requesting an existing Major code and/or Concentration code in Banner:		
Existing Major:	Existing Concentration:	
<small>Code</small>	<small>Description</small>	<small>Code</small> <small>Description</small>
If requesting a new <input checked="" type="checkbox"/> Major code or <input type="checkbox"/> Concentration code that does not exist in Banner:		
New Code [4 char/space limit]: EEEEC ✓	Description [30 char/space limit]: Elem Education, EC Ed/ Sp Ed ✓	
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? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <small>(Please consult your Financial Aid Officer on Program Participation Agreement impact)</small>		
Is this program/major/certificate financial aid eligible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <small>(Financial Aid Officer consultation required for all new program codes)</small>		
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 <small>(If yes, students may select the code as their <u>only</u> program of study.)</small>		

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<b>Replacing or eliminating an existing program code:</b>		UH-MANOA OFFICE OF ADMISSIONS AND RECORDS 13 NOV 18 P 1:50 RECEIVED																								
If replacing an existing program code, are current students "grandfathered" under the old code? <input type="checkbox"/> Yes <input type="checkbox"/> No																										
Should the old program code be available for use in Banner? <input type="checkbox"/> Yes <input type="checkbox"/> No																										
Will the old program code be available for:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Banner Module</b></td> <td style="width: 5%; text-align: center;"><b>Yes</b></td> <td style="width: 5%; text-align: center;"><b>No</b></td> <td style="width: 35%;"><b>Ending Term (Semester-Year)</b></td> </tr> <tr> <td>Online Application</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>_____</td> </tr> <tr> <td>Recruitment</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>_____</td> </tr> <tr> <td>Admissions</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>_____</td> </tr> <tr> <td>General Student</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>_____</td> </tr> <tr> <td>Academic History</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>_____</td> </tr> </table>	<b>Banner Module</b>	<b>Yes</b>	<b>No</b>	<b>Ending Term (Semester-Year)</b>	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"/>	_____	
<b>Banner Module</b>	<b>Yes</b>	<b>No</b>	<b>Ending Term (Semester-Year)</b>																							
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General Student	<input type="checkbox"/>	<input type="checkbox"/>	_____																							
Academic History	<input type="checkbox"/>	<input type="checkbox"/>	_____																							

<b>2. CERTIFICATES ONLY:</b>
Does this certificate qualify as a Gainful Employment Program (Title IV-eligible certificate program)? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Please consult your Financial Aid Officer or see: <a href="http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html">http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html</a>)</small>
For new certificates approved by the Chancellor, the related BOR authorized academic program is:

<b>3. NEW CAMPUS, COLLEGE, DIVISION, OR DEPARTMENT CODE</b>		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]:	

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<b>4. NEW COURSE SUBJECT CODE (Subject Alpha)</b>		Banner form: STVSUBJ
College:	Department:	
Subject code [4 char/space limit]:	Subject description [30 char/space limit]:	

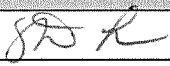
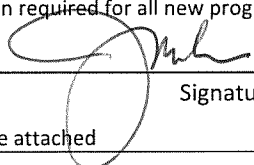
<b>5. NEW MINOR</b> (Minor codes are listed on the Major code table)		Banner form: STVMAJR
Minor Code [4 char/space limit]:	Minor Description [30 char/space limit]:	

Please briefly describe your request and explain why you are requesting the code(s):

<b>SUPPORTING DOCUMENTATION</b>
<p>Please see the <b>Code Request Guide</b> for the required supporting documents to be submitted. Documents submitted with this form:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Board of Regents meeting minutes and supporting documents provided to the BOR</li> <li><input type="checkbox"/> Memo from UH President</li> <li><input checked="" type="checkbox"/> Memo from Chancellor</li> <li><input type="checkbox"/> Curriculum (required for requests for new programs/majors/minors/certificates)</li> <li><input type="checkbox"/> Gainful Employment Program notification to the US Department of Education</li> <li><input type="checkbox"/> Other: _____</li> </ul>

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UH-MANOA  
OFFICE OF ADMISSIONS  
AND RECORDS

<b>CAMPUS VERIFICATION</b>		
Requestor Signature <u></u>	Date <u>October 23, 2013</u>	13 NOV 18 P 1:50
<p><b>Registrar</b> (If different from Requestor)</p> <p style="text-align: right; font-size: 1.2em; font-weight: bold;">RECEIVED</p>		
_____	_____	_____
Print name	Signature	Date
Email/memo in lieu of Registrar's signature may be attached		
<p><b>Financial Aid Officer</b> (Financial Aid Officer consultation required for all new program codes)</p>		
<u>Jodie Kuba</u>	<u></u>	<u>11/4/13</u>
Print name	Signature	Date
Email/memo in lieu of Financial Aid Officer's signature may be attached		
<p><b>For Community Colleges, verification of consultation with OVPCC Academic Affairs:</b></p>		
_____	_____	_____
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.**

<b>FOR INTERNAL USE ONLY</b>	Date form/docs received: <u>11/15/2013 pr</u>
Program code [12]:	Program Description [30]:
CIP code [6]: <u>130101</u>	CIP description [30]: <u>Education, General</u>



UNIVERSITY  
of HAWAII<sup>®</sup>  
MĀNOA

April 4, 2013

MEMORANDUM

TO: Reed W. Dasenbrock  
Vice Chancellor for Academic Affairs

FROM: Donald B. Young *Beth Pateman*  
Dean, College of Education

SUBJECT: Request to Add a **Dual Preparation Blended Early Childhood/Early Childhood Special Education PK-3 Specialization** to the Bachelor of Education in Elementary Education

SPECIFIC ACTION REQUESTED:

It is requested that the Vice Chancellor for Academic Affairs approve the addition of a **Dual Preparation Blended Early Childhood/Early Childhood Special Education PK-3 Specialization** to the Bachelor of Education in Elementary Education. The proposal, approved by the COE Faculty Senate and Dean's Office, is a merger and modification of existing programs.

RECOMMENDED EFFECTIVE DATE:

Fall 2014

ADDITIONAL COST:

Dean Don Young agreed to fund one new early childhood/literacy faculty position dedicated primarily to the 2014 Blended ECE/ECSE program. Other staffing and resources for the program already are in place.

PURPOSE:

The purpose of the **Dual Preparation Blended Early Childhood/Early Childhood Special Education PK-3 Specialization** is to provide a statewide ECE teacher preparation program that leads to a Bachelor of Education degree with qualification for PK-3 licensure in general and special education in Hawai'i. Program graduates will be fully qualified to teach young children, with and without disabilities, ages 3-8. They will be especially well prepared to teach in inclusive early childhood settings.

BACKGROUND:

The Bachelor of Education in Elementary Education offers specializations in elementary education (K-6), dual preparation in elementary education (K-6) and early childhood education (PK-3), and dual preparation in elementary education (K-6) and special education (K-6). The College of Education requests to add a new blended specialization in early childhood education (PK-3) and early childhood special education (PK-3).

There is a significant need for teachers who are fully credentialed to serve children ages 3 through 8 in inclusive early childhood settings nationally and in Hawai'i. Highly qualified early childhood education inclusion teachers need to possess knowledge and performance competencies that are blended from the fields of general ECE and early childhood special education. Federal legislation has encouraged the development of blended general and special education teacher preparation programs, beginning most notably with the Dean's Grants in 1974. The Head Start program in Hawai'i currently serves 3,047 children with 161 teachers and 160 Assistant Teachers. The Hawai'i Department of Education reported that they served 2,455 children ages 3-5 years with disabilities, and 3,339 children ages 6-8 with disabilities in the 2009-2010 school year. Although teachers are employed in these early childhood settings, many are not fully qualified as early childhood educators. This program will prepare graduates who are fully qualified to teach young children, with and without disabilities, ages 3-8, and especially well prepared to teach in inclusive early childhood settings.

ACTION RECOMMENDED:

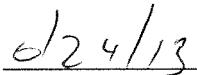
It is recommended that the Chancellor approve the addition of a **Dual Preparation Blended Early Childhood/Early Childhood Special Education PK-3 Specialization** to the Bachelor of Education in Elementary Education.

Attachment:

1. Proposal

APPROVED / DISAPPROVED

  
\_\_\_\_\_  
Reed W. Dasenbrock, Vice Chancellor for Academic Affairs

  
\_\_\_\_\_  
Date

- c: Beth Pateman, Interim Associate Dean for Academic Affairs, College of Education  
Amelia Jenkins, Chair, Department of Special Education,  
Donna Grace, Director, Elementary Education, Institute for Teacher Education  
Melvin Spencer, Director, Office of Student Academic Services  
Mary Jo Noonan, Professor, Department of Special Education  
✓Stuart Lau, University Registrar  
Diane Nakashima, Catalog Office  
Robert Enoki, Scheduling Office