

UNIVERSITY OF HAWAII  
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

REQUESTOR CONTACT INFORMATION	
Date: October 22, 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: KRS ✓
<input type="checkbox"/> New program code <input checked="" type="checkbox"/> Change/replace existing program code: KRS1-BS		
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: BS	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>	<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]: KRS8 ✓	Description [30 char/space limit]: KRS, Health & Exercise Science	
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 type="checkbox"/> Yes <input checked="" 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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**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 checked="" type="checkbox"/>	Fall 2013
	Recruitment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fall 2013
	Admissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fall 2013
	General Student	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Academic History	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

RECEIVED

**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, 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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<b>CAMPUS VERIFICATION</b>		
Requestor Signature <u><i>BR</i></u>	Date <u>October 22, 2013</u>	
<b>Registrar</b> (If different from Requestor) <hr/> <div style="display: flex; justify-content: space-between;"> <span>Print name</span> <span>Signature</span> <span>Date</span> </div> <small>Email/memo in lieu of Registrar's signature may be attached</small>		
<b>Financial Aid Officer</b> (Financial Aid Officer consultation required for all new program codes) <div style="display: flex; justify-content: space-between;"> <span><u>Jodie Kuba</u></span> <span><u><i>[Signature]</i></u></span> <span><u>10/4/13</u></span> </div> <div style="display: flex; justify-content: space-between;"> <span>Print name</span> <span>Signature</span> <span>Date</span> </div> <small>Email/memo in lieu of Financial Aid Officer's signature may be attached</small>		
<b>For Community Colleges, verification of consultation with OVPCC Academic Affairs:</b> <hr/> <div style="display: flex; justify-content: space-between;"> <span>Print name</span> <span>Signature</span> <span>Date</span> </div> <small>Email/memo in lieu of signature may be attached</small>		

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**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>11/18/2013 ps</u>
Program code [12]: <u>KRSB-BS</u>	Program Description [30]: <u>KRS, Health &amp; Exercise Science</u>
CIP code [6]: <u>310505</u>	CIP description [30]: <u>Exercise &amp; Sports Science</u>



UNIVERSITY  
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MĀNOA

April 10, 2013

MEMORANDUM

TO: Reed W. Dasenbrock  
Vice Chancellor for Academic Affairs

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

SUBJECT: Changing one of the specialization names in the KRS BS from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science**

SPECIFIC ACTION REQUESTED:

It is requested that the Vice Chancellor approve changing one of the specialization names in the KRS BS from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science**. This change in the name of the specialization accurately reflects the current program, which no longer includes a recreation specialization.

RECOMMENDED EFFECTIVE DATE:

Spring 2014

ADDITIONAL COST:

There is no additional cost (no change in faculty or program requirements).

PURPOSE:

The purpose of this request is to change one of the specialization names in the KRS BS from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science**.

BACKGROUND:

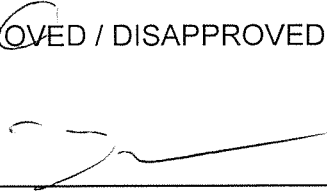
The Department of Kinesiology and Rehabilitation Science (KRS) dropped the Recreation specialization in the BS degree when the department changed from Kinesiology and Leisure Science (KLS) to KRS. This change in name from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science** accurately reflects the current specialization.

Reed W. Dasenbrock  
April 10, 2013  
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ACTION RECOMMENDED:

It is recommended that the Vice Chancellor approve changing one of the specialization names in the KRS BS from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science**.

APPROVED / DISAPPROVED:



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

6/28/13

\_\_\_\_\_  
Date

- c: Beth Pateman, Interim Associate Dean for Academic Affairs, COE
- Julienne K. Maeda, Chair, Kinesiology and Rehabilitation Science, COE
- ✓ Stuart Lau, University Registrar
- Diane Nakashima, Catalog Office
- Roberta Enoki, Scheduling Office

KRS1