

UNIVERSITY OF HAWAII
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

REQUESTOR CONTACT INFORMATION	
Date: June 5, 2014	Effective term of request (Semester-Year): Fall 2014 201510
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	Department: KRS	
<input type="checkbox"/> New program code <input checked="" type="checkbox"/> Change/replace existing program code: SE94 - BED			
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: Bachelor of Science BS		Certificate:	
If requesting an existing Major code and/or Concentration code in Banner:			
Existing Major:		Existing Concentration:	
Code	Description	Code	Description
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]: KRS9 ✓		Description [30 char/space limit]: KRS, Health & Physical Ed-BS ✓	
If a similar major/concentration code exists in Banner, please list the code:		Program LENGTH - 4	
Is this major/concentration code being used the same way at other UH campuses?		CREDITS - 120	
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>			

SPD = N

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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 2014 <u>201510</u>
Recruitment		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fall 2014 <u>201510</u>
Admissions		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fall 2014 <u>201510</u>
General Student		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Academic History		<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*STUDENT'S MAY BE
CODED WITH
FOR TITUS
201510*

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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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 *OVCAA*
- 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	<u> <i>JRL</i> </u>	Date <u> 6/5/14 </u>
Registrar (If different from Requestor)		
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)		
<u> <i>Jodie Kuba</i> </u>	<u> <i>[Signature]</i> </u>	<u> 6/30/14 </u>
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:		
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: <u> 7/7/2014 </u>
Program code [12]: KRS9-BS	Program Description [30]: KRS, Health & Physical Ed-BS
CIP code [6]: 310501	CIP description [30]: Health & Physical Education



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of HAWAII
MĀNOA

RECEIVED

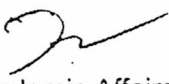
13 APR -1 P1:56

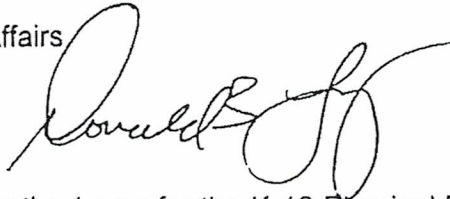
March 12, 2013

MANOA CHANCELLOR'S
OFFICE

MEMORANDUM

TO: Tom Apple
Chancellor

VIA: Reed W. Dasenbrock 
Vice Chancellor for Academic Affairs

FROM: Donald B. Young 
Dean, College of Education

SUBJECT: Change in degree and administrative home for the K-12 Physical Education undergraduate licensure program

SPECIFIC ACTION REQUESTED:

It is requested that the Chancellor approve the move of the administrative home of the undergraduate teacher licensure program in K-12 Physical Education from Secondary Education/Institute for Teacher Education (ITE) to the Department of Kinesiology and Rehabilitation Science (KRS). It is also requested that the Chancellor approve changing the degree from a Bachelor of Education (BEd) in Secondary Education to a Bachelor of Science (BS) in Kinesiology and Rehabilitation Science. The KRS Department currently offers a BS specialization in Health and Exercise Science, which is a non-teaching degree. The K-12 Physical Education specialization, which includes coursework in health education, would provide a second specialization in the BS degree. The KRS faculty members teach the methods, field experience, student teaching, and seminar courses required in the ITE BEd program. Moving the K-12 Physical Education specialization under the BS in KRS degree would not affect national accreditation recognition or teacher licensure. The Dean's Office and the COE Faculty Senate recommend this change.

RECOMMENDED EFFECTIVE DATE:

Fall 2014

~~SE 31~~
SE 94

ADDITIONAL COST:

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

HEALTH AND
PHYSICAL EDUCATION

PURPOSE:

1. Eliminate the Bachelor of Education (BEd) track in Physical Education Teacher Education from the Institute for Teacher Education/Secondary Education.
2. Move the Physical Education Teacher Education track to the existing Bachelor of Science (BS) degree in Kinesiology and Rehabilitation Science.

BACKGROUND:

Pursuant to the Board of Regents Policy, Chapter 3-2, adopted by the Board of Regents on October 19, 2006, and amended on May 19, 2011, the President is delegated the authority to establish, abolish, reorganize, reassign, or rename organizational units. Pursuant to UH Administrative Procedures Chapter A3.101, Section 3.b, dated March 2008, authority to approve organizational changes that are not subject to BOR approval...is delegated by the BOR to the President and by the President to each Vice President and Chancellor, provided that all organizational changes must be approved two supervisory levels above where the changes are proposed and may not be further delegated.

As part of the KRS Department's continued reorganization for effectiveness and efficiency, the faculty members recommend moving the K-12 Physical Education undergraduate teacher licensure track from the BEd in Secondary Education/ITE to the BS in Kinesiology and Rehabilitation Science. The faculty and program requirements would remain the same. The BEd majors in K-12 Physical Education have indicated unanimous support for this change. Moving the degree to the BS in KRS allows:

1. Improved oversight and utilization of existing department resources with both programs housed administratively in KRS.
2. Clearer alignment of coursework to degree, since most of the coursework for the K-12 Physical Education track already is in KRS rather than ITE.
3. Shared content knowledge across both BS specializations (K-12 Physical Education and Health & Exercise Science).

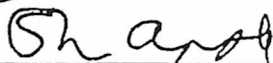
ACTION RECOMMENDED:

It is recommended that the Chancellor move the administrative home of the undergraduate teacher licensure program in K-12 Physical Education from Secondary Education/Institute for Teacher Education (ITE) to the Department of Kinesiology and Rehabilitation Science (KRS). In addition, it is recommended that the Chancellor change the degree from a Bachelor of Education (BEd) in Secondary Education to a Bachelor of Science (BS) in Kinesiology and Rehabilitation Science.

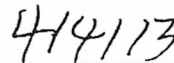
Attachments

- A. Bachelor of Education (BEd) in Secondary Education Specialization: Health and Physical Education

APPROVED / DISAPPROVED



Tom Apple, Chancellor



Date

- c: Beth Pateman, Interim Associate Dean for Academic Affairs, COE
Melvin Spencer, Director, Office of Student Academic Services, COE
Julienne K. Maeda, Chair, Kinesiology and Rehabilitation Science, COE
Jeff Moniz, Director, Institute for Teacher Education-Secondary Education, COE
Stuart Lau, University Registrar
Diane Nakashima, Catalog Office
Robert Enoki, Scheduling Office



UNIVERSITY
of HAWAII
SYSTEM

Re: Program Code Request: KRS9-BS - Corrected

Stuart Lau <stuartl@hawaii.edu>

Tue, Jul 15, 2014 at 7:24 AM

To: Princess Soares <pfrederi@hawaii.edu>

Yes, the code that is being replaced in SE94-BED.

Stuart

On Tue, Jul 15, 2014 at 7:22 AM, Stuart Lau <stuartl@hawaii.edu> wrote:

Hi,

I do not believe the BS is replacing the BED.

The code would be "N" not applicable.

Thanks,
Stuart

On Mon, Jul 14, 2014 at 2:54 PM, Princess Soares <pfrederi@hawaii.edu> wrote:

Aloha Stuart,

Please confirm that the KRS9-BS program code is to replace existing program code SE94-BED. The program code was not provide in its completed form.

Please provide the special designation program code.

Mahalo,
Princess

--

Princess Soares

Institutional Research Analyst / Interim Assistant to the Director

Institutional Research and Analysis

University of Hawai'i System

Sinclair Annex 2, Room 4

1633 Bachman Place

Honolulu, HI 96822

Phone: 808-956-7532

Fax: 808-956-9870

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Stuart Lau
University Registrar
Office of the Registrar

University of Hawaii at Manoa

Ph: 808 956-8010

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Stuart Lau

University Registrar

Office of the Registrar

University of Hawaii at Manoa

Ph: 808 956-8010

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