

UNIVERSITY OF HAWAII
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

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 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"/>	_____

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: ~~Associates in Arts~~ Certificate of Achievement in Agri-pharmatech ^{sh}

3. NEW CAMPUS, COLLEGE, DIVISION, OR DEPARTMENT CODE		Banner forms: STVCAMP, STVCOLL, STVDIVS, STVDEPT
Campus code [3 char]: WIN	Campus description [30 char/space limit]: Windward Community College	
College code [2 char]: 00	College description [30 char/space limit]: Windward Community College	
Division code [4 char/space limit]: NATS	Division description [30 char/space limit]: Natural Science	
Department code [4 char/space limit]: BOT	Department description [30 char/space limit]: Botany	

UNIVERSITY OF HAWAII
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

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

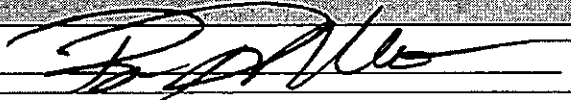
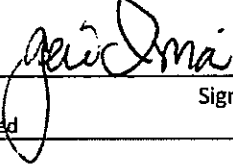

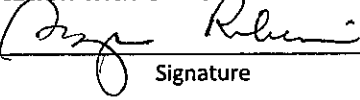
5. NEW MINOR (Minor codes are listed on the Major code table)		Banner form: STVMAJR
Minor Code [4 char/space limit]:	Minor Description [30 char/space limit]:	

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

The Plant Food and Production Technology Certificate is new to the college and does not exist at any other campus.

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

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

CAMPUS VERIFICATION		
Requestor Signature		Date <u>6/5/13</u>
Registrar (If different from Requestor)		
Geri Imai		<u>06-05-13</u>
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)		
Steven Chigawa		<u>6/5/13</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:		
<u>Suzelle Robinson</u>		<u>1/6/14</u>
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]:

Review of Certificate Proposals at Windward Community College

New Certificate Proposal: CERTIFICATE OF Competence in
Plant-FOOD Production & Technology

Signatures

Date

1. Proposer

J. Whit

12/14/2012

2. Department Area (more than one departmental instructor's signature required)

[Signature]
[Signature]
Joseph E. Cratti

1/18/13

" " "

1/18/13

3. Department

S. Colmenares
Department Chairperson

1/18/13

Date

4. Division

[Signature]
Dean of Instruction

1/18/13

Date

5. Curriculum Committee Review

All members
 Approved approved Disapproved

Reason: _____

K. Franck
Curriculum Committee Chairperson

2/24/13
Date

6. Faculty Senate Review

Approved Disapproved

Reason: _____

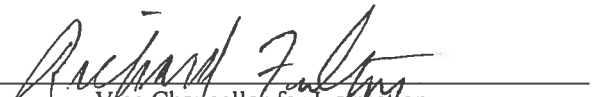

Faculty Senate Chairperson

3/5/13
Date

7. Vice Chancellor for Instruction

Approved Disapproved

Reason: _____

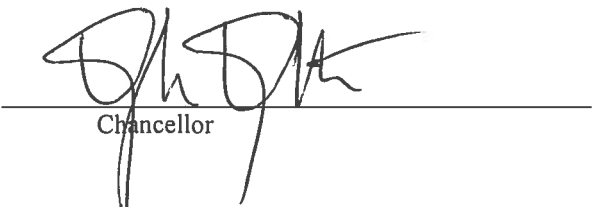

Vice Chancellor for Instruction

3/5/13
Date

8. Chancellor

Approved Disapproved

Reason: _____


Chancellor

4/30/13
Date

WINDWARD COMMUNITY COLLEGE CERTIFICATE PROPOSAL

Please complete all sections.

I. INTRODUCTION

A. Date of proposal: November 20, 2012

B. Type of certificate

- Academic Subject Certificate (ASC)
- Certificate of Completion (CC)
- Certificate of Competence (CoC)
- Certificate of Professional Development (CPD)
- Certificate of Participation (CP)

C. Proposed name of certificate

Certificate of Competence in Plant-Food Production and Technology

D. Date of proposed implementation

Fall 2013

E. Brief Summary of proposal

In order to attract a new generation of skilled agricultural-food technicians and broaden/enhance the skills and knowledge of existing agricultural biotech employees and incumbent workers in other related fields, the College proposes to develop a Certificate of Competence in Plant-Food Production and Technology (PFPaT).

The proposed project is supported through Perkins grant FY 2012 – 2013.

The project addresses the following UHCC and WCC Strategic Goals:

- UHCC 4.1, Increase by 3% per year the number of degrees awarded, and or transfers to UH baccalaureate programs that lead to occupations where there is a demonstrated state shortage of qualified workers and where the average wage is at or above the U.S. average.
- WCC 4.1, Contribute to the development of a highly-skilled, high-wage workforce through the establishment of at least one new, specific, career-focused degree, certificate or career pathway per year that leads to employment in emerging fields.
- WCC 4.6, Increase the number of degrees awarded, and/or transfers to UH baccalaureate programs that lead to occupations where there is a demonstrated state shortage of qualified workers and where the average wage is at or above the U.S. average by 3% per year.

II. OBJECTIVES AND NEED FOR CERTIFICATE

A. Objectives

The Certificate of Competence in PFPaT is a hybrid credit/noncredit certification program requiring a total of 9 credits. Each course offering can either be taken for a) credit (pursuant to a higher degree or a Certificate of Completion in Agricultural Technology or a Certificate of Achievement in Agripharmatech, or b) credit/noncredit, leading to a Certificate of Competence in PFPaT (for credit graduates) or a Professional Development (PD) in PFPaT (for non-credit graduates), in preparation for immediate employment in the agricultural biotech industry.

B. Need

The field of agriculture-based biotechnology is evolving each day, offering numerous career options. Besides employing people for research and development, the industry also caters to various other agricultural biotech-related fields including horticulture, floriculture, and tissue culture. Agricultural based biotechnologists can also sharpen students' academic skills by working with food processing or post-harvest technology.

Academic programs certificates in these fields (Certificate of Achievement in Agripharmatech, and Certificate of Completion in Agriculture Technology) have already been developed and offered at Windward Community College. Occupations related to agricultural biotech are expected to increase 10%-12% by 2018 (DILR Research and Statistics Office, 2010). These include jobs for crop, nursery, greenhouse workers; First line supervisors for farming and forestry workers; first line supervisors/managers of landscaping, lawn service, and grounds keeping workers; and landscaping and grounds keeping workers (Certified Nursery – Hawaii Department of Agriculture, 2012).
[Http://hawaii.gov/hdoa/pi/pq/nema_cert/nurseries-in-hawaii](http://hawaii.gov/hdoa/pi/pq/nema_cert/nurseries-in-hawaii)).

Annual wages for people in agriculture biotechnology fields range from \$30,000 - \$52,000. That wage increases significantly for students who eventually complete an advanced degree in more specialized fields (Bureau of Labor Statistics in May 2010).
[Http://www.bls.gov/ocs/current/oes_HI.htm](http://www.bls.gov/ocs/current/oes_HI.htm)).

C. Duration – will this certificate continue to be offered indefinitely or for a limited period of time? If the latter, for how many semesters or years do you anticipate offering this certificate.

This certificate will be offered indefinitely. BOT 105, AG 149, AG 152 and FSHN 185 are listed in the Agripharmatech and Agriculture programs, and are alternately offered in regular semesters.

- D. Target group – number of students projected to enroll in and complete the certificate each semester or year. Is there student demand for training? Document your answer. Will any special group be served?

Target group: credit/non-credit students. Enrollment in the programs are conservatively projected at 16 for the first year and 18 for the second. Projecting a 70% completion rate based on WCC's experience with other certificate programs, 11 students should complete after the first year and 13 after the second (assuming that students who do not complete do not return).

- E. Is this certificate or one similar to it, offered at any other college in the system? If so, discuss the similarities and differences between the course offerings.

AG 149 (Plant Propagation) and AG 152 (Orchid Culture) are offered only at WCC. No other college in the system offers this certificate program.

III. DESCRIPTION OF COURSE OR COURSE SEQUENCE

- A. Curriculum: Required and recommended courses. Specify the total number of credit hours required to earn the certificate. Provide a brief description of each required course, indicating the specific competencies to be attained. Indicate courses which are not currently offered by the college.

Students can select three classes out of four that are listed in the program. All classes are offered at Windward Community College. The CoC PFPaT requires a total of 9 credits. Students can receive the certificate within two semesters. Graduates will gain knowledge in propagating, planting, and understanding the uses of plants/orchids, as well as skills in tissue culture and food sciences.

BOT 105 (Ethnobotany): The scientific study of the interaction between human culture and plants, including the interrelationship of botany, socio-economics, belief systems and history that have shaped the cultural uses of plants in Hawaii, as well as Asia or the Pacific. Lecture/field trip course with service-learning option. (3 hours lecture)

Student Learning Outcomes:

- Identify plants of major importance in various aspects of Hawaiian, Asian and Pacific Island cultures
- Utilize the plants for food, medicine, and other material goods

AG 149 (Plant Propagation): Introduction to the principles and practices of propagation of fruit, vegetable, and ornamental crops by seed, cuttings, grafting, budding, layering and division.(3 hours lecture)

Student Learning Outcomes:

- Describe basic plant growth
- Relate the principles of plant growth to the solution of everyday problems in plant production
- Understand the influence of environmental factors on plant growth
- Propagate plants by various methods
- Determine the best form of propagation for a selected plant

AG 152 (Orchid Culture): An extensive study of orchid identification, breeding, growth, and culture. Students are required to write a 10 to 15 page research report. (3 hours lecture)

Student Learning Outcomes:

- Identify orchid species, hybrids and trace their pedigrees
- Provide cultural requirements for each genus, including temperature, light intensity, humidity, watering, fertilizing, media composition, and pest or disease control and repotting
- Perform traditional and in vitro propagation techniques
- Perform orchid breeding and discuss its economic importance
- Conduct research and submit research paper

FSHN 185 (Food Science and Human Nutrition): An introductory level biological science course which integrates basic concepts of science with the study of human nutrition. Designed for students who want an introduction to nutrition, as well as those who later choose to major in it.(3 hours lecture)

Student Learning Outcomes:

- Describe the six categories of nutrients and evaluate the nutrient adequacy of a diet.
- Identify factors influencing eating habits.
- Correctly interpret and evaluate information on food labels, packages and product advertising based on generally accepted scientific methods and standards.
- Define various types of malnutrition and discuss their causes, cures, and associated health effects.
- Discuss current issues related to the safety of the food supply, using concepts from toxicology.
- Describe physiological changes that occur during the life cycle and explain the changes in nutrient needs that accompany these changes.
- Discuss various environmental and ecological conditions, which interact with human nutrition, both locally and globally.

IV. RESOURCE REQUIREMENTS

A. Additional staff required. If no additional staff is required, indicate how existing staff will be utilized.

No additional staff is required. There are three full-time faculty members. One faculty teaches AG 149 (in Fall or Spring semester). Another faculty

teaches AG 152 (in Spring semester) and BOT 105 (in Fall semester). The other faculty teaches FSHN 185 (in Fall semester).

B. Additional facilities or equipment required. If none required, how will existing facilities and equipment be utilized?

Agriculture and Agripharmatech programs have their own separate facilities. No additional facilities are required. The Perkins grant FY 12 – 13 provides funding for a mini tractor. If more equipment is needed in the future, a second-year Perkins grant proposal will be submitted.

WINDWARD COMMUNITY COLLEGE CERTIFICATE PROPOSAL

This form is to be used for credit certificates that may be approved at Windward Community College and do not need off campus signatures. The chart following the form provides information on certificates.

For more information on program and certificate proposals see the **Windward Community College Curriculum Review Policy: Philosophy and Procedures** at the CCAAC website.



Princess Soares <pfrederi@hawaii.edu>

CO-PFPT

7 messages

Princess Soares <pfrederi@hawaii.edu>
To: Carol Okimi <cokimi@hawaii.edu>
Cc: Suzette Robinson <suzetter@hawaii.edu>

Thu, Jan 9, 2014 at 10:40 AM

Aloha Carol,

IRAO received the signed copies of the CO-PFPT program code request form. Please confirm the college to be assigned. On the first page, college is IN, Instructional. On the second page, section three, college is 00, Windward Community College. Other program codes at Windward is assigned to IN, Instructional.

Mahalo,
Princess

—
Princess Soares
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

Carol Okimi <cokimi@hawaii.edu>
To: Princess Soares <pfrederi@hawaii.edu>

Thu, Jan 9, 2014 at 10:51 AM

Hi Princess,

Since all the other codes have been assigned to IN, please do the same for this one.

thanks!
Carol
[Quoted text hidden]

Princess Soares <pfrederi@hawaii.edu>
To: Carol Okimi <cokimi@hawaii.edu>

Thu, Jan 9, 2014 at 12:53 PM

Hi Carol,

Thank you for your quick response. One more question: What is the correct department? 1st page, NATS, Natural Science. 2nd page, BOT, Botany. Please confirm.

Mahalo,
Princess
[Quoted text hidden]

Thu, Jan 9, 2014 at 1:10 PM

Carol Okimi <cokimi@hawaii.edu>
To: Princess Soares <pfrederi@hawaii.edu>

Hi Princess,

Sorry about that too. Please list the department as Natural Science.

thanks,
Carol

[Quoted text hidden]

Princess Soares <pfrederi@hawaii.edu>
To: Carol Okimi <cokimi@hawaii.edu>

Thu, Jan 9, 2014 at 1:13 PM

Thank you. The paperwork is being prepared this week for Pearl's review.

[Quoted text hidden]

Carol Okimi <cokimi@hawaii.edu>
To: Princess Soares <pfrederi@hawaii.edu>

Tue, Jan 14, 2014 at 10:42 AM

Hi Princess,

Sorry to bother you but the registrar is breathing down my neck for this code. Any news yet?

thanks,
Carol

[Quoted text hidden]

Princess Soares <pfrederi@hawaii.edu>
To: Carol Okimi <cokimi@hawaii.edu>

Tue, Jan 14, 2014 at 11:50 AM

Hi Carol,

Pearl just got back yesterday and is reviewing the requests before we send it to Banner.

Mahalo,

[Quoted text hidden]