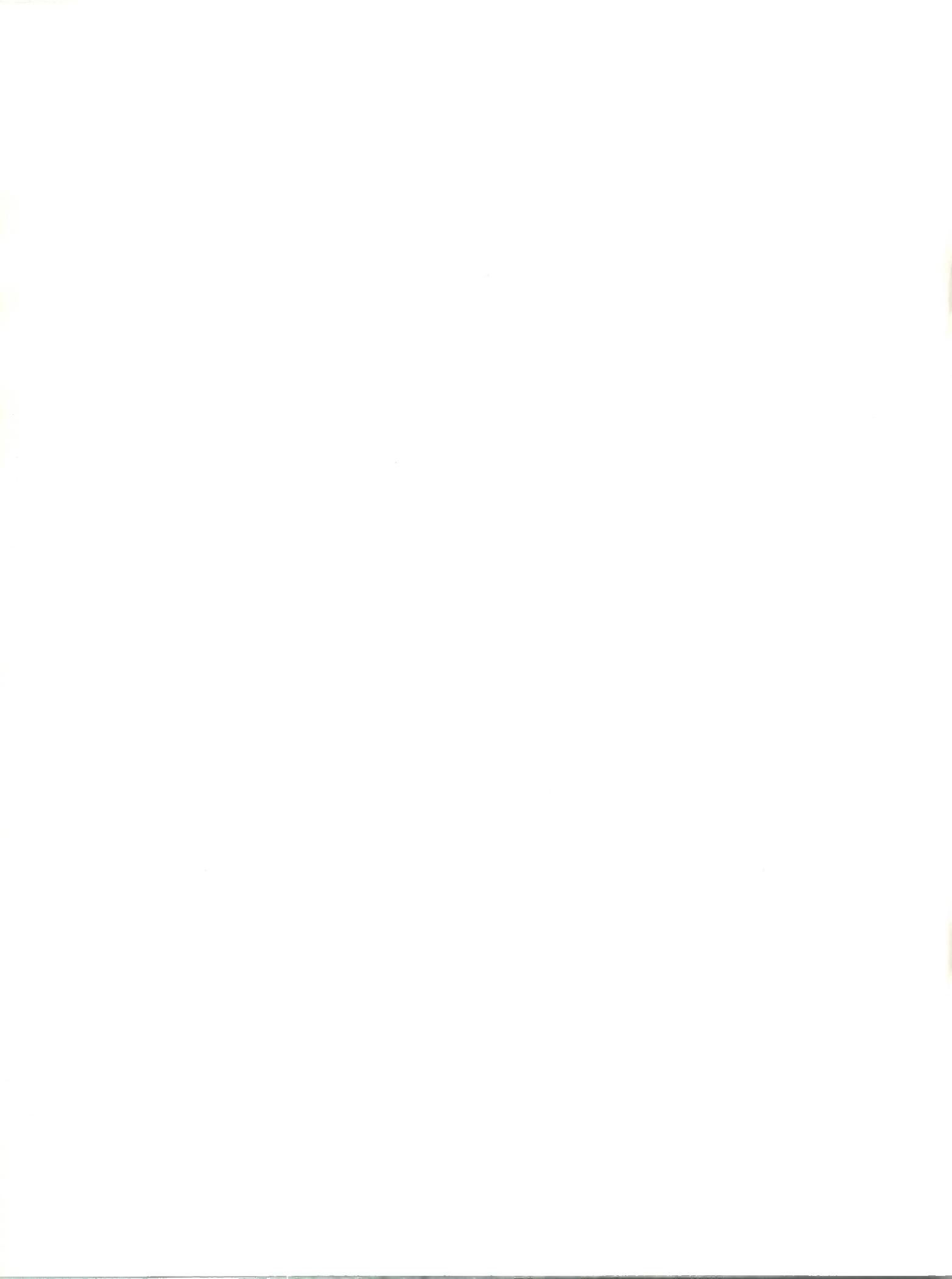

UNIVERSITY
OF HAWAII
WEST OAHU



General Catalog 1990-91



1990–1991
General Information
and Catalog

University of Hawaii-West Oahu

PHILOSOPHY OF UNIVERSITY OF HAWAII-WEST OAHU

The purpose of the University of Hawaii-West Oahu is to provide an environment where students and faculty can discover, examine, preserve and transmit the knowledge, wisdom, and values that will provide the foundation for the development of present and future generations of citizens and result in the improvement of the quality of life for all.

In carrying out its mission, higher education engages in three basic types of activities: teaching, research and public service. While cognizant of the interrelationships of these activities, the University of Hawaii-West Oahu places major emphasis on the teaching function. However, the University is also supportive of those research and public service activities that enhance and enrich its instructional program.

The University of Hawaii-West Oahu has been created for those students who wish to pursue their educational and professional goals through a curriculum that emphasizes the humanities, social sciences and selected professional programs. Courses are scheduled to accommodate student schedules, including evenings and weekends.

The University's curriculum offerings are based on the realization that career and professional training and the humanities and social sciences are interdependent and complementary. While attending the University, students are encouraged to seek both breadth and depth in their educational experiences as well as relationships between and among the different disciplines. Although the programs of the University are designed to be responsive to the needs of the students, the differences in the backgrounds and aspirations of individual students are recognized, and the educational programs and learning experiences are shaped to accommodate these differences. The full development of the talents and abilities of each student is the principal concern and the major focus of the faculty and staff.

CHANCELLOR'S MESSAGE

Education opens doors. Doors to personal enrichment and fulfillment. Doors to career advancement or change. Doors to further study in professional or graduate programs. The State of Hawaii has established diverse opportunities for its citizens to open such doors, but it is only the student who can open them.

The University of Hawaii-West Oahu provides a unique set of opportunities in public higher education in Hawaii for you. It is the only unit in the University of Hawaii System that offers study only at the upper division, that is, at junior and senior levels. Thus, all of our students have had their initial college experience elsewhere—in community colleges, in public and private colleges and universities in Hawaii and elsewhere.

The University of Hawaii-West Oahu provides a highly flexible schedule of course offerings enabling students, many of whom are working full- or part-time, to take their courses during the day, evening or on weekends. This scheduling coupled with the low cost of public higher education in Hawaii leaves little excuse for not opening doors to your future.

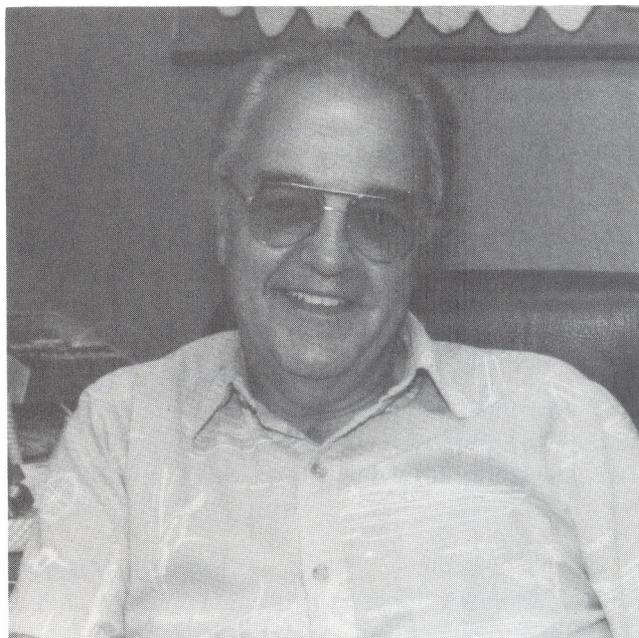
When you open the door at the University of Hawaii-West Oahu you will find excellent programs in the Humanities (English, History and Philosophy), Social Sciences (Anthropology, Economics, Political Science, Psychology and Sociology) and Professional Studies (Business Administration and Public Administration). Teaching these courses are excellent, highly qualified and dedicated faculty who give generously of their time to students in and out of class. These faculty are professionally active in scholarly ways and thereby maintain their currency with their subject matter. The faculty is supported by an equally competent and dedicated staff highly concerned with students' welfare.

When students close the door after graduating from the University of Hawaii-West Oahu they find themselves personally enriched and fulfilled. They find they have assured themselves in their present position or, more often, eligible for advancement

and promotion. They have found themselves in graduate and professional programs such as UH-Manoa's School of Law, School of Social Work, School of Public Health, the Asian Studies Program, and other graduate departments. They have also found themselves at the University of Southern California, the College of William and Mary, Virginia Polytechnic University, Northwestern University, the University of California at Davis Law School, University of Texas Law School among others. The University of Hawaii-West Oahu's students continue to achieve and to succeed.

Further verification of the stature to which the young University of Hawaii-West Oahu has come in its fourteen years is that it is fully accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges.

I can assure you that if you elect to attend the University of Hawaii-West Oahu, you will have an exciting university experience, one that will enable you to achieve personally and professionally. I invite you to open the door to your future.



Edward J. Kormondy, Chancellor

UNIVERSITY OF HAWAII BOARD OF REGENTS

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B.A., M.A.

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B.S., M.S., Ph.D.

Doris Ching, *Vice-President for Student Affairs*
B.Ed., M.Ed., Ed.D.

**UNIVERSITY OF HAWAII-WEST OAHU
ADMINISTRATION**

Edward J. Kormondy, *Chancellor*
B.S., M.S., Ph.D.

Frederick R. Mayer, *Dean of Faculty*
B.S., M.S., M.S., Ed.D.

Milton Y. Higa, *Director of Administrative Services*
B.B.A.

Stella L. T. Asahara, *Student Services Coordinator*
B.A., M.Ed.

Eric S. Flower, *Librarian*
B.A., M.L.S., M.A.

FACULTY

David Funt Alethea

B.A., University of Wisconsin, Philosophy, 1959; M.A., Columbia University, Philosophy, 1963; Ph.D., Columbia University, Philosophy, 1966.

Daniel Boylan

B.A., Kalamazoo College, English Literature, 1965; M.A., University of Michigan, English Literature, 1966; M.A., University of Iowa, American Civilization, 1970; Ph.D., University of Hawaii, American Studies, 1974.

Henry Chapin

B.A., Columbia University, English, 1959; M.A., University of New Mexico, English, 1962; Ph.D., University of New Mexico, English, 1965.

Joyce Chinen

B.A., University of Hawaii, Sociology, 1970; M.A., University of Hawaii, Sociology, 1978; Ph.D., University of Hawaii, Sociology, 1989.

Gary Helfand

B.A., Queens College, Political Science, 1970; M.P.A., Bernard Baruch College, Public Administration, 1972; Ph.D., New York University, Public Administration, 1976.

Louis Herman

B.A., University of Cambridge, Medical Sciences, 1970; M.A., University of Hawaii, Political Science, 1978; Ph.D., University of Hawaii, Political Science, 1988.

Edward J. Kormondy

B.S., *summa cum laude*, Tusculum College, Biology, 1950; M.S., University of Michigan, Zoology, 1951; Ph.D., University of Michigan, Zoology, 1955.

Frederick R. Mayer

B.S., Temple University, English Literature & Science, 1951; M.S., Temple University, Administration & Curriculum Development, 1958; M.S., University of Hawaii, Educational Communication & Technology, 1969; Ed.D., Temple University, Educational Administration & Curriculum Development, 1965.

Joseph Mobley Jr.

B.S., Denison University, Psychology, 1976; M.A., California State University at Sacramento, Psychology, 1978; Ph.D., University of Hawaii, Psychology, 1984.

Barbara J. Newton

B.A., *cum laude*, College of Notre Dame, San Francisco, Social Work, 1965; M.A., California State University at Long Beach, Psychology, 1972; Ph.D., University of Hawaii, Psychology, 1978.

Linda Nishigaya

B.A., *magna cum laude*, Chaminade University, Sociology, 1969; M.A., University of Northern Colorado, Social Science, 1970; Ph.D., Ohio State University, Sociology, 1975.

Ernest Oshiro

B.A., University of Hawaii, Economics, 1971; M.S., University of Hawaii, Agricultural and Resource Economics, 1977; Ph.D., University of Hawaii, Agricultural and Resource Economics, 1978.

Ross Prizzia

B.A., State University of New York at New Paltz, Social Science and Education, 1964; M.S., State University of New York at New Paltz, Political Science and Education, 1966; Ph.D., University of Hawaii, Political Science, Specializing in Public Administration, 1971.

Roe Ann Roberts

B.H.S.A., Florida International University, Health Services Administration, 1984; M.P.H., Florida International University, Public Health, 1986; Ph.D., Florida International University, Public Administration, 1989.

Edward J. Shultz

A.B., Union College, Political Science, 1966; M.A., University of Hawaii, History, 1970; Ph.D., University of Hawaii, History, 1976.

Ekkehard F. R. Stiller

B.A., *magna cum laude*, McMaster University, Canada, Economics, 1969; M.A., University of Hawaii, Economics, 1970; Ph.D., University of Hawaii, Economics, 1975.

Roland H. E. Stiller

B.A., McMaster University, Canada, Economics, 1969; M.A., University of Hawaii, Economics, 1970; Ph.D., University of Hawaii, Economics, 1975.

1990-91 CALENDAR

FALL 1990

August 1990

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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September 1990

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30						

October 1990

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November 1990

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December 1990

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30	31					

SPRING 1991

January 1991

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27	28	29	30	31		

February 1991

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24	25	26	27	28		

March 1991

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 1991

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 1991

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			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Fall 1990 Semester

- August 17 (F)Holiday: Admissions Day
- August 20, 21, 22, 25 (M-W, S)Registration
- August 23 (Th).....Faculty Professional Development Day
- August 25 (S)Last day to completely withdraw with 100% refund
- August 27 (M)First day of instruction
- September 3 (M)Holiday: Labor Day
- September 7 (F).....Last day to register or add courses
-Last day to withdraw from courses with 80% refund
- September 14 (F)Last day to withdraw without "W" grade
- September 21 (F)Last day to withdraw with 40% refund
- September 28 (F)Last day to file graduation applications for Fall Semester
- October 26 (F)Last day to withdraw from courses
- October 31 (W)Last day for instructors to submit "I" removal grades
- November 6 (T)Holiday: Election Day
- November 12 (M).....Holiday: Veterans Day
- November 22 (Th)Holiday: Thanksgiving Day
- November 23-24 (F, S)Non-Instructional Days
- December 12 (W)Last day of instruction
- December 13-14 (Th, F)Study period
- December 17-22 (M-S).....Final examinations
- December 22 (S)Fall semester ends
- December 25 (T).....Holiday: Christmas Day

Spring 1991 Semester

- January 1 (T)Holiday: New Year's Day
- January 5, 7, 8, 9 (S, M-W).....Registration
- January 9 (W)Last day to completely withdraw with 100% refund
- January 10 (Th)Faculty Professional Development Day
- January 14 (M)First day of instruction
- January 21 (M)Holiday: Martin Luther King Day
- January 25 (F)Last day to register or add courses
-Last day to withdraw with 80% refund
- February 1 (F)Last day to withdraw without "W" grade
- February 8 (F)Last day to withdraw with 40% refund
- February 15 (F)Last day to file graduation applications for Spring semester
- February 18 (M)Holiday: Presidents Day
- March 15 (F)Last day to withdraw from courses
- March 25-29 (M-F)Spring recess
- March 26 (T)Holiday: Kuhio Day
- March 29 (F)Holiday: Good Friday
- April 1 (M)Last day for instructors to submit "I" removal grades
- May 8 (W)Last day of instruction
- May 9-10 (Th, F)Study period
- May 13-18 (M-S)Final examinations
- May 18 (S)Commencement

□ Academic dates of significance.

○ Holidays.

Note: Dates listed above apply primarily to semester long courses. Please consult student newsletter or Student Services Office for refund and withdrawal dates applicable to accelerated weekend courses.

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University of Hawaii-West Oahu
96-043 Ala Ike
Pearl City, Hawaii 96782
Phone: (808) 456-5921

This catalog contains general information about the program offerings at the University of Hawaii-West Oahu for the 1990-91 academic year. This document is an attempt to summarize applicable policies of the University of Hawaii-West Oahu concerning various aspects of student admissions, enrollment, and registration. It is not intended as a full compilation of regulations and policies, and should not be regarded as a legal contract between U.H.-West Oahu and the student. For further information, students should check with the University for details concerning other policies which could affect their specific enrollment or registration status.

The University reserves the right to make changes to the policies contained herein, including changes in tuition, certain fees, faculty assignments and time schedules; to cancel classes where necessary; to set maximum limits for enrollment in certain classes; and to discontinue services without prior notice. Notice of such changes will be given when possible.

General Information

INTRODUCTION

The University of Hawaii is a multi-campus system of higher education institutions serving the State of Hawaii. It includes two baccalaureate degree-granting institutions—the University of Hawaii-West Oahu and the University of Hawaii-Hilo; one multi-college university with graduate programs—the University of Hawaii at Manoa; and six community colleges—four on Oahu and one each on Maui and Kauai.

The University of Hawaii-West Oahu, the most recent addition to the University of Hawaii system, opened its doors in January, 1976 as West Oahu College. The name of the institution was changed to the University of Hawaii-West Oahu by the Board of Regents in 1989. Initially, only evening and weekend classes were offered at high schools in the west Oahu region. Now, however, the University of Hawaii-West Oahu offers a broad array of day, evening and weekend courses at its location on the Leeward Community College campus in Pearl City.

The University of Hawaii-West Oahu is located centrally in an area that includes the Central and Leeward regions of Oahu. These regions extend from the Fort Shafter Military Reservation to the North Shore of Haleiwa-Waialua, with the coast of Waianae-Nanakuli forming the southern boundary. West Oahu encompasses nearly half of the total land area of Oahu including over twenty percent of the total urbanized land area. The composition of the population of west Oahu and of the entire State of Hawaii reflects the diversified mixture of numerous racial and ethnic groups.

ADMINISTRATIVE ORGANIZATION

Governance of the University of Hawaii is vested in the Board of Regents, which is appointed by the Governor. The Board in turn appoints the President of the University, who is the chief executive officer of the Board and is responsible for educational leadership of the System. The President is also the head of the University of Hawaii at Manoa. The chief executive officers of the baccalaureate degree-granting campuses and the Community College System are Chancellors. The community college campuses are headed by Provosts. The University of Hawaii-West Oahu and the University of Hawaii-Hilo, as baccalaureate degree-granting institutions, are jointly administered by a Chancellor.

ACCREDITATION

The University of Hawaii-West Oahu received accreditation from the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges in February, 1981.

Students who wish to review the accreditation documents may do so by contacting the Student Services Office or Dean of Faculty.

BOOKSTORE

Textbooks for the University of Hawaii-West Oahu courses and other educational supplies are available at the Leeward Community College Bookstore.

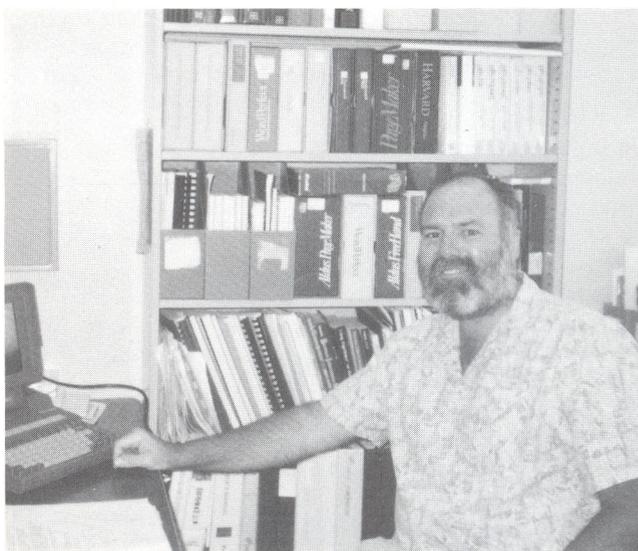
LIBRARY SERVICES

A small, carefully chosen library collection supplements and expands the student's classroom experience. The atmosphere in the library is highly personal, and the staff is available at all times to assist students in developing library and information retrieval skills.

Besides meeting individually with students seeking library assistance, librarians present orientation sessions as a part of many classes. Students undertaking research projects, independent study or directed readings find that a conference with a librarian before beginning research is particularly important.

Students are also welcome at all other libraries in the University System. A student I.D. or registration slip is required to check out materials.

The University of Hawaii-West Oahu library collection is located in the Leeward Community College Library. A small computer facility is also available for course-related use by students.



Eric Flower, Librarian

POLICIES

Equal Opportunity Policy

It is the policy of the University of Hawaii, of which the University of Hawaii-West Oahu is part, to provide equity of opportunity in higher education, both in the educational mission and as an employer. The University is committed to comply with all State and Federal statutes, rules and regulations which prohibit discrimination in its policies and practices, and direct affirmative action, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended, Title IX of the 1972 Education Amendments, the Equal Pay Act of 1963, Executive Order 11246, as amended, the Age Discrimination Act of 1975, Titles VII and VIII of the Public Health Service Act, as amended, the Rehabilitation Act of 1973, the Employment Act of 1967, the Vietnam Era Veteran's Assistance Act of 1974, and Hawaii Revised Statutes, Chapters 76, 78, and 378. The University shall promote full realization of equal opportunity through a positive, continuing program on each campus. Procedures have been established to handle complaints of alleged discrimination.

Individuals designated to coordinate the University of Hawaii-West Oahu effort are:

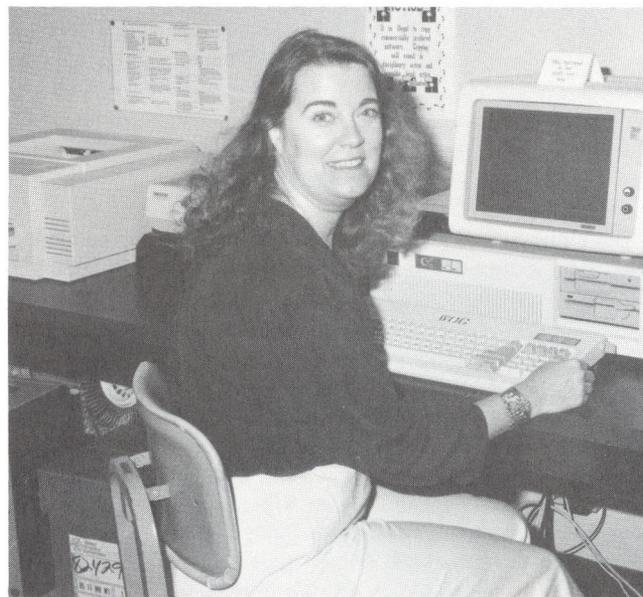
- Academic Matters:** Dr. Frederick Mayer
- Student Concerns:** Ms. Cynthia Suzuki
- Employment Issues:** Ms. Cynthia Suzuki
- Facilities Matters:** Mr. Milton Higa

University of Hawaii-West Oahu
96-043 Ala Ika
Pearl City, Hawaii 96782
Phone: (808) 456-5921

Family Educational Rights and Privacy

Pursuant to Section 99.6 of the rules and regulations governing the *Family Educational Rights and Privacy Act of 1974* (hereinafter the Act), students in attendance at the campuses of the University of Hawaii are hereby notified of the following:

1. It is the administrative policy of the University of Hawaii to subscribe to the requirements of Section 438 of the General Education Provision Act, Title IV, of Public Law 90-247, as amended, and to the rules and regulations governing the Act, which protect the privacy rights of students.
2. The rights of students under the Act include the following, subject to conditions and limitations specified in the Act:
 - a) The right to inspect and review education records.
 - b) The right to request to amend education records.
 - c) The right of protection from disclosure by the University of Hawaii of personally identifiable information contained in education records without permission of the student involved.
 - d) The right to waive certain rights under the Act.
 - e) The right to file complaints concerning alleged failure by the University of Hawaii to comply with the Act.



Marilyn Naito, Assistant Librarian

3. Students are advised that institutional policy and procedures required under the Act have been published as Administrative Procedure A7.022 *Procedures Relating to Protection of the Educational Rights and Privacy of Students*. Copies of AP A7.022 may be obtained from the Student Services Coordinator.
4. *Directory Information*
 Students are advised that certain personally identifiable information is considered by the University to be Directory Information and, in response to public inquiry, may be disclosed in conformance with State law, at the University's discretion, without prior consent of the student unless the student otherwise so informs the University not to disclose such information.
 - a) Name of student.
 - b) Local address and zip code.
 - c) Local telephone number.
 - d) Major field of study.
 - e) Fact of participation in officially recognized activities and sports.
 - f) Weight and height of members of athletic teams.
 - g) Dates of attendance.
 - h) Most recent educational institution attended.
 - i) Degrees and awards received.
 - j) Educational level.
 A student has the right to request that any or all of the above items not be designated Directory Information with respect to that student. Should a student wish to exercise this right, he or she must in person and in writing, not earlier than the first day of instruction nor later than fourteen calendar days from the first day of instruction for the academic term or semester, or the fourth day of a summer session, inform the Registrar at each campus he or she is attending which of the above items are not to be disclosed without the prior consent of that student.

5. Parents of students are advised that information contained in education records, except as may be determined to be Directory Information, will not be disclosed to them without the prior written consent of their sons and daughters.

Student Conduct

The Board of Regents of the University has approved a policy statement which establishes guidelines for behavior on all campuses. Pertinent sections of the statement are:

"The two categories of impermissible behavior, . . . apply equally to every member of the academic community . . . includes the staff, faculty and students. . . ."

"Category 1. A member of the academic community may not behave toward another member, even in the name of his convictions or his rights to academic freedom, in a manner denying or interfering with another member's expression of convictions, right to academic freedom or the performance of his legitimate duties or functions."

"Category 2. Behavior intended directly or indirectly to interfere with or disrupt the processes of teaching, learning or research or those processes or conditions furthering or facilitating these activities is impermissible behavior. An interference or disruption exists when any of these processes can no longer take place in the planned, normal, or customary form given to them by those legitimately responsible for them, or when any of these conditions has essentially ceased to exist. Processes or conditions furthering or facilitating teaching, learning or research as used in the first sequence of this paragraph include the administration of the University."

In accordance with this policy, the University of Hawaii-West Oahu has adopted a student conduct code with specific examples of impermissible behavior, including academic dishonesty, which is defined below. The code also delineates the appropriate hearing procedures, and describes the various sanctions which may be imposed. Sanctions may range from a warning, restitution where restitution is appropriate, to probation, suspension, expulsion or the rescission of grades or degree.

Copies of the student conduct code are available for review at the Student Services Office.

Academic Dishonesty

Because the University is an academic community with high professional standards, its teaching, research and service purposes are seriously disrupted and subverted by academic dishonesty. Such dishonesty includes cheating and plagiarism.

• Cheating

Cheating includes, but is not limited to, giving or receiving unauthorized assistance during an examination; obtaining unauthorized information about an examination before it is given; using inappropriate or unallowable sources of information during an examination; falsifying data in experiments and other research; altering the record of any grade; altering answers after an examination has been submitted; falsifying any official University record; or misrepresenting the facts in order to obtain exemptions from course requirements.

• Plagiarism

Plagiarism includes, but is not limited to, submitting, in fulfillment of an academic requirement, any document that has been copied in whole or in part from another individual's work without attributing that borrowed portion to the individual; neglecting to identify as a quotation another's idea and particular phrasing that was not assimilated into the student's language and style or paraphrasing a passage so that the reader is misled as to the source; submitting the same written or oral material in more than one course without obtaining authorization from the instructors involved; or "drylabbing," which includes obtaining and using experimental data and laboratory write-ups from other sections of the course or from previous terms, or fabricating data to fit the desired or expected results.

Academic Grievance

Issues associated with the authority and responsibilities of faculty members may occasionally arise. To protect the rights of students, the University has established an academic grievance procedure whereby students who believe that a faculty member has behaved in an improper manner may seek recourse. An attempt should first be made to resolve the complaint of academic impropriety on an informal basis with the faculty member. If resolution is not reached at this level, the matter should be discussed with the Faculty Senate Chairperson before a formal written complaint is filed. For specific information, copies of the academic grievance procedure may be requested at the Student Services Office.

Use of Social Security Number

Section 7(b) of the Privacy Act of 1974 (5 U.S.C. 522a) requires that when any federal, state, or local government agency requests an individual to disclose his or her social security account number, that individual must also be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited, and what use will be made of it.



Jasmine Hasegawa, Library Technician

GENERAL INFORMATION

Accordingly, each applicant is advised that disclosure of his or her social security account number (SSAN) is required as a condition for making application to any of the campuses of the University of Hawaii, in view of the practical administrative difficulties which the University of Hawaii would encounter in maintaining adequate student records without the continued use of the SSAN.

The SSAN will be used to verify the identity of the applicant, and as a student identification number throughout the period in which the applicant is enrolled or otherwise associated with the University, in order to record data accurately. As a student identification number the SSAN is used in such activities as reconciliation of documents in order to determine eligibility for admission and residency for tuition purposes; registration and academic record-keeping; use of library materials; student affairs programs requiring verification of enrollment for the purpose of providing services; and alumni affairs.

Authority for requiring the disclosure of an applicant's SSAN is grounded in Section 304.2 and Section 304.4, **Hawaii Revised Statutes** as amended, which provides that the Board of Regents of the University of Hawaii shall have general management and control of the affairs of the University. The University of Hawaii has, for several years, consistently required the disclosure of SSAN numbers on the **Common Application Forms** and other necessary University documents.

In addition, it should be noted that the SSAN of a parent, guardian, or spouse, of an applicant is also requested if the applicant claims residency on the basis of the residency of the parent, guardian, or spouse. A parent, guardian, or spouse is advised that disclosure of his or her SSAN for the above purpose is mandatory. Failure to provide it may affect the applicant's admission to the University and the tuition charged the applicant when such applicant registers for classes. Parent's, guardian's, or spouse's SSAN will be recorded only on the **Common Application Form** (Residence Form) itself and will not be maintained in any other system of records. Its use will be restricted to further verification of information reported on the **Common Application Form** (Residence Form) by the applicant and/or parent, guardian or spouse.

Handicapped Persons

In accordance with the Rehabilitation Act of 1973 and implementing regulations, the University of Hawaii-West Oahu hereby provides notice that it does not discriminate against qualified handicapped individuals in the recruitment and admission of students and employment of faculty and staff. No otherwise qualified handicapped person shall, solely on the basis of that handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity receiving federal financial assistance.

Disabled students who will require special services must identify themselves to the Student Services Office by the second week of instruction and disclose the nature of their handicap so that arrangements can be made for appropriate assistance. Students who develop disabilities during the school year should notify the Student Services Office as soon as possible.

University of Hawaii-West Oahu courses are conducted in classrooms located on the Leeward Community College campus which are easily accessible to students in wheelchairs. Restroom facilities there are equipped for use by the handicapped.

At the University, a ramp to both the Administration and Faculty buildings provides access for the disabled.

Copies of the University of Hawaii policies on nondiscrimination and affirmative or voluntary action are available for inspection at the University of Hawaii-West Oahu. Any person requiring additional information about programs, services, activities and facilities at the University of Hawaii-West Oahu available to handicapped persons may contact:

Academic Matters: Dr. Frederick Mayer
Student Concerns: Ms. Cynthia Suzuki
Employment Issues: Ms. Cynthia Suzuki
Facilities Matters: Mr. Milton Higa

University of Hawaii-West Oahu
96-043 Ala Ike
Pearl City, Hawaii 96782
Phone: (808) 456-5921



Help is readily available at the library

Academic Regulations

CLASSIFICATION OF STUDENTS

Students may enroll in courses for academic credit or as auditors. Once admitted, students are classified as follows:

Classified Student: A student who is admitted with a minimum of 55 credits or an A.A. degree, and enrolled for credit in an organized program leading to the Bachelor of Arts degree.

Undergraduate Classified Student Status: Juniors (55–88 credits) and seniors (89 or more credits).

Unclassified Student: A student who is admitted and enrolled for credit but is not in an organized program leading to the Bachelor of Arts degree. Such students may subsequently apply for classified status, provided the minimum lower division requirements have been met. If accepted, these students may have their accumulated credits evaluated for applicability towards the degree program selected.

Full-time Student: A student who is registered for 12 or more semester credit hours.

Part-time Student: A student who is registered for fewer than 12 semester credit hours.

Auditor: A student who registers for and attends certain classes with the permission of the instructor. The student receives no credit or grade for the course and is not required to take course examinations. The extent of a student's classroom participation is at the instructor's option. A student auditing a course must submit an application to the Student Services Office for each semester the student enrolls.

ELIGIBILITY FOR ADMISSION

The University of Hawaii-West Oahu is currently an upper-division two-year baccalaureate degree-granting institution offering only junior-and senior-level courses. A student who has successfully completed 55 credits or more of transferable lower-division college courses at any campus of the University of Hawaii or other accredited college or university with a grade point average of 2.0 or higher on a 4.0 scale may be eligible for admission.

Students who have graduated with an Associate in Arts or an Associate in Science degree from a University of Hawaii community college with a grade point average of 2.0 or higher on a 4.0 scale may be eligible for transfer. Students with an Associate in Arts degree will be accepted as having completed the lower division general education requirements. However, the number of credits transferrable towards the Bachelor of Arts degree will be determined by an evaluation of the courses completed for the A.A. degree.

Students transferring with an Associate in Science degree will be required to meet the lower division general education requirements listed in the Academic Program section of this catalog under Graduation Requirements (see page 27).

Students who have completed some previous college work, but have yet to attain the 55 credit minimum, may have their transcripts evaluated for possible admission as unclassified students.

Students are urged to contact the Student Services Office if they have any questions regarding eligibility for admission.

ADMISSION OF TRANSFER STUDENTS

Transfer students are those presently or previously enrolled at a college or university other than the University of Hawaii-West Oahu.

Candidates should submit a University of Hawaii System Common Application Form and must have all educational institutions previously attended send one copy of the *official* transcript directly to the University of Hawaii-West Oahu Student Services Office. While unofficial student copies of transcripts or grade reports may be used for an informal review or advising, they are *not* acceptable for admission purposes.

Applicants currently enrolled at another college or university should have final transcripts submitted to the University of Hawaii-West Oahu at the end of the current term.

Admission of Non-resident Students

The University is required to determine the residence status of each applicant. Therefore, each applicant must complete and submit a residency form (contained within the Common Application Form), together with such documentation considered necessary to clearly determine residence status.

The burden of proof for establishing residence status lies with each applicant. Final decisions will be made by the Student Services Coordinator. Students classified as non-residents are required to pay non-resident tuition.

The maximum number of non-resident students that may be admitted by the University is limited by the Board of Regents Controlled Growth Policy of the University of Hawaii System. Therefore, affected students are encouraged to apply early.

Military Personnel and Dependents

Military personnel and dependents, in addition to meeting the general admission requirements, should also submit a copy of their orders as well as a *Verification of United States Armed Forces Members Assignment* form which is available from the Student Services Office or their Commanding Officer. Students in active service or who are bona fide dependents of military personnel are considered non-residents but will be permitted to pay resident tuition rates upon receipt of the forms described above.

Foreign Students (Student Visa Applicants Only)

The limited number of foreign students who are accepted for admission must meet special requirements in addition to the general requirements.

- (1) A complete and certified English translation of the student's official record of achievement must be submitted showing courses taken, a brief description of the course content, grades earned, passing and maximum grades, and student's standing in class. Transcripts will not be considered official unless they are sent directly to the University of Hawaii-West Oahu by the previous institution.
- (2) The student must be able to read, write, speak and understand the English language. Applicants from foreign countries where English is not the usual means of communication are required to take the Test of English as a Foreign Language (TOEFL) and have the Educational Testing Service send the results to the Student Services Office of the University. The TOEFL results are necessary in order to evaluate the student's English proficiency in terms of his probable ability to carry out his studies effectively. For information regarding the test dates, location and fees, write to: Test of English as a Foreign Language, Educational Testing Services, P.O. Box 6151, Princeton, New Jersey 08541-6151. **Please do not write to the University for information on TOEFL.**
- (3) A *Supplementary Information Form for Foreign Applicants, University of Hawaii System*, should be completed. In addition, applicants must provide documentation that financial support is available to adequately cover all expenses while attending college in Hawaii.
- (4) A satisfactory physical examination report as specified by the University, including chest x-ray films, is required. In addition, students must carry complete health insurance for the period of their stay at the University.
- (5) The I-20 form required by the United States Department of Justice, Immigration and Naturalization Service, for a student visa will be provided by the University after the special requirements outlined above are fulfilled, and the student has been accepted.
- (6) The deadline for application and submission of all required documents is June 15 for the Fall semester and November 1 for the Spring semester. However, foreign students are urged to submit their applications as early as possible to allow adequate time for evaluation by the University.

INFORMATION ON ADMISSION

Information on How to Enroll at the University of Hawaii-West Oahu

An application, instruction booklet, and other informational materials, may be obtained by writing to:

Student Services Office
University of Hawaii-West Oahu
96-043 Ala Ike
Pearl City, HI 96782

or by calling the University ph. (808) 456-5921. Candidates for admission are encouraged to visit the campus and meet with

faculty, staff, and students. Candidates wishing to observe classes may arrange to do so by contacting the Student Services Office.

Application Fee

Applications from non-residents must be accompanied by a nontransferable \$10 application fee. This fee is nonrefundable and may not be applied toward tuition even though the applicant may be admitted to the University. Applications submitted without this fee will be returned. The application and the fee are valid only for the semester specified on the application. The fee should be paid by certified check, money order, or cashier's check, made payable to the University of Hawaii. Please do not send currency. Applicants from foreign countries should send an international money order.

COURSE REGISTRATION INFORMATION

Academic Advisor

After admission and before registration, each student should meet with a faculty advisor. The advisor will be assigned by the Student Services Office based on the student's academic interests. The student will work closely with the advisor during his enrollment at the University.

If a student's interest shifts to another academic area of concentration, the student may elect to work with an advisor who is more familiar with that area of study.

The Student Services Coordinator and Specialist are also available for academic advising and graduation checks.



Frederick Mayer, Dean of Faculty

Course Registration

Pre-registration: Continuing students will be given the option of pre-registering for courses. Before doing this, students must see an advisor to discuss their proposed schedule and to make arrangements for special courses, such as practicums, senior projects, or directed readings and research.

Regular Registration: Registration for courses is usually held the week prior to the beginning of the semester. The University calendar in the preceding pages of this catalog should be consulted for exact dates. A schedule listing the courses offered, and time and place of meeting for each course is issued each semester and made available to students prior to registration.

Registration will be held each semester at the Student Services Office. Prior to actual registration, students will receive information regarding registration times and procedures through the mail. This will allow time for more thoughtful planning.

Students are considered officially enrolled only after the appropriate tuition and fees are paid. Payment is due at the time of registration.

Late Registration: Students may register for credit up to and including the day designated on the University calendar as the last day for registration for credit. There will be an additional fee for late registration.

Senior Citizens: Senior citizens over 60 years of age who are bona fide Hawaii residents and who would like to register under the tuition exemption program may do so on a space available basis on the last day of regular registration. (Please refer to University calendar for date.) Senior citizens are encouraged to take advantage of this program. More information is available from the Student Services Office.

Auditors: Auditors may register after the period assigned for the registration of regular students.

Auditors may change from auditor status to that of regularly enrolled student status only if they file a common application form, meet admission requirements and gain acceptance prior to the late registration deadline. No changes in status may be filed after late registration.

Concurrent Registration

Students at one campus within the University of Hawaii System may register concurrently at another campus providing the course they wish to take will meet their program requirements and is not available at their "home" campus. At the University of Hawaii-West Oahu, this commonly occurs in situations where students are lacking lower-division prerequisites to satisfy program or degree requirements. All upper-division courses necessary for the completion of UH-West Oahu programs are offered by the University.

Students interested in attending the University of Hawaii-West Oahu concurrently must obtain a concurrent registration form signed by their advisor from their "home" campus and submit a Common Application Form to the University of Hawaii-West Oahu.

Concurrent students may register no earlier than the last day of registration, provided they have already enrolled at their home campus. A copy of the tuition fee slip for the current semester from the home campus as well as the concurrent form must be presented at registration.



May Asato, Secretary

University of Hawaii-West Oahu students wishing to attend courses concurrently at another campus should contact the Student Services Coordinator or Student Services Specialist for approval and the appropriate form.

Change of Registration

To Add a Course: Courses may be added only during the period stated in the University calendar, beginning with the first day of instruction. Adding a course is official only after the student has completed and submitted a change of registration form and paid the required tuition and fee to the Administrative Services Office.

To Withdraw From Any Course: A student may officially withdraw from any course for which he has registered during the period stated in the University calendar. Withdrawals during the first three weeks of the semester will not be indicated on the student's record. After this period, however, the student will receive a "W" on his transcript, indicating that he has withdrawn from, or dropped, the course for cause.

Students may withdraw from a course for cause between the fourth week and up to Friday of the ninth week of instruction with the consent of the instructor and the approval of the Dean. (Please refer to the University calendar for specific dates.) With both consent and approval, these drops will be indicated as "W" grades on the student's record.

After the ninth week of instruction, withdrawals are not permitted except for unusual or extenuating circumstances beyond the control of the student. These withdrawals require the consent of the Dean of Faculty. Consent may be given only after the Dean consults with the instructor(s).

All course withdrawals or drop actions are the responsibility of the student and must be initiated by him/her within the constraints outlined above. An instructor may not initiate a withdrawal for the student.

If students simply stop attending classes in a given course without officially completing the withdrawal procedure, in any circumstance, an "F" or other grade, as appropriate, may be awarded by the instructor. If the instructor does not award a grade, an "F" will be assigned by the Dean's Office.

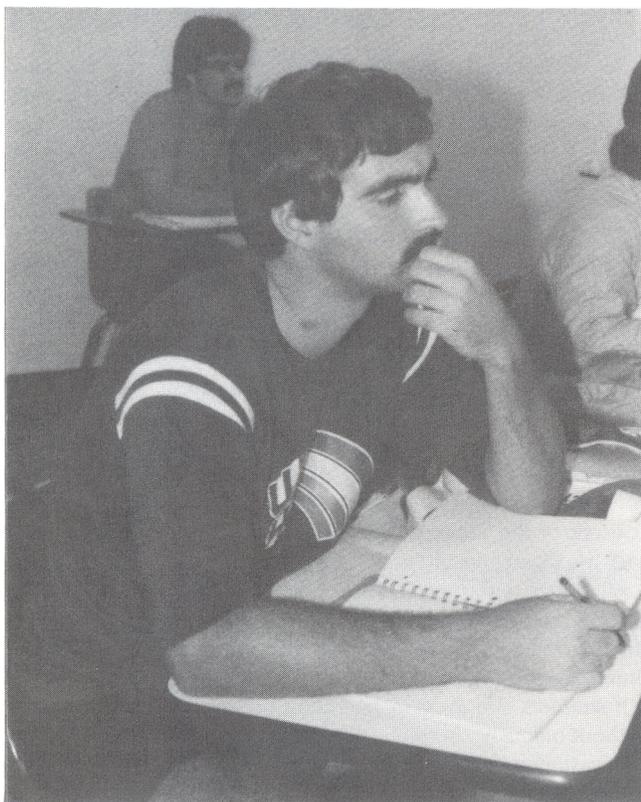
Students are advised that many colleges, especially graduate schools, and professional schools, do not look with favor on student records with excessive "W" grades. Scholarship grantors and future employers tend to share this attitude.

Complete Withdrawal From the University of Hawaii-West Oahu

Students withdrawing completely from the University must complete a withdrawal application form. These forms may be obtained from the Student Services Office. In the rare event that a student is physically unable to obtain the appropriate form, and time is of essence, the University will accept a signed statement from the student requesting complete withdrawal and indicating the reason for withdrawal. The effective date of withdrawal is the date the completed form or statement is received by the Student Services Office.

Students who withdraw completely from the University by Friday of the third week of instruction will not have the withdrawal action noted on their records. Students who withdraw from the University from the fourth through the ninth week of instruction and thereafter will have a "W" grade recorded for each course. After the ninth week, complete withdrawals as well as partial withdrawals are not permitted except for unusual or extenuating circumstances beyond the control of the student. These withdrawals require the approval of the Dean of Faculty.

The refund schedule for withdrawals is noted in this catalog under "Tuition and Fee—Refunds."



Classes at UHWO provide much food for thought

OTHER PROVISIONS

Health Requirement

A certificate indicating that the candidate is free of active tuberculosis should be submitted to the Student Services Office as part of the University's admission requirements.

Student Numbers

The University of Hawaii-West Oahu normally uses social security numbers as student identification numbers. U.S. citizens should indicate their social security number on their application. Foreign students need not have a social security number; they will be assigned an identification number by the Student Services Office.

Change of Address or Personal Data

Any change of address, name, marital status, citizenship or major must be reported promptly to the Student Services Office. Failure to do this may result in inaccurate student records, and failure to receive grade reports, registration materials, and important University announcements.

CREDITS, GRADES, AND EXAMINATIONS

Maximum Course Load: Current University of Hawaii-West Oahu students who request enrollment of 19 or more credit hours of work in any semester must obtain written approval from the Dean of Faculty.

The New Student: It is suggested that students entering the University of Hawaii-West Oahu for the first time carry a maximum of 15 units of credit. Students who wish to exceed this limit may do so with the approval of their faculty advisor and if over 18 credits, the Dean of Faculty.

Foreign Students: Foreign students on a student visa are required to carry a minimum of 12 units of credit each semester.

Evaluation and Grades

Grades are awarded for the purpose of recognizing different levels of achievement in the pursuit of course objectives. Seven different letter grades are employed at the University of Hawaii-West Oahu. These grades are interpreted as follows:

Grade	Interpretation	Grade Points
A	Excellent Achievement	4.0
B	Above Average Achievement	3.0
C	Average Achievement	2.0
D	Minimal Passing Achievement	1.0
F	Failure	0.0
W	Withdrawal	0.0
I	Incomplete	0.0

With the approval of the instructor, an "I," or incomplete grade may be awarded at the request of the student to indicate that the student has yet to complete part of the work in the course. Each student receiving an "I" should contact the instructor to determine steps to be taken to remove the "I."

Grade changes must be submitted by the instructor to the Student Services Office no later than the dates specified on the University calendar. If not, the "I" grade will become the letter grade earned at the end of the course.

The "W" grade indicates formal withdrawal from a course between the fourth and ninth week of instruction. (See preceding "Change of Registration" section.)

Individual grade reports will be mailed to the student after each semester. Grades will not be released by the Student Services Office prior to the mailing of grade reports.

Transcripts of coursework completed at UHWO may be obtained upon written request to the Student Services Office. Cost per copy is \$1.00. Payment must be remitted at the time the request is made.

Class Attendance

Regular and prompt class attendance is expected of all students. A student is expected to inform each instructor of anticipated or unavoidable absences. The responsibility for make-up work lies with the student. Unexcused absences exceeding 20% per calendar month is considered unsatisfactory attendance.

When a student fails to attend a class or stops attending class but does not officially withdraw from that class, the instructor may award any letter grade, including an "F." Under no circumstances will the "W" grade be awarded by the instructor.

Repetition of Courses

A student may repeat any course taken at the University, regardless of the grade received. However, in the award of a degree, credit will be allowed once for a course. The student will receive the higher grade and grade point. The lower grade, however, shall remain on the student's record and will be calculated into the cumulative average.

In some cases, courses such as Directed Reading and Selected Topics may be repeated for additional credit. The student's academic advisor should be consulted in this matter.

Transfer of Lower-Division Credit

The University of Hawaii-West Oahu accepts transfer credits only in courses completed at accredited colleges or universities with grades of 2.0 or higher on a 4.0 scale. However, credit will not be given for remedial, correspondence, occupational, vocational or technical courses.

All transfer credits accepted for admission purposes may not satisfy the University's lower-division general education requirement and students may be required to earn additional credits in order to meet all degree requirements. These lower-division credits must include the completion of an A.A. degree in a liberal arts program or the University of Hawaii-West Oahu's lower-division general education requirements, as described on page 27 of this catalog.

The University of Hawaii-West Oahu will allow a maximum of 65 lower-division credits (100 and 200 level freshman and sophomore courses or equivalent) for application toward a Bachelor of Arts degree.

It is the responsibility of the student to have official transcripts of previous lower-division college work sent directly to the Student Services Office of the University of Hawaii-West Oahu.

Transfer of Upper-Division Credits

A student transferring to the upper-division program of the University of Hawaii-West Oahu from another accredited college or university may be allowed upper-division transfer credits (300 or 400 level courses or equivalent) for work taken at that institution. Only credits completed in an accredited institution with a grade of 2.0 or higher on a 4.0 scale will be considered for upper-division transfer credit.

It is the responsibility of the student to have official transcripts of previous upper-division college work sent directly to the Student Services Office of the University of Hawaii-West Oahu.

College Credit Equivalency Program

The purpose of the College Credit Equivalency Program at the University of Hawaii-West Oahu is to encourage and assist students in obtaining college credit for knowledge acquired outside the regular college classroom—through independent study, on-the-job training, military service school, or other means. The program rests on the belief that students of all ages should be provided the opportunity to reduce college costs in time and money through the granting of credit for subjects which they have already mastered.

Any student who is accepted and enrolled in the University of Hawaii-West Oahu and who believes he/she has acquired the equivalent of a course through experience or training may petition the University for the granting of appropriate credit. A student may apply only once for equivalent credit for a specific course, and must be enrolled in the University before this credit can be officially granted. Credits earned by the equivalency method may not be used to satisfy the college residency requirements.

Students interested in requesting an evaluation for credit should apply at the Student Services Office within their **first** semester of enrollment. Transcripts and other supporting documents must be provided by the student. These will be reviewed by the Student Services Office and/or by a faculty committee who will make the credit recommendation.

The University of Hawaii-West Oahu recognizes and employs the following means of evaluating equivalent college credit:

- *The College Level Examination Program (CLEP)* of the College Entrance Examination Board.
- *The Credit by Examination process (Challenge Exams).*
- *The Military Service School evaluation process, based on guidelines established by the American Council on Education.*

Detailed information regarding policies and procedures for obtaining equivalent college credit by the methods listed above is available from the Student Services Coordinator. The Student Services Coordinator is available to answer questions regarding these procedures and to advise students on all aspects of the College Credit Equivalency Program.

DEAN'S LIST

Students who perform at a high academic level will be placed on the Dean's List at the end of each semester. To qualify, students must take a minimum of nine credits during the semester and complete all courses with a current grade point average of 3.75 or higher.

ACADEMIC DISTINCTION

Bachelor of Arts with Distinction

A Bachelor of Arts with Distinction will be conferred on those graduates who complete 45 or more upper-division credits at the University of Hawaii-West Oahu with a minimum cumulative grade point average of 3.75 and an overall minimum cumulative grade point average of 3.50 for all college courses completed.

SATISFACTORY ACADEMIC PROGRESS

To demonstrate satisfactory academic progress, students are expected to maintain at least a 2.0 cumulative grade point average. Students who experience difficulty with their coursework are encouraged to see their academic advisor or the Student Services Coordinator for assistance and counseling. Satisfactory academic progress is required for continued enrollment as well as to maintain eligibility for financial aid and veteran benefits.

Individuals who are receiving financial aid as full-time students must complete a minimum of 24 credits per academic year, in addition to maintaining a 2.0 cumulative grade point average.

ACADEMIC PROBATION, SUSPENSION, DISMISSAL

Students who fail to meet minimum scholastic requirements of the University will be placed on probation, suspended, or dismissed. For purposes of measuring this minimum requirement, the grade-point average (GPA) is used. The following guidelines are generally applied.

Probation: A student will be placed on academic probation at the end of any semester in which the cumulative grade point average (GPA) falls below 2.0. A student will remain on academic probation until the cumulative GPA rises to a 2.0 or higher on a 4.0 scale. However, a student on academic probation will be considered to be progressing satisfactorily if, at the end of each successive semester, his/her current GPA for that semester is 2.0 or higher.

Suspension: A student who is on probation with a cumulative GPA below 2.0 and whose current GPA falls below 2.0 will be suspended and denied continued registration.

A student who is academically suspended may re-apply to the University of Hawaii-West Oahu after a one semester (not including summer session) break. However, a student suspended at the end of the spring semester may enroll in summer school immediately following suspension. If the student brings the cumulative GPA up to 2.0 while attending summer school at the University of Hawaii-West Oahu, the suspension period may be waived. Regulations governing academic suspension are applied at the end of each semester.

Dismissal: Any student who had been previously suspended will be dismissed, if upon returning as a probationary student to the University of Hawaii-West Oahu, he/she fails to maintain at least a 2.0 semester GPA. Such students will be readmitted only in unusual circumstances. Regulations governing academic dismissal are applied at the end of each semester.



Studying can be fun when done together

Tuition and Fees

TUITION AND FEE SCHEDULE*

TUITION

Tuition is charged according to the number of semester credit hours carried by the student. Auditors, or those enrolled in a course for no credit, pay the same tuition and fees as students enrolled for credit. For tuition purposes, any student enrolled for 12 or more credit hours is considered a full-time student.

Full-time—per semester tuition	1990-91
Resident	\$ 415.00
Non-resident	\$1240.00
Part-time—per credit hour	
Resident	\$ 35.00
Non-resident	\$ 104.00

FEES

Special fees and charges

Application Fee (for all non-resident students):†	\$10.00
Student Activity Fee (per semester)	\$5.00
Transcript of Record	\$1.00
Check tendered to the University and returned for any cause:	\$7.50
Challenge examinations	\$5.00
Special examination	\$10.00
(in regularly constituted courses at other than the specified times, except for make-up examinations)	
Replacement of equipment	Cost of Item (items broken or lost)
Diploma—each Bachelor's degree	\$5.00

Other registration fees:

A Late registration fee is assessed when a student registers or pays the tuition or fee after the regular registration period	\$5.00
Change of registration (per transaction)	\$2.00

* Subject to change without notice.

† Applications from non-residents must be accompanied by a non-transferable \$10 application fee. This fee is nonrefundable and does not carry credit toward tuition even though the applicant may be admitted to the University. Applications submitted without this fee will be returned. The application and the fee are valid only for the one semester specified on the application. The fee should be in certified check, money order, or cashier's check, made payable to the University of Hawaii. Please do not

send currency. Applicants from foreign countries should send an international money order.

PAYMENTS

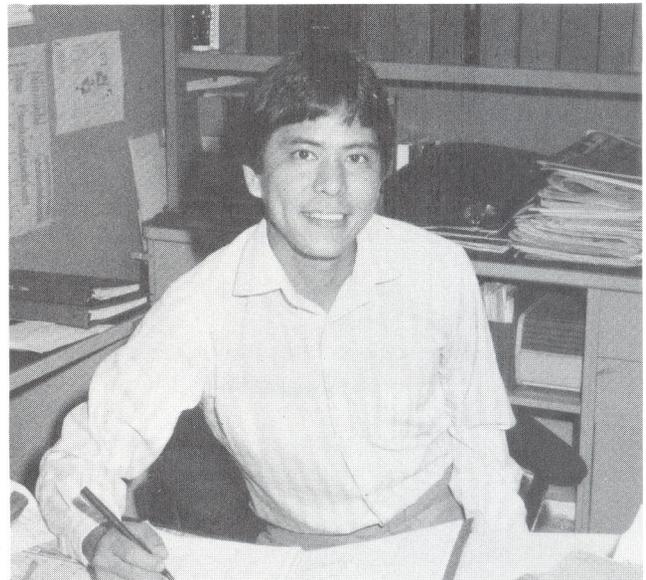
Registration is official when all tuition and applicable fees are paid at the time of registration.

TUITION REFUND POLICY

Regular Academic Semester

In the event a student initiates before the fifth week of instruction during the regular academic semester, a complete withdrawal from the University, change from full-time to part-time status, or change from one tuition rate to another, if applicable, tuition and special course fees are refunded as indicated below:

1. 100% refund for complete withdrawal from ALL courses only, and made on or before the last day of regular registration.
2. 80% refund if complete withdrawal or change in status or tuition rate is made within the first two weeks of instruction.
3. 40% refund if complete withdrawal or change in status or tuition rate is made within the third and fourth weeks of instruction.
4. No refund if complete withdrawal or change in status or tuition rate is made after the fourth week of instruction.



Milton Higa, Director of Administrative Services



Kathy Wong, Account Clerk

When changes by the University to the published schedule of classes precipitate a complete withdrawal, or a change from full-time to part-time status, and the changes to the published schedule have occurred after the student registered, tuition and special course fees are refunded as indicated below upon approval by the Dean of Faculty or Student Services Coordinator:

1. 100% refund if complete withdrawal is necessary and if application for refund is made within two weeks of the date of the change(s) to the published schedule.
2. The difference between the amount assessed at registration at the start of the semester and the amount assessed due to change in status if such a change is necessary and if application for refund is made within two weeks of the date of the change(s) to the published schedule.

After the required approvals have been secured by the student, the application for refund must be submitted to the campus Administrative Services Office for payment. In no case shall payment of a refund be made when a student fails to make application for refund within two weeks of date of withdrawal or change in status.

Accelerated Weekend Courses

For accelerated weekend courses that are held on Friday, and Saturdays, the following policy applies:

1. 100% refund if withdrawal is made by 4:00 p.m. on or before the last working day before the first day of instruction.
2. 80% refund if withdrawal is made by 4:00 p.m. on the first day of instruction. (This refund is not applicable to weekend courses that begin on Saturday.)
3. No refund if withdrawal is made after the first day of instruction.

Summer Session

For six-week long summer sessions, the following policy applies:

1. 100% refund for complete withdrawal from all courses only, and made on or before the last working day before the first day of instruction.
2. 80% refund if complete withdrawal or change in status is made within the first three days of instruction.
3. 40% refund if complete withdrawal or change in status is made within the fourth and sixth days of instruction.
4. No refund if complete withdrawal or change in status is made after the sixth day of instruction.

STUDENT ACTIVITY FEE REFUND POLICY

All students will be assessed a \$5.00 activity fee each semester. This fee will be waived for students enrolled in off-island programs. If complete withdrawal is necessary, 100% refund of the fee will apply if the withdrawal is made within the first two weeks of instruction. After the second week, there will be no refund.

REFUNDS FOR FINANCIAL AID RECIPIENTS

Inasmuch as financial aid is awarded to defray educational expenses, withdrawal from the University will require the repayment of funds received. If a financial aid recipient is due a tuition refund, the refund will be applied toward the federal aid programs, including the Stafford Student Loan.

RESIDENCY REGULATIONS FOR TUITION PURPOSES

Students who do not qualify as bona fide residents of the State of Hawaii, according to the University of Hawaii regulations in effect at the time they register, must pay non-resident tuition. An official determination of residency status will be made at the time of application. **Applicants may be required to provide documentation to verify residency status.** Once classified as a non-resident, a student continues to be so classified during his/her term at the college until he/she can present satisfactory evidence to the Student Services Coordinator that proves otherwise.

Some of the more pertinent University residency regulations follow. For additional information or interpretation, contact the Student Services Coordinator.

GENERALLY, ADULT (OVER 19) AND MINOR (UNDER 19) STUDENTS ARE DEEMED RESIDENTS OF THE STATE OF HAWAII FOR TUITION PURPOSES IF THE ADULT STUDENTS OR IN THE CASE OF MINOR STUDENTS, THEIR PARENTS OR LEGAL GUARDIANS, HAVE: 1) DEMONSTRATED INTENT TO RESIDE PERMANENTLY IN HAWAII, 2) BEEN PHYSICALLY PRESENT IN HAWAII FOR AT LEAST 12 CONSECUTIVE

MONTHS PRIOR TO THE FIRST DAY OF INSTRUCTION, AND 3) THE STUDENT HAS NOT BEEN CLAIMED AS A DEPENDENT FOR TAX PURPOSES FOR AT LEAST 12 MONTHS PRECEDING THE FIRST DAY OF INSTRUCTION BY PARENTS OR GUARDIANS WHO RESIDE OUTSIDE HAWAII AND ARE NOT LEGAL RESIDENTS OF HAWAII.

The *criteria* for establishing Hawaii residency are:

- a. Voting or registering to vote in the State of Hawaii
- b. Filing Hawaii Resident State Income Tax Returns
- c. Permanent employment in Hawaii
- d. Ownership of a dwelling in Hawaii
- e. Other such criteria which may apply

NO SINGLE ACT IS SUFFICIENT TO ESTABLISH RESIDENCE IN THE STATE OF HAWAII. Having registered to vote in the State of Hawaii and filing Hawaii Resident Income Tax Returns are probably the two most important considerations for establishing intent. Other legal factors involved in making a residency determination include:

- a. The 12 months of continuous residence shall begin on the date that the first overt action is taken to make Hawaii the permanent residence.
- b. Residency in Hawaii and residency in another place cannot be held simultaneously.
- c. Presence in Hawaii primarily to attend an institution of higher learning does not create resident status.
- d. The residency of unmarried students who are minors follows that of the parents or of the legal guardian. Marriage emancipates a minor.
- e. The residency of a married person may follow that of his or her spouse.
- f. Resident status, once acquired, will be lost by future voluntary action of the resident inconsistent with such status. However, Hawaii residence will not be lost solely because of absence from the state while a member of the United States Armed Forces, while engaged in navigation, or while a student at any institution of learning.

Statutory Exemptions

Non-residents may be allowed to pay resident tuition if they qualify as one of the following:

- a. United States military personnel and their authorized dependents during the period such personnel are stationed in Hawaii on active duty.
- b. Persons who are legal residents of any Pacific island or Asian district, commonwealth, territory, or insular jurisdiction, state, or nation which does not provide public institutions of higher learning.
- c. Employees of the University of Hawaii and their spouses and legal dependents.

Appeal Process

Residency decisions may be appealed by contacting the Student Services Coordinator for information on how to initiate an appeal *before* students register for classes. Appeals are heard by the Committee on Resident Status. *Resident* tuition may be paid when an appeal is pending.

Misrepresentation

A student or prospective student who provides incorrect information on any form or document intended for use in determination of resident status for tuition purposes will be subject to the requirements and/or disciplinary measures provided for in the rules and regulations governing residency status.

DELINQUENT FINANCIAL OBLIGATIONS

All students are expected to meet their financial obligations when due. These obligations include student loan payments, payment for tuition and fees, library fines, and service charges for dishonored checks. Students who fail to remit payments when due will be subject to the rules and regulations governing delinquent obligations that have been adopted by the University of Hawaii. Obligations incurred at other campuses within the University of Hawaii system will also affect a student's standing at the University of Hawaii-West Oahu.

The University shall have the right to impose sanctions such as denial of further registration, cancellation of registration, withdrawal of services and withholding of documents such as transcripts and diplomas, notation of the financial obligation on outgoing transcripts, as well as cessation of all rights and privileges which were conferred by the act of registration.



Shirley Ishikawa, Secretary

Student Services

ORIENTATION AND TESTING

All new transfer students will participate in a brief orientation session before their initial semester at the University. Students will be informed of the time and place of orientation when they register.

In conjunction with the University's Writing Competency Program as described in the Academic Program section of this catalog, a writing test will be administered immediately after the orientation session. This test will help the University identify those students who should further develop their writing skills.

STUDENT GOVERNMENT

In 1986, the students of the University of Hawaii-West Oahu organized a formal student government. Known as the Associated Students of University of Hawaii-West Oahu (ASUHWO), the governing organization's primary purpose is to plan and provide a variety of cultural, educational, and social extracurricular activities that are responsive to the interests and needs of UHWO students. Under circumstances in which student input is requested or desired, ASUHWO will be consulted to make recommendations on proposed policies to the administration.

All enrolled students are considered to be members of ASUHWO, and participation in the organization and its activities is strongly encouraged.

Those with specific interests may organize special interest clubs under the auspices of the student government. The University will provide assistance and support to its student organizations as needed.

PROGRAM ADVISING

The University of Hawaii-West Oahu believes that students function best in an intimate learning environment in which they are active contributors to their own educational planning, which includes such activities as identifying objectives, planning an educational program that includes elements of several learning modes, and developing evaluation and assessment techniques and methods that may be used to determine the contribution of planned experiences to competency attainment. Individual student educational plans or contracts may be developed by the student with a faculty member as a mentor. The plan will emphasize intellectual competence attainment in one academic area of concentration, and competency development in communications, civic, vocational, avocational and interpersonal relations. In educational planning, emphasis will be placed on the identification of educational goals and the educational experiences that enable attainment of the goals. Each student's plan will be uniquely suited to achievement of the competencies identified in his or her educational plan.

Career Advisory & Resource Center

A Career Advisory and Resource Center is being developed to assist students in exploring career and graduate educational alternatives. Career education is encouraged through exploration and discussion of each student's personal goals, interests, and abilities. Assessment of the existing job market is also reviewed. Resource books and pamphlets are available to the student.

Catalogs of all accredited colleges and universities in the United States are available in microfiche. Students are urged to use the collection in exploring graduate school alternatives.

FINANCIAL AIDS

Financial assistance in the form of scholarships, grants, loans and employment is available to students. Most are awarded on the basis of need. To apply for all forms of need-based aid, students must complete the Hawaii Edition of the Financial Aid Form (FAF) and send it for processing to the College Scholarship Service. Those who wish to apply only for a Pell Grant may do so by completing the Application for Federal Student Aid. Both forms are available at the Student Services Office.

In addition, applicants must furnish the University with documents verifying their financial circumstances, such as copies of their and/or their parents' federal income tax return, as well as complete other forms which may be required by the University.

Complete processing of all forms requires a minimum of two months. Therefore, students are urged to apply early. It is recommended that those who require assistance for the Fall semester apply by June 1. For the Spring semester, students should apply by November 1.



Student finds the staff of the Student Services Office helpful and friendly.

Priority for need-based financial aid will be given to the neediest students who meet the application deadline. For applications received after the deadline, aid will be awarded on a first-come-first-served basis, subject to the availability of funds.

Eligibility for assistance is contingent on the applicant maintaining satisfactory academic progress. Students enrolled on academic probation are not eligible for financial aid. Eligibility is established when a cumulative grade point average of 2.0 is attained.

Separate applications are required for merit-based scholarships and will be available at the Student Services Office. Deadlines will be announced in the University's student newsletter.

Questions regarding financial aid may be directed to the Student Services Specialist.

Scholarships

- Need-based

State of Hawaii Waivers: Tuition waivers awarded with priority given to bona fide Hawaii residents.

Charles R. Hemenway Scholarships: \$200–2,000 awarded by the financial aid officer to at least half-time students with preference to Hawaii residents who have character and qualities indicative of good citizenship.

- Merit-based

Ruth E. Black Scholarship: Variable amount awarded to a classified student enrolled at least half-time with minimum 3.5 cumulative University of Hawaii-West Oahu grade point average and demonstrated potential for academic growth and achievement. Preference given to students whose parent(s) is/are present or retired engineers, contractors or construction workers.

Chancellor's Scholarships: Tuition waivers for full-time classified students with a minimum University of Hawaii-West Oahu cumulative grade point average of 3.5.

Leon J. Rhodes Student Development Award: One \$1200 scholarship awarded to a junior who is enrolled full-time and has completed at least two semesters within the UH System. Eligibility is based on academic excellence and service to school/community.

Pacific-Asian Scholarships: Tuition waivers for full-time students enrolled in a program of study related to the Pacific-Asian region. Minimum cumulative grade point average of 3.5 required.

Presidential Achievement Scholarships: \$4,000, a tuition waiver, and a one-time travel grant is awarded to each of ten recipients of this highly competitive academic scholarship. Applicants must be Hawaii residents, and college juniors enrolled at the University of Hawaii-West Oahu, -Manoa, or -Hilo.

Grants

Pell Grants: For needy students enrolled at least half-time who have not yet earned a Bachelor's degree. Amount of grant is predetermined, based on the student's Student Aid Report.

Supplemental Educational Opportunity Grant (SEOG): For needy students enrolled at least half-time who have not yet earned a Bachelor's degree. Grants may range from \$100 to \$4000.



Cynthia Suzuki, Student Services Specialist

Hawaii Student Incentive Grant (HSIG): Tuition grants awarded to needy students who are eligible for the Pell Grant and who are bona fide residents of Hawaii.

Loans

State Higher Education Loan Program: Three percent interest loans for needy full-time students who are residents of Hawaii. Repayment of the loan begins one year after half-time status is terminated.

Perkins Loans: Five per cent interest loans available to qualified students who demonstrate need and are enrolled at least half-time. Repayments (interest and principal) do not begin until twelve months after the recipient drops below half-time status.

Stafford Student Loans (formerly Guaranteed Student Loans): Education loans available through commercial lending institutions such as banks and credit unions to students enrolled at least half-time. The federal government pays the interest on the loan during the "in-school" and "grace" periods (subsidy) if financial need for the loan can be demonstrated. Repayment begins six months after a recipient drops below half-time status.

PLUS Loans and Supplemental Loans for Students (SLS): Education loans available through commercial lenders at variable interest rates to financially independent students or the parents of dependent students. There is no federal subsidy for these loans, and repayment of principal and interest begins within 60 days of receiving the loan.

Short Term Loans: No interest, short term loans are available to assist students meet their educational expenses under emergency circumstances. Interested students should see the Student Services Specialist.

Student Employment

College Work Study Program: Part-time employment on or off-campus available for qualified needy students enrolled on at least a half-time basis.

On-Campus Employment: Part-time employment at the university available to students enrolled on at least a half-time basis. Priority given to students with financial need, but others are encouraged to apply. Completion of FAF not required. Contact Student Services Office for information on positions available and application procedures.

STUDENT SERVICES

Off-Campus Employment: Notices of off-campus employment opportunities are posted on the Student Services bulletin board in the UHWO Student/Faculty Lounge, and in the Library.

Note: Eligibility criteria for financial aid programs are subject to change.

STUDENT BENEFITS

Academic Advising and Counseling

Individual advising and counseling services are available to support students who are making decisions concerning their educational program and personal development. Interested students should contact the Student Services Office.

Senior Citizens

Under Act 189, the 1974 state legislature provided that residents of the State of Hawaii, 60 years old or older, are entitled to attend the University of Hawaii without payment of tuition and fees on a space available basis. Eligible senior citizens may register for classes in which space is available on the last day of registration.

Individuals interested in pursuing their educational endeavors at the University of Hawaii-West Oahu under Act 189 must provide evidence of residency in the State of Hawaii and meet the general education admissions requirements of the University.

Vietnam Veterans

Tuition waivers are available to qualified Vietnam Veterans who are bona fide residents of Hawaii and classified students at the University. For more information regarding eligibility requirements, contact the Student Services Specialist.

Armed Forces Reservists

Classified students who are members of the Hawaii National Guard or armed forces reserve units are eligible for tuition waivers if they are bona fide residents of Hawaii. To qualify, students must obtain and submit letters of certification from their unit commanders. Verification of eligibility will be issued by the Student Services Office.

Housing

On-campus housing facilities are not available at the University of Hawaii-West Oahu. Students are responsible for making their own housing arrangements.

Student Newsletter

The University of Hawaii-West Oahu publishes an informal newsletter that is distributed to all students on a regular basis. The newsletter provides students with relevant information regarding college activities and other events pertinent to student interests and goals. Students who have contributions to share are encouraged to submit them to the Student Services Office.



Sharon Yokoyama, Secretary

ALUMNI ASSOCIATION

The University of Hawaii-West Oahu Alumni Association was chartered in 1984 to promote goodwill and fellowship among its members and the University. Supporting and assisting the University of Hawaii-West Oahu in pursuing its goals, and increasing community awareness of the University's role are key objectives of the association's membership. Besides UHWO graduates, all currently enrolled students, as well as any individual interested in befriending and supporting the University, are welcome to join and participate in association activities. The Student Services Specialist serves as advisor to the organization and may be consulted for further information.

STUDENT REGULATIONS

Health Clearance

State public health regulations require that all persons enrolling in any one of Hawaii's colleges submit a certificate indicating that they are free of active tuberculosis. This requirement applies to both part-time and full-time students. The examination for tuberculosis must have been performed within twelve (12) months prior to school enrollment. The certificate must be submitted to the Student Services Office as part of the University's admission requirements.

A tuberculin skin test is required to certify freedom from active tuberculosis. If the skin test is positive, a chest x-ray will be required.

Written approval of the Department of Health must be obtained before any person found to have active tuberculosis is enrolled.

A free tuberculin skin test can be obtained at any State Health Center. In the Leeward area, students may obtain free skin tests from the Waipahu Health Center, 94-1181-A Farrington Highway (behind Waipahu HS) on Monday, Wednesday and Friday from 2:00-4:00 p.m. Skin tests are also available at Lanakila Health Center, 1722 Lanakila Ave., Honolulu on Monday, Tuesday, Wednesday and Friday from 8:00-3:30 p.m. Free x-rays may also be obtained at Lanakila Health Center.

Health insurance coverage is required of all foreign students.

VETERANS AFFAIRS

Veterans Benefits

The University is approved for veteran training, and eligible students may receive financial assistance as provided for by the Veterans' Readjustment Benefits Act and the War Orphan's Assistance Act.

Under the regulations of the Veterans Administration, benefits accruing to the student vary with the course load, the program in which enrolled and the number of dependents supported by the student. Determination of the benefits a student is eligible for is made by the Veterans Administration.

Enrollment Certification

Veterans or dependents of veterans registering at the University of Hawaii-West Oahu for the first time under any of the various Federal veterans' bills should present a proper Certificate of Education and Training or a Certificate of Eligibility and Entitlement. An Enrollment Certification will be forwarded to the Veterans Administration only after a student has submitted official transcripts of all previous college experiences and has submitted in writing a request for VA certification.

Only courses directly applicable to the veteran-student's program of study may be certified for benefits. Students should consult the Student Services Specialist each semester to insure that their proposed schedule of courses will qualify for payment.

VA Standards of Progress and Maintenance of Progress Records

Academic Standards of Progress

Academic regulations apply equally to the veteran-student and the non-veteran student at the University of Hawaii-West Oahu. For the purpose of guiding veteran-students toward successful completion of degree requirements, policies and procedures have been established in accordance with VA directives. It is the responsibility of each student to acquaint himself with the academic policies and procedures listed elsewhere in the catalog.

A veteran-student who enrolls in courses and does not attend on a regular basis, withdraws, or fails courses undertaken, except for extenuating circumstances, will be considered progressing unsatisfactorily and the Veterans Administration will be notified. To verify attendance, a monthly progress report must be submitted by the student.

Records

- The Veterans Administration will be informed when:
- (1) Appropriate credit is given for comparable work completed for previous educational training.
 - (2) A veteran-student changes his/her enrollment status.
 - (3) A veteran-student is placed on academic suspension.
 - (4) A veteran-student withdraws from a course(s) noting the last date of attendance.
 - (5) A veteran-student is in violation of the attendance policy.



Stella Asahara, Student Services Coordinator

Academic Program

The University of Hawaii-West Oahu presently confers the Bachelor of Arts degree in three areas of concentration: Humanities, Social Sciences and Professional Studies.

Students who choose to study at the University should understand that they have elected to attend a small liberal arts university with a limited curriculum. There are many benefits, however, to attending such a university. For example, there is generally more opportunity for interaction with peers and faculty than might be experienced at a larger campus. In addition, university programs place major emphasis on quality instruction and on individual student learning. It should also be pointed out that the present academic program is limited to upper-division courses only (300- and 400-level) and to those academic areas that do not require special facilities.

The University assumes that the student seeking entry will present him- or herself with a strong background of academic work taken in lower-division courses. Although latitude will be provided in interpreting the adequacy of lower-division preparation, proficiency in fundamental competencies and a basic program of lower-division course work will be a normal expectation. The University further assumes that students will select the University of Hawaii-West Oahu because they desire a general or liberal arts education. While the curriculum includes a concentration in Professional Studies, major curriculum emphasis is on a generalist approach to education and career preparation rather than on specialist training.

The organization and philosophy of the University also assume that students desire to take an active part in establishing their own educational goals and in planning their own educational programs. It is hoped that in attaining their goals, students will take full advantage of the small classes and more intimate setting to give full expression to their ideas and insights along with other members of the academic community.

Finally, by selecting the University of Hawaii-West Oahu, the student should recognize that he or she will not follow traditional patterns or course choices in earning the degree but instead will be encouraged to develop breadth and depth of knowledge in several disciplines. Although the University has certain requirements in each program area, students will be given wide latitude in developing their individual educational plans. Each educational plan should reflect the individual student's uniqueness as he or she strives for new levels of intellectual competence.

ACADEMIC AREAS OF CONCENTRATION

The Bachelor of Arts degree is currently offered in three areas of concentration:

- *Humanities*
- *Social Sciences*
- *Professional Studies*

Students electing to concentrate their study in the Humanities will take courses in English, History or Philosophy.

Students who wish to pursue a concentration in the Social Sciences will elect to take courses from: Anthropology, Economics, Political Science, Psychology or Sociology.

Students interested in a Professional Studies concentration will take courses in Business Administration or Public Administration.

Instead of concentrated study in the Humanities, Social Sciences, or Professional Studies, students may elect to pursue study related to a major theme such as American Studies, Asian Studies, Justice Administration or other themes.

GRADUATION REQUIREMENTS FOR THE BACHELOR OF ARTS DEGREE

Candidates for the Bachelor of Arts degree from the University of Hawaii-West Oahu must satisfy the following requirements for graduation:

- Credit requirements
- Grade-point average requirements
- Area of Concentration or Theme requirements
- General Education requirements (lower-division core)

1. Credit Requirements

The minimum requirement for the Bachelor's degree is 120 credits of acceptable college-level work.

(a) Of these 120 credits, a minimum of 55 must be earned in upper-division courses, or courses in the 300 and 400 series.

(b) A minimum of 30 credits must have been earned in courses taken at the University of Hawaii-West Oahu. Credits earned through "credit by examination" may not be used to fulfill this requirement.

(c) The maximum number of credits from community college courses, or other courses in the 100 and 200 series, and credit/no credit courses applicable to this requirement are as follows:

- (1) From community college, or other lower-division program, 65 college-level credits; and
- (2) From credit/no credit courses, 24 college-level credits.

These credits must be transfer credits, since the University of Hawaii-West Oahu does not offer credit/no credit courses.

2. Grade Point Average Requirements

Three averages, each 2.0 or higher, are required for graduation:

(a) An average based on all courses completed at the University of Hawaii-West Oahu

- (b) An average based on all courses completed at the University of Hawaii-West Oahu and other colleges
- (c) An average based on all upper-division courses completed in the Area of Concentration or Theme.

3. Area of Concentration Requirements

The University of Hawaii-West Oahu presently offers the Bachelor of Arts degree in three Areas of Concentration: Humanities, Social Sciences, and Professional Studies. Students seeking the degree must complete a minimum of 36 upper-division credits in one concentration, or theme, as follows:

(a) Humanities

- (1) Six credits in Humanities Basic courses
- (2) Twenty-four credits in English, History, Philosophy or theme (American, Asian, European or Pacific Studies)
- (3) Six credits in one additional Humanities field

(b) Social Sciences

- (1) Six credits in Social Sciences Basic and Skills courses
- (2) Twenty-one credits in one Social Sciences field
- (3) Nine credits in one additional Social Sciences field or theme-related courses from the Humanities or Professional Studies divisions

(c) Professional Studies

- (1) Six credits in Professional Studies Basic or Skills courses
 - (2) Up to thirty credits in Business Administration, Public Administration, or theme (International Business, Justice Administration or Health Administration)
 - (3) Six to nine credits in a complementary field
- (d) Credit distribution in theme-related study will vary from program to program. Requirements for those students who elect theme study should be determined in consultation with an academic advisor.

4. Lower Division General Education Requirements

Because the University of Hawaii-West Oahu does not offer lower division courses, it is assumed that all lower division work will have been completed at a community college or four-year college. Credits from any accredited college or university will be evaluated to determine whether lower division general education requirements established by the University have been met.

Any student who has successfully completed the requirements for an Associate of Arts degree at one of the University of Hawaii's community colleges will be considered to have met the necessary general education requirements. For other students, the following credit requirements, by general academic area, must be completed at the lower-division level:

(a) Humanities and Language Arts:

18 semester hours selected from at least three of the following: Art, English, History, Language, Music, Philosophy, Religion, Speech, and Area Studies.

(b) Social Sciences:

15 semester hours selected from at least three of the following: Anthropology, Economics, Business, Ethnic Studies, Geography, Sociology, Political Science, Psychology and Education.



June Tanabe, Secretary

(c) Natural Sciences:

12 semester hours selected from courses in Biology, Chemistry, Computer Science, Engineering, Geography, Geophysics, Mathematics and Physics.

Certification of course work completed to meet these requirements will be made by the Student Services Office.

While a minimum of 45 credits (18 Humanities, 15 Social Sciences, 12 Natural Sciences) is required to fulfill the general education requirement and A.A. degree-holders are considered to have met the requirement, this does **not** mean that students with A.A. degrees are granted a minimum of 45 credits. For all students, transfer credits will be determined by an evaluation of courses completed. Only courses applicable to the Bachelor of Arts degree will be accepted.

5. Writing Competence Requirements

In response to the growing need to ensure that each graduate of the University of Hawaii-West Oahu is a competent writer, the college has introduced a modified writing across the curriculum program. This program seeks to provide students with an evaluation of their writing and with a follow-up writing improvement plan based on individual needs. The program also establishes criteria for minimum competence in writing at the upper division level.

Writing Sample

In order to assess writing competence, the University requires that students attend a one hour writing session held at the beginning of their first semester. At this session students will produce samples of their writing for analysis. These samples will be evaluated by the faculty. Students writing below expectations will be encouraged to seek further writing instruction during their first year at the University of Hawaii-West Oahu.

DEGREE ALTERNATIVES

It is possible for students entering the University of Hawaii-West Oahu with a Bachelor's degree from another college or university to earn a second Bachelor's degree in a different academic field. It is also possible for students working toward their first Bachelor's degree at the University of Hawaii-West Oahu to declare two Areas of Concentration for dual degrees. In cases where a student chooses more than one specialization under the same Area of Concentration, only one degree will be awarded. Students interested in either of these alternatives must consult with the Student Services Coordinator.

COMMENCEMENT

Students who are nearing completion of their program must submit an application for graduation at the beginning of their final semester to receive their degrees. Degrees are formally conferred at a commencement ceremony conducted at the end of the Spring semester. Students who have completed their program requirements in the preceding summer or fall semester are encouraged to return for graduation. Participants are required to wear caps and gowns, which may be purchased for a nominal fee.

THE CURRICULUM

The University of Hawaii-West Oahu's curriculum offering allows the student to develop a program of study in one of three Areas of Concentration which are provided by the respective Divisions: Humanities, Social Sciences and Professional Studies. Requirements in each area assure the attainment of both breadth and depth of knowledge in the chosen field. Each of the three Areas of Concentration is described more fully in the sections which follow.

1. The **Humanities Area of Concentration** requires the student to specialize in either English, History, or Philosophy and to gain breadth in the Humanities by taking course work in a field that complements the specialization; for example, a student who decides to specialize in History must also take courses in English or Philosophy. In addition, Humanities Basic courses, which attempt to integrate knowledge from several disciplines, must also be taken. Although not required, Skills courses related to study in the Humanities may be included in the student's educational plan.

While fulfilling Area of Concentration requirements, Humanities students may also elect to pursue study in a broad theme such as American Studies or Asian Studies. In developing a theme-related program, the student may select courses from several disciplines, including disciplines in Social Sciences and Professional Studies, that contribute to knowledge and understanding of the theme chosen.

All students concentrating study in the Humanities are required to complete a Senior Project or Practicum.

2. The **Social Sciences Area of Concentration** requires the student to specialize in Anthropology, Economics, Political Science, Psychology, or Sociology, and to gain breadth in the Social Sciences by taking course work in at least one field or theme in addition to the specialization; for example, a student who chooses to specialize in Psychology may also take courses in Anthropology or Sociology. In addition, Social Sciences Basic courses, which attempt to integrate knowledge from several disciplines, and/or Skills courses related to study in the Social Sciences must also be taken.

While fulfilling Area of Concentration requirements in the Social Sciences, students may elect to pursue study in a broad theme. In developing a theme-related program, the student will select courses from several disciplines, including disciplines in Humanities and Professional Studies, that contribute to knowledge and understanding of the theme selected.

All students concentrating study in the Social Sciences are required to complete a Senior Project.



Dean Mayer reviews educational plan with Dr. Newton

3. The **Professional Studies Area of Concentration** allows the student to specialize in Business Administration or Public Administration and to gain breadth of experience in Professional Studies by taking courses in the field that complement the specialization; for example, the student who specializes in Business Administration will also take courses in Economics. In addition, Basic courses which attempt to integrate knowledge in Professional Studies and/or Skills courses related to study in the concentration are also required.

Professional Studies also provides the student with a specific program of theme-related study in Justice Administration, Health Administration and International Business. In addition, students may develop their own programs with the assistance of an academic advisor.

Students concentrating study in Professional Studies are required to complete a Senior Project or Practicum.

Division of Humanities

The Division of Humanities provides students with the option of specializing in English, History, or Philosophy or, students may elect to study such themes as American, Asian, European or Pacific Studies. To complement the specialization, study in one additional Humanities field must also be undertaken.

An Area of Concentration in the Humanities also requires that Basic courses be taken. Basic courses are designed to introduce the student to the broad concepts and ideas explored in the Humanities. Skills courses, which offer the student an opportunity to improve skills such as communications, research and analysis associated with study in the Humanities, may be taken as electives.

AREA OF CONCENTRATION REQUIREMENTS

Students concentrating their study in the Humanities should complete 36 credits as follows:

1. Six credits in Humanities Basic courses.
2. Twenty-four credits in English, History, Philosophy or American, Asian, European or Pacific Studies, including a Senior Project and/or a Practicum.
3. Six credits in one additional Humanities field.

HUMANITIES SKILLS REQUIREMENTS

Certain basic skills are associated with study in the Humanities. Students are encouraged to develop competency in the following:

1. Writing
2. Library research
3. Analysis and criticism of humanistic works

Humanities students are encouraged to select electives from the Social Sciences and Professional Studies Divisions.

Humanities Basic and Skills Courses (Hum)

Students concentrating their study in the Humanities must take a minimum of six credits in Humanities Basic courses. Basic courses are designed to introduce the student to the basic concepts guiding the evolution of the Humanities and recent developments that are likely to determine its future.

Humanities Basic Courses

Hum 301
(Alpha)

Studies in the Western Tradition (3)

Multidisciplinary examination of the traditional or modern experiences of Western societies and institutions. *Course content will vary. Course may be repeated for credit with permission of the instructor.*

Hum 302
(Alpha)

Studies in the Eastern Tradition (3)

Multidisciplinary examination of the traditional or modern experiences of Asian societies and institutions. *Course content will vary. Course may be repeated for credit with permission of the instructor.*

Hum 303
(Alpha)

Comparative Traditions: Eastern and Western (3)

Multidisciplinary examination of universal themes as expressed in both western and eastern cultures. *Course content will vary. Course may be repeated for credit with permission of the instructor.*

Humanities Skills Courses

Students may also elect to take Humanities Skills courses. Such courses should be taken based on the individual student's competency goals.

Hum 310

Writing Skills (3)

A writing course designed to help students plan, develop, organize, and edit reports, essays and research papers. Emphasis is placed on writing with clarity, power, and correctness.

Hum 311

Creative Writing (3)

A workshop dealing with the essays, poems, stories and plays written by the students. Emphasis will be on self-expression, but attention will also be paid to publication.

Hum 312

Public Speaking (3)

Study and practice of communication skills in small and large groups; emphasis on overcoming nervousness and speaking effectively and persuasively through exercises in creative dramatics and public speaking.

HUMANITIES

Hum 313 **Communication Skills for Administrators (3)**
A study of both writing and public speaking for the improvement of communication for managers. (Cross-listed with ProSt 313)

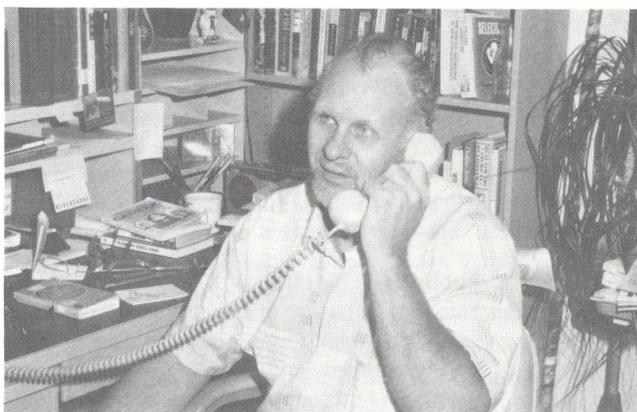
Hum 315 **Research Methods in the Humanities (3)**
Analysis of sources and evaluation of methods of research. Research may be undertaken in the student's field of special interest.

Humanities: Experiential Learning

The Humanities Practicum or Senior Project should be planned as an integral part of the student's educational plan and should complement knowledge acquired in more formal learning experiences. Only when students are sufficiently well prepared in their chosen field to benefit from experiential learning should they elect off-campus learning experiences such as those provided in the Practicum or Senior Project.

Hum 486 **Senior Project (v)**
With assistance from an advisor, students will complete a project based on original or library research related to a particular problem or issue in the chosen field of study. Students will share the results of this learning process with peers and will assist each other in refining communication skills, developing research and information retrieval techniques, and other research-related competencies. (Prerequisite: consent of instructor)

Hum 490 **Humanities Practicum (v)**
Students are provided an internship with an appropriate community agency. As an intern, the student is delegated the responsibility of developing the solution to a well-defined problem or is asked to complete a relevant task. Students report on the experience using their understanding of the field in which they are working. (Prerequisite: consent of instructor)



Henry Chapin, Professor of English

SAMPLE: HUMANITIES SPECIALIZATION	
<i>Area of Concentration: Humanities</i>	
<i>Specialization: History</i>	
Humanities Requirements: (36 credits)	
	Credits
Humanities Basic Courses	6
History Specialization	24
Second Humanities Field	6
TOTAL	36
Electives: Based on Competency Goals: (19-29 credits)	
	Credits
Additional courses should be taken in Social Sciences and Professional Studies	
	19-29
TOTAL UPPER DIVISION CREDITS	
	55-65

Humanities Academic Discipline Specializations

English (Eng)

Program Requirements:

For students specializing in English, 24 credits are required, including the following courses:

1. **Hum 486: Senior Project** or **Hum 490: Humanities Practicum**
2. **Eng 312: Approaches to Literature**
3. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.

Eng 312 **Approaches to Literature (3)**
An examination of the nature and value of literature, definition of the major literary genres, and considerations of the various approaches of literary criticism.

Eng 334 **Literary Types (3)**
An examination of one or more literary genres such as comedy, tragedy, epic, or lyric.

Eng 355 **World Literature: Europe (3)**
Readings in representative European authors designed to introduce the student to the style and vision of particular countries and periods and literary movements, and to allow a detailed examination of works by individual authors.

- Eng 370 **World Literature: Asia** (3)
Readings in representative works and authors—in translation—from China, Japan, Korea and India to provide the student an overview of the development and relationships of Asian literary traditions, as well as the opportunity to study individual authors in detail.
- Eng 420 **English Literature I** (3)
A study of English literature from Beowulf to the 18th century.
- Eng 421 **English Literature II** (3)
A study of English literature with emphasis on the Romantics, the Victorians, and early moderns.
- Eng 425 **Seventeenth Century Poetry and Prose** (3)
A study of the major writers of the Seventeenth Century, including Shakespeare, Donne, Milton, Herbert, Bunyan, Bacon and others. The metaphysical poets will be studied as well.
- Eng 426 **The Enlightenment and English Literature** (3)
A study of the major writers of the Eighteenth Century, including Pope, Johnson, Defoe, and Swift.
- Eng 430 **Irish Literature** (3)
A study of Irish writing as it reflects and comments on Irish life and history, particularly in the Twentieth Century. Writers such as James Joyce, William Butler Yeats, Frank O'Connor, Sean O'Faolain, and John Millington Synge will be read in addition to others.
- Eng 445 **Shakespeare** (3)
A selection of histories, comedies and tragedies will be studied.
- Eng 471 **The American Renaissance** (3)
A study of such writers of the nineteenth century as Emerson, Whitman, Poe, Melville, Hawthorne, Thoreau, Dickinson and others.
- Eng 473 **Modern American Literature** (3)
A study of prose and poetry from the beginning of the century to the present.
- Eng 474 (Alpha) **Major American Authors** (3)
A study of from one to four important American authors. *Course content will vary. Course may be repeated for credit with permission of the instructor.*
- Eng 484 **The Literature of Hawaii** (3)
A study of writers who either came from or have written about Hawaii. This course may begin with 19th century "sojourner literature" and will emphasize the modern writers.
- Eng 487 **Modern Poetry** (3)
A study of both English and modern American poetry. Attention will be paid to Keats, Eliot, Pound, Williams, Stevens, and others.
- Eng 488 **Modern Fiction** (3)
A study of modern fiction from both England and America. Ideas on the nature of narration and the moral imagination will be considered.
- Eng 495 (Alpha) **Literary Themes** (3)
Select courses such as the following may be offered: Women in Literature, Passages in Literature, Sports in Literature, Mythology in Literature and Law in Literature.
- Eng 499 **Directed Reading and Research** (v)
Individual projects in various subjects. To be arranged with the instructor. Reserved for advanced students who have completed at least three English courses.

History (Hist)

Program Requirements:

1. For students specializing in History, 24 credits are required; a minimum of one course must be taken in each of the following: American History, Asian History, European History, and Pacific History. **Hum 486: Senior Project** or **Hum 490: Humanities Practicum** is required.
2. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.

Note: Admission to all courses is predicated on the successful completion of a lower division, introductory course in the discipline. Nine credits in a foreign or the Hawaiian language are suggested for students specializing in History; three of the nine credits may be substituted with a cultural course in the same area.

- Hist 311 **Chinese Culture** (3)
A topical survey of Chinese civilization from its origins to the 17th century. Traces the major themes of Chinese civilization and assesses Chinese cultural contributions. Emphasis on philosophical, literary and historical traditions.

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- Hist 312 **Modern China** (3)
A historical survey of China from the 17th century to the present, placing major emphasis on political and social developments, especially in the 20th century.
- Hist 321 **Japanese Culture** (3)
Examines the major aesthetic themes in Japanese civilization: the development of the Zen ethic and the emergence of the *bushido* or *samurai* spirit. Other currents such as the adaptation of foreign values to the Japanese setting and the recurrence of Japanese patterns, will also be stressed. Surveys Japan's religious, philosophical and literary as well as historical traditions.
- Hist 322 **Modern Japan** (3)
A survey of Japanese history and culture from the 18th century with emphasis on developments in the 20th century. Considers topically major themes and issues of Japan's emergence to world prominence.
- Hist 328 **Modern Korea** (3)
A political and cultural survey of Korea. Will assess Korea's role in East Asian politics during traditional times and its unique position in contemporary international relations. Will use divided Korea as a case study of the communist vs. "capitalist" ideology in Asia.
- Hist 338 **Modern European History** (3)
Primarily a discussion course, concentrating selectively on critical issues in Western thought from the 18th century to the 20th century and major developments in culture and the arts. Readings from historical works, novels and art history.
- Hist 346 **The Idea of France** (3)
A study of France as a creative challenge to the West. Major political, social, and intellectual developments from the Renaissance to De-Gaulle: Louis XIV, the Enlightenment, Revolution, Napoleon, the Commune. (Available as an independent study course only)
- Hist 354 **History of Russia** (3)
A survey of the growth of civilization in Russia with major emphasis on the social and cultural life of the Russian people. At least one major Russian novel will be read along with historical works. The influence of national character and historical developments on the evolution of the USSR is given particular attention.



Dr. Alethea takes time to explain a philosophical theory to a student

- Hist 374 **American Intellectual History** (3)
An analysis of selected topics in the History of American thought. The themes and periods treated from one semester to another vary. However, emphasis is placed on the relationships between political theory, literature and philosophy.
- Hist 384 **Hawaii** (3)
Survey of the social, economic and political history of the Islands from the earliest times to the present. Emphasis is on the elements of change and continuity that have shaped the culture and history of the Islands. The contributions of the diverse ethnic groups will be stressed.
- Hist 385 **Japanese in Hawaii** (3)
An analysis of the experience of Japanese immigrants and their descendants in Hawaii with emphasis on the cultural legacy of Japan, the problems created by American nativist feelings, and the search for identity by Japanese Americans within Hawaiian society.
- Hist 393 **U.S. Military History** (3)
A survey of American wars, warriors, and strategic thought from the Revolutionary War to Vietnam.
- Hist 433 **Middle Ages, 300-1300 A.D.** (3)
Development of European civilization through the coalescence of the classical tradition, Christian religion, and Germanic society. Examines cultural, political, and intellectual advances that accompany the High Middle Ages.

- Hist 462 **The Formative Years: U.S. History 1763–1841** (3)
Among the subjects to be covered: the colonial legacy, causes of the revolution, independence, constitution, the Federalist decade, Jeffersonianism, diplomatic foundations of the new nation, the Age of Jackson, the foundations of American political and social development.
- Hist 463 **U.S. History 1840–1920** (3)
An examination of the dislocations caused by sectionalism, the Civil War, industrialism, immigration, and urban growth; and the efforts of reformers and government to deal with them.
- Hist 464 **The Triumph of Mass Culture: The United States Since 1920** (3)
Political developments viewed in the context of America as a revolutionary new technological culture. Emphasis is given to the radical change in life-style, family patterns, and national purpose in the "American century."
- Hist 466 **The United States in the Pacific** (3)
While the growth of economic and political interests in the Pacific is surveyed, major emphasis is given to the clash of cultures created by America's activities in the region. Special attention is given to Hawaii's role as America's outpost in the Pacific in mid-20th century.
- Hist 470 **Literature as History** (3)
An examination of works whose popularity offers valuable insights into the historical periods in which they were written. The books will be studied for their cultural and historical importance as well as their literary merit. Among the works to be covered: Henry Adams, *Democracy*; F. Scott Fitzgerald, *The Great Gatsby*; John Steinbeck, *The Grapes of Wrath*. Taught primarily as a seminar.
- Hist 482 **Pacific Islands** (3)
European impact and native response in major island groups from exploration to annexation, trusteeship and independence.
- Hist 485 **Twentieth Century Hawaii** (3)
An examination of twentieth century Hawaii emphasizing social and political developments. The formation of labor, the impact of World War II and the growth of the Democratic Party will be studied to understand the dynamics of contemporary island life.

- Hist 496 (Alpha) **Selected Topics in History** (3)
Topics selected will be based on program relevancy and student interest. *May be repeated for credit with permission of the instructor.*

- Hist 499 **Directed Readings** (v)
Individual projects in various fields. To be arranged with the instructor.

Philosophy (Phil)

Program Requirements:

1. For students specializing in Philosophy, successful completion of **Phil 301** or one lower division course such as Introduction to Philosophy, Logic or History of Philosophy is required. In upper division, 24 credits are required, including **Phil 300** and **Phil 470** and **Hum 486: Senior Project** or **Hum 490: Humanities Practicum**.
2. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.

- Phil 300 **Ancient Philosophy for Modern Students** (3)
Study of the basis of modern thought and practice in the ancient philosophers and schools from the origins of Greek philosophy to the triumph of Christianity. Emphasis on the formation of those Western ideas and ideals most pertinent to contemporary society. Recommended for all students in Humanities and Social Sciences.

- Phil 301 **Modern Philosophy** (3)
Upper division introduction to philosophy for students with little or no background in philosophy. Covers those philosophies from the 17th century to the present which have had the greatest impact on the making of the modern mind and on the development of contemporary civilization.

- Phil 304 **Perspectives on Human Nature** (3)
What does it mean to be human? Do human beings have a purpose? Examination of the literary and philosophical visions of human nature from the Greeks to the present. Consideration of the relations between humans and animals, and humans and computers. Discussion of the attempts by contemporary systems analysts, neurologists, biologists, and social scientists to develop an adequate definition of human nature. (Cross-listed with Psy 304)

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- Phil 308 **The Nature of Science for Non-Scientists** (3)
Examination of major ideas in the history of science and of contemporary perspectives on the methods, role, and purpose of science in human life. Students will gain an understanding of scientific ideas from a humanistic point of view and of the relationships of science to our non-scientific concerns.
- Phil 310 **Understanding Contemporary Philosophy** (3)
Study of the 20th century thinkers and ideas which have most influenced contemporary life. Studies the relations of thought and action, attempts to resolve the age-old human dilemmas by new techniques of analysis and description, evolutionary thinking, the crisis of the individual in the technological world and other contemporary issues. Recommended for students in all divisions.
- Phil 311 **Philosophy of Law** (3)
Why do we have laws? Study of the origin and justifications of legal systems, who makes the laws, what makes laws just, and the relation of law to ethical and other non-legal values. (Cross-listed with PubAd 311)
- Phil 325 **Philosophy of Economics** (3)
Examination of the philosophical basis of Western economic systems. Emphasis on the conception of man, the role of economics in social life, and the vision of society from Adam Smith to the present. (Cross-listed with Econ 325)
- Phil 401 **Existentialism and the Human Condition** (3)
Study and application of philosophical and psychological theories dealing with human consciousness, integrity, choice and responsibility. Includes literary and cinematic attempts to express these concerns.
- Phil 402 **Historical and Philosophical Foundations of Modern Psychology** (3)
This course focuses on current psychological theories (e.g., behaviorism, humanism, psychoanalysis) and traces their development through both Asian and Western philosophical traditions. (Cross-listed with Psy 402)
- Phil 435 **The Religious Dimension of Human Life** (3)
Examination of problems concerning the existence and nature of God, the human need for religion, types of religious experience, immortality and the attempts of modern social and physical sciences to understand and interpret religion.
- Phil 470 **Studies in Asian Philosophy** (3)
Examination of the philosophy and practice of selected philosophical schools of Asia. Emphasis is upon those schools which present living options and which may enrich and enhance Western ways of thought and action.
- Phil 481 **Ethics and Administration** (3)
Consideration of the ethical problems that face administrators in the public and private sectors from a theoretical point of view and in application to particular cases. Such issues as corporate responsibility to communities, shareholders, and competitors, bribery, honesty, racialism, ecology, and false or misleading advertising will be discussed. (Cross-listed with BusAd 481 and PubAd 481)
- Phil 496 (Alpha) **Selected Topics in Philosophy** (3)
Topics selected will be based on program relevancy and student interest. *May be repeated for credit with permission of the instructor.*
- Phil 499 **Directed Readings** (v)
Individual projects in various fields. To be arranged with the instructor.

HUMANITIES: THE THEME LEARNING MODE

Studies in the Humanities focus on the human condition and the achievements and interests of men and women throughout the ages, including the study of literature and language, history, art, music, dance and other fields. Typically, students who specialize in one humanities field tend to have only a limited grasp of the breadth of the humanities and their contribution to the understanding of the human condition.

In an effort to provide an alternative to specialization, the Division of Humanities offers several programs of study in the theme learning mode. Several themes have been identified and courses from different disciplines selected which contribute to knowledge and understanding of these themes. Presently theme study is limited to the following: American Studies, Asian Studies, European Studies and Pacific Studies.

It is believed that taking courses from several disciplines selected because of their potential contribution to knowledge and understanding of a broad theme will better enable the student to appreciate the interdisciplinary nature of man's knowledge and the importance of this knowledge in understanding the significance of man's (and woman's) achievements in understanding the human condition.

Students electing to pursue study in a Humanities theme should consult with their program advisor before beginning course work.

SAMPLE: HUMANITIES THEME

Area of Concentration: **Humanities**
 Specialization: **American Studies Theme**

Humanities Requirements: (36 credits)

	Credits
Humanities Basic Courses	6
American Studies Theme	24
History, English or Philosophy	6
TOTAL	36

Electives: Based on Theme Requirements: (19–29 credits)

	Credits
Additional courses should be taken in Social Sciences and Professional Studies	19–29
TOTAL UPPER DIVISION CREDITS	55–65

Theme 1: American Studies

Program Requirements:

American Studies is an interdisciplinary program that draws on knowledge from several disciplines. To specialize in American Studies, the student should develop a program of study that includes:

1. A minimum of 24 credits of course work in American Studies-related courses, including Hum 486: Senior Project or Hum 490: Practicum, and 6 credits in a field complementing the theme.
2. **Am St 395: American Studies Seminar** is required; **Hist 374: American Intellectual History** is strongly recommended.
3. Six to nine credits in American Studies-related courses from the following: Anthropology, Economics, Political Science, or Sociology.

Note: American Studies programs must be planned with a program advisor.

American Studies

- Am St 395 **American Studies Seminar (3)**
 An introduction to the interdisciplinary methodology developed by students of American culture over the past half-century. The course will deal with American novels and criticism.
- Am St 496 (Alpha) **Topics in American Studies (3)**
 Selected topics of contemporary social and cultural interest to be announced each semester. *Topics selected will be based on program relevancy and student interest. May be repeated for credit with permission of instructor.*

Economics

Econ 311 **Hawaii's Economy (3)**
 Economic history of Hawaii from pre-Captain Cook to the present, current economic problems, trends and alternative economic futures for Hawaii (Prerequisites: Econ 120, 150/131, or 151/130 or consent of instructor)

Econ 396 **Contemporary Economic Issues (3)**
 Explores the relevance of economic principles to such current economic problems as inflation, unemployment, balance of payments, energy crisis, distribution of income, discrimination and other topics of current interest. Approach will be analytical, with the student posing and analyzing problems using economic concepts. (Prerequisites: Econ 120, 150/131, or 151/130 or consent of instructor)

English

Eng 471 **The American Renaissance (3)**
 A study of such writers of the nineteenth century as Emerson, Whitman, Poe, Melville, Hawthorne, Thoreau, Dickinson and others.

Eng 473 **Modern American Literature (3)**
 A study of prose and poetry from the beginning of the century to the present.

Eng 474 **Major American Authors (3)**
 A study of from one to four important American authors.

Eng 495 (Alpha) **Literary Themes (3)**
 Select courses such as the following may be offered: Women in Literature, Passages in Literature, Sports in Literature, Mythology in Literature, and Law in Literature.



Daniel Boylan, Professor of History

HUMANITIES

History

Hist 374 **American Intellectual History (3)**
An analysis of selected topics in the history of American thought. The themes and periods treated from one semester to another vary. However, emphasis is placed on the relationships between political theory, literature and philosophy.

Hist 384 **Hawaii (3)**
Survey of the social, economic and political history of the Islands from the earliest times to the present. Emphasis is on the elements of change and continuity that have shaped the culture and history of the Islands. The contributions of the diverse ethnic groups will be stressed.

Hist 385 **Japanese in Hawaii (3)**
An analysis of the experience of Japanese immigrants and their descendants in Hawaii with emphasis on the cultural legacy of Japan, the problems created by American nativist feelings, and the search for identity by Japanese Americans within Hawaiian society.

Hist 393 **U.S. Military History (3)**
A survey of American wars, warriors, and strategic thought from the Revolutionary War to Vietnam.

Hist 462 **The Formative Years: U.S. History 1763–1841 (3)**
Among the subjects to be covered: the colonial legacy, causes of the revolution, independence, constitution, the Federalist decade, Jeffersonianism, diplomatic foundations of the new nation, the Age of Jackson, the foundations of American political and social development.

Hist 463 **U.S. History 1840–1920 (3)**
An examination of the dislocations caused by sectionalism, the Civil War, industrialism, immigration, and urban growth; and the efforts of reformers and government to deal with them.

Hist 464 **The Triumph of Mass Culture: The United States Since 1920 (3)**
Political developments viewed in the context of America as a revolutionary new technological culture. Emphasis is given to the radical change in life-style, family patterns, and national purpose in the "American century."

Hist 466 **The United States in the Pacific (3)**
While the growth of economic and political interests in the Pacific is surveyed, major emphasis is given to the clash of cultures created by America's activities in the region. Special attention is given to Hawaii's role as America's outpost in the Pacific in mid-20th century.

Hist 470 **Literature as History (3)**
An examination of works whose popularity offers valuable insights into the historical periods in which they were written. The books will be studied for their cultural and historical importance as well as their literary merit. Among the works to be covered: Henry Adams, *Democracy*; F. Scott Fitzgerald, *The Great Gatsby*; John Steinbeck, *The Grapes of Wrath*. Taught primarily as a seminar.

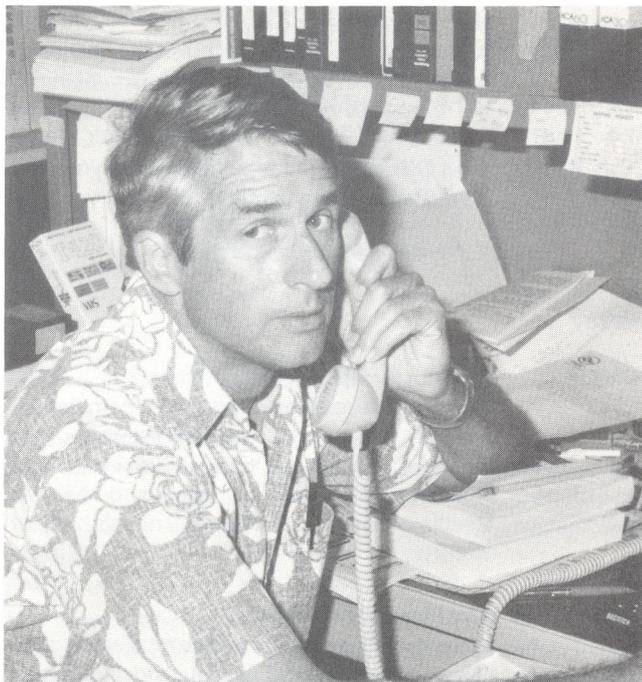
Hist 485 **Twentieth Century Hawaii (3)**
An examination of twentieth century Hawaii emphasizing social and political developments. The formation of labor, the impact of World War II and the growth of the Democratic Party will be studied to understand the dynamics of contemporary Island life.

Political Science

PolSc 330 **American National Government (3)**
An in-depth analysis of American political institutions. Emphasis on previous research by political scientists and potential research topics related to American politics and government.

PolSc 406 **Contemporary Problems of Justice Administration in America (3)**
Survey of major issues and problems related to the administration of justice in America. Such issues as politics and administration of justice, police discretion, prosecutorial discretion, plea bargaining, criminal defense, trial and sentencing, probation and parole will be discussed. (Cross-listed with PubAd 406)

PolSc 425 **Urban Politics (3)**
This course involves a study of the theory, process and development of political and administrative institutions in American cities and communities. Political institutions are treated as social mechanisms which generate, restrain and control social conflict.



Edward Shultz, Professor of History

Theme 2: Asian Studies

Program Requirements:

Asian Studies is a program of study that draws on the knowledge of several disciplines. To specialize in Asian Studies, the student should develop a program that includes:

1. A minimum of 12 credits in Asian History and 3 credits in both Philosophy and Literature.
2. **PolSc 450: Asian Politics** should also be taken, or another approved Asian Studies-related course.
3. A Senior Project or Practicum must also be taken.

Note: Asian Studies programs must be planned with a program advisor.

English

Eng 370
(Alpha)

World Literature: Asia (3)

Readings in representative works and authors—in translation—from China, Japan, Korea and India to provide the student an overview of the development and relationships of Asian literary traditions, as well as the opportunity to study individual authors in detail. *Course content will vary. Course may be repeated for credit with permission of the instructor.*

Eng 495
(Alpha)

Literary Themes (3)

Select courses such as the following may be offered: *Women in Literature, Passages in Literature, Sports in Literature, Mythology in Literature, and Law in Literature.*

History

Hist 311

Chinese Culture (3)

A topical survey of Chinese civilization from its origins to the 17th century. Traces the major themes of Chinese civilizations and assesses Chinese cultural contributions. Emphasis on philosophical, literary and historical traditions.

Hist 312

Modern China (3)

A historical survey of China from the 17th century to the present, placing major emphasis on political and social developments, especially in the 20th century.

Hist 321

Japanese Culture (3)

Examines the major aesthetic themes in Japanese civilization: the developments of the Zen ethic and the emergence of the *bushido* or *samurai* spirit. Other currents such as the adaptation of foreign values to the Japanese setting and the recurrence of Japanese patterns, will also be stressed. Surveys Japan's religious, philosophical and literary as well as historical traditions.

Hist 322

Modern Japan (3)

A survey of Japanese history and culture from the 18th century with emphasis on developments in the 20th century. Considers topically major themes and issues of Japan's emergence to world prominence.

Hist 328

Modern Korea (3)

A political and cultural survey of Korea. Will assess Korea's role in East Asian politics during traditional times and its unique position in contemporary international relations. Will use divided Korea as a case study of the communist vs. "capitalist" ideology in Asia.

Philosophy

Phil 470

Studies in Asian Philosophy (3)

Examination of selected philosophical schools and tendencies in Asia, ancient and modern. Emphasis is upon those schools which present living options and which may enrich and enhance Western ways of thought and action.

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Political Science

PolSc 352 **Comparative Public Administration** (3)
Comparative ecology of public administration in selected countries; analysis of similarities and differences in administrative structures and functions in developed and developing nations; practicalities of cross-cultural transferability of administrative concepts and processes. (Cross-listed with PubAd 352)

PolSc 450 **Asian Politics** (3)
This course examines the political and social factors which determine domestic and foreign policy in China, Japan, India, and other Asian nations. Topics covered include: political development, governmental processes and institutions, the forces shaping political decisions, and the process of revolution.

Theme 3: European Studies

Program Requirements:

European Studies is a program of study that draws on the knowledge of several disciplines. To specialize in European Studies, the student should develop a program that includes:

1. A minimum of 24 credits in European literature, European history, Philosophy and Political Science, with a minimum of 12 credits of the 24 credits in either European literature or history.
2. A Senior Project or Practicum is also required.

Note: European Studies programs must be planned with a program advisor.

English

Eng 355 **World Literature: Europe** (3)
Readings in representative European authors designed to introduce the student to the style and vision of particular countries and periods and literary movements, and to allow a detailed examination of works by individual authors.

Eng 420 **English Literature I** (3)
A study of English literature from Beowulf to the 18th century.

Eng 421 **English Literature II** (3)
A study of English literature from the Romantics to the present.

Eng 430

Irish Literature

(3)
A study of Irish writing as it reflects and comments on Irish life and history, particularly in the Twentieth century. Writers such as James Joyce, William Butler Yeats, Frank O'Connor, Sean O'Faolain, and John Millington Synge will be read in addition to others.

History

Hist 338

Modern European History

(3)
Primarily a discussion course, concentrating selectively on critical issues in Western thought from the 18th century to the 20th century and major developments in culture and the arts. Readings from historical works, novels, and art history.

Hist 346

The Idea of France

(3)
A study of France as a creative challenge to the West. Major political, social, and intellectual developments from the Renaissance to De-Gaulle: Louis XIV, the Enlightenment, Revolution, Napoleon, the Commune. (Available as an independent study course only)

Hist 354

History of Russia

(3)
A survey of the growth of civilization in Russia with major emphasis on the social and cultural life of the Russian people. At least one major Russian novel will be read along with historical works. The influence of national character and historical developments on the evolution of the USSR is given particular attention.

Hist 433

Middle Ages, 300–1300 A.D.

(3)
Development of European civilization through the coalescence of the classical tradition, Christian religion, and Germanic society. Examines cultural, political, and intellectual advances that accompany the High Middle Ages.

Philosophy

Phil 300

Ancient Philosophy for Modern Students

(3)
Study of the basis of modern thought and practice in the ancient philosophers and schools from the origins of Greek philosophy to the triumph of Christianity. Emphasis on the formation of those Western ideas and ideals most pertinent to contemporary society. Recommended for all students in Humanities and Social Sciences.

Political Science

PolSc 300 **Political Theory and Ideology (3)**
 This course provides a historical and analytical survey of political theory and ideologies from the Greeks to the present. The works of such authors as Plato, Aristotle, Machiavelli, Hobbes, Locke, Rousseau, Burke, Mill, Marx, Lenin, Confucius, and Mao are covered.

Theme 4: Pacific Studies

Program Requirements:

Pacific Studies is an interdisciplinary program of study that utilizes the knowledge of several disciplines. To specialize in Pacific Studies the student should develop a program that includes:

1. A minimum of 12 credits in the Humanities (History and English), 6 credits in the Social Sciences (Anthropology, Economics, and/or Sociology), and 3 credits in Professional Studies.
2. A Senior Project or Practicum is also required.

Note: Pacific Studies programs must be planned with a program advisor.

English

Eng 484 **The Literature of Hawaii (3)**
 A study of writers who either came from or have written about Hawaii. This course may begin with 19th century "sojourner literature" and will emphasize the modern writers.

History

Hist 384 **Hawaii (3)**
 Survey of the social, economic and political history of the Islands from the earliest times to the present. Emphasis is on the elements of change and continuity that have shaped the culture and history of the Islands. The contributions of the diverse ethnic groups will be stressed.

Hist 385 **Japanese in Hawaii (3)**
 An analysis of the experience of Japanese immigrants and their descendants in Hawaii with emphasis on the cultural legacy of Japan, the problems created by American nativist feelings, and the search for identity by Japanese Americans within Hawaiian society.



David Alethea, Associate Professor of Philosophy

Hist 466 **The United States in the Pacific (3)**
 While the growth of economic and political interests in the Pacific is surveyed, major emphasis is given to the clash of cultures created by America's activities in the region. Special attention is given to Hawaii's role as America's outpost in the Pacific in mid-20th century.

Hist 482 **Pacific Islands (3)**
 European impact and native response in major island groups from exploration to annexation, trusteeship and independence.

Hist 485 **Twentieth Century Hawaii (3)**
 An examination of twentieth century Hawaii emphasizing social and political developments. The formation of labor, the impact of World War II and the growth of the Democratic Party will be studied to understand the dynamics of contemporary Island life.

Anthropology

Anth 305 **History and Theory of Anthropology (3)**
 An examination of the emergence of the discipline. Major theories are discussed in their historical context.

Anth 350 **Anthropology of the Pacific Basin (3)**
 A study of the social and cultural anthropology of the peoples of Polynesia, Melanesia, Australia, and Micronesia is offered. Students choose one area for concentrated study while being exposed to the anthropological breadth of Oceania.

Anth 486 **Peoples of Hawaii (3)**
 Historic and contemporary society and culture from the anthropological viewpoint. (Cross-listed with Soc 486)

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Economics

- Econ 311 **Hawaii's Economy** (3)
Economic history of Hawaii from pre-Captain Cook to the present, current economic problems, trends and alternative economic futures for Hawaii. (Prerequisites: Econ 120, 150/131, or 151/130, or consent of instructor)
- Econ 444 **Economies of the Pacific Basin** (3)
Analysis of recent developments in the structure, trend, and composition of the Pacific economies. Major emphasis is placed on the most important economies such as Japan, Taiwan, Korea, Philippines, Singapore, New Zealand, Australia, and Mexico. (Prerequisite: Econ 300 or consent of instructor) (Cross-listed with BusAd 444)
- Econ 495 **Urban Economics** (3)
Residential and industrial location, land and housing markets, effects of zoning, social problems of an urban economy, and urban administration; focus on State of Hawaii and City and County of Honolulu. (Prerequisite: Econ 301 or consent of instructor)

Political Science

- PolSc 380 **Hawaii Government and Politics** (3)
Examines the structure and operation of state and local government in Hawaii. Major topics include constitutional structure; role of parties and interest groups; initiation and implementation of public policy; role of the governor; legislative process; role of the courts; problems of the counties; and Hawaii's future role in the Pacific.
- PolSc 386 **State and Local Governments** (3)
Principles and problems of administration at state and local level. Focus on different forms of

government utilized in various regions of the United States with an emphasis on Hawaii State Government. (Cross-listed with PubAd 386)

Sociology

- Soc 324 **Race and Ethnic Relations** (3)
A general survey of the field of race and ethnic relations with particular attention to general processes operating in intergroup contact. Areas to be covered include the concepts of race and ethnicity, the social attributes of American minorities, the structure of intergroup relations, and the nature of prejudice and discrimination.
- Soc 486 **Peoples of Hawaii** (3)
Historic and contemporary society and culture from the anthropological viewpoint. (Cross-listed with Anth 486)

Public Administration

- PubAd 367 **Labor-Management Relations in the Public Service** (3)
Review and analysis of the basic factors which distinguish private from public employment relations, and examination of the development of recent legislation and programs on the federal, state and municipal levels. Specific considerations given to current problems on the mainland and in Hawaii. (Prerequisite: PubAd 361/BusAd 361 or consent of instructor)
- PubAd 386 **State and Local Governments** (3)
Principles and problems of administration at state and local level. Focus on different forms of government utilized in various regions of the United States with an emphasis on Hawaii State Government. (Cross-listed with PolSc 386)

Division of Social Sciences

The Division of Social Sciences provides students with the option of specializing in a Social Sciences discipline (Anthropology, Economics, Political Science, Psychology or Sociology) or of specializing in a theme (problem-related) program. Themes will be identified and developed by the individual student and the student's advisor.

The Social Sciences, in general, tend to focus on the systematic and objective study of human behavior in social situations (Sociology); in individuals (Psychology); in the political setting (Political Science); in resource allocation decision-making (Economics); and in the context of physical, social and cultural development (Anthropology), and each field has important contributions to make in seeking solutions to complex social problems. It may be, however, that students who specialize in these fields have only a limited grasp of the complexities of important social problems such as crime, mental illness, unemployment, racial discrimination and other equally complex problems.

In an effort to provide students with an alternative to a disciplinary specialization, the Division of Social Sciences permits students to develop a program centered on a broad theme. Students who elect to pursue theme study will take courses from disciplines which contribute to knowledge and understanding of the theme selected. For example, students interested in studying small group behavior may take related courses from Anthropology, Economics, Philosophy, Political Science, Professional Studies, and Sociology, which all tend to contribute to one's understanding of the unifying theme—small group behavior. On the other hand, students interested in studying problems of overpopulation, for example, may select those courses from disciplines that contribute to better understanding of the internal structure and functions of whole societies.

It is believed that taking courses from several disciplines, selected because of their potential contribution to knowledge and understanding of a broad theme, will better enable the student to understand and appreciate the interdisciplinary nature of human knowledge and the importance of this knowledge in solving the complex problems confronting society.

An Area of Concentration in the Social Sciences (whether theme or discipline-oriented) also requires that Basic and Skills courses be taken. Basic courses are designed to introduce the student to the broad concepts and ideas explored in the Social Sciences; while Skills courses offer the student an opportunity to improve skills such as communications, statistical analysis, and other skills associated with the Social Sciences.

AREA OF CONCENTRATION REQUIREMENTS

Students concentrating their study in the Social Sciences either in an academic specialization or theme should complete 36 credits as follows:

1. Six credits in Social Sciences Basic and Skills courses: SocSc 301 and SocSc 310. (A lower division course in statistics may satisfy the SocSc 310 requirement, except in Economics.) The student must complete these requirements before taking Senior Project.
2. Twenty-one credits in one Social Science discipline or twenty-one credits in a Theme, including SocSc 486: *Senior Project*.
3. Nine credits in a second Social Science field.

SOCIAL SCIENCES SKILLS REQUIREMENTS

Certain basic skills are associated with the Social Sciences. Students concentrating in this area are encouraged to develop competence in the following:

1. Research methods and analysis
2. Statistics
3. Report writing

Social Sciences students are encouraged to select electives from Humanities and Professional Studies Divisions.

Social Sciences Basic and Skills Courses (SocSc)

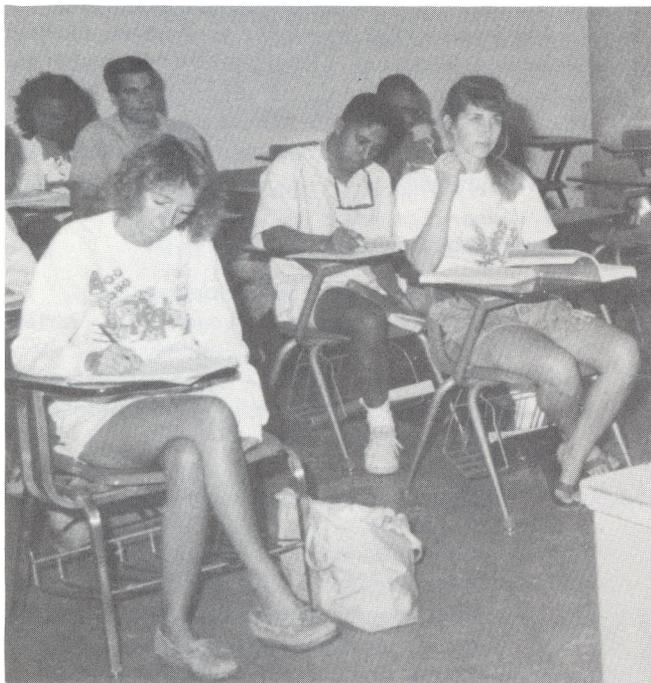
Students concentrating their study in the Social Sciences must take a minimum of six credits in Basic and Skills courses (SocSc 301 and SocSc 310). Basic courses are designed to introduce the student to the basic concepts guiding the evolution of the Social Sciences and recent developments which are likely to determine future directions. Courses which emphasize the skills associated with the Social Sciences are also included in this section. **SocSc 301** and **SocSc 310** are required of students concentrating in Social Sciences and **must be taken in the first 30 credits of coursework.**

Social Sciences Basic Courses

- | | |
|-----------|---|
| SocSc 300 | Philosophy of the Social Sciences (3)
An interdisciplinary approach to the weltanschauung and philosophy underlying the social sciences. Emphasis will be on comparing and contrasting the philosophy and methodology of the various disciplines. |
| SocSc 301 | Methods and Techniques in Social Science Research (3)
An examination of the various stages involved in social research. Areas to be covered include the relationship between theory and research methods, sampling and measurement, research designs, data collection instruments, and data analysis and reporting. |

Social Sciences Skills Courses

- SocSc 310 **Statistical Techniques (3)**
Methods to describe quantifiable data through frequency distribution and graphic methods, sampling, probability, estimation, hypothesis testing, and analysis of variance. (Prerequisite: intermediate algebra within the last ten years with a C or better, or successful completion of a pretest.) (Cross-listed with ProSt 310)
- SocSc 311 **Critical Thinking and Problem Solving (3)**
An interdisciplinary course covering the practical application of logic, evidence, and the scientific method to the evaluation of data and arguments. Students will use both written and spoken communication to critically analyze selected contemporary issues. (Cross-listed with ProSt 311)
- SocSc 340 **Computer Applications (3)**
This course is designed to provide "hands-on" experience with the microcomputer through the use of statistical packages. Packages will include CRUNCH, ABSTAT, SPSSPC+, RATS, and others. Students will learn how to enter, analyze, and present data. Topics covered will include data collection and management, statistical analysis of qualitative and quantitative data, and the use of plots and charts. (Prerequisite: ProSt 310 or SocSc 310 or a lower division statistics course) (Cross-listed with ProSt 340)



Learning takes place in a relaxed atmosphere

- SocSc 425 **Quantitative Methods for the Social Sciences (3)**
Statistical analysis using chi-square, analysis of variance, and nonparametric methods. Emphasis on practical results using computer packages rather than theoretical derivation. (Prerequisite: SocSc 310 or ProSt 310)

Social Sciences: Experiential Learning

Social Sciences students should complete **SocSc 486: Senior Project** and other experiential learning courses as required by specific fields. The nature of the Senior Project to be undertaken should be described in detail in the student's educational plan.

- SocSc 486 **Senior Project (v)**
With assistance from an advisor, students will complete a project based on original or library research related to a particular problem or issue in the chosen field of study. Students will share the results of this learning process with peers and will assist each other in refining communications skills, developing research and information retrieval techniques, and other research-related competencies. (Prerequisites: SocSc 301 and SocSc 310; consent of instructor)
- SocSc 490 **Social Sciences Practicum (v)**
Students are provided an internship with an appropriate community agency. As an intern, the student is delegated the responsibility of developing the solution to a well-defined problem or is asked to complete a relevant task. Students report on the experience using their understanding of the field in which they are working. (Prerequisite: consent of instructor)

Social Sciences Academic Discipline Specializations**Program Requirements:**

1. **SocSc 301: Methods and Techniques in Social Science Research** and **SocSc 310: Statistical Techniques** must be completed by all Social Sciences majors. (A lower division statistics course may be substituted for SocSc 310, except in Economics.) These courses must be completed before a student may register for *SocSc 486: Senior Project*.
2. **SocSc 486: Senior Project** is required and should be an experience which involves the student's understanding of the discipline as well as mastery of the basic skills: research methods and analysis, statistics, and report writing. (Prerequisite: SocSc 310 and SocSc 301, consent of instructor)

Examples: Ethics in Anthropology; Population; Urban Anthropology; Medical Anthropology. *May be repeated for credit.* (Prerequisite: Anth 305)

Economics (Econ)

Program Requirements:

1. For students specializing in Economics, the following courses are required: **Econ 300** and **Econ 301**.
2. Econ 425: Applied Quantitative Analysis for Business and Economics is highly recommended for students specializing in Economics.
3. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.

Econ 300 **Intermediate Macroeconomic Theory (3)**
National income accounts and determination, Keynesian multiplier analysis, IS-LM model, national economic policy to combat unemployment and inflation. (Prerequisite: Econ 150/131 or Econ 120 with grade of "B" or better, or consent of instructor)

Econ 301 **Intermediate Microeconomic Theory (3)**
Price determination and resource allocation under various market structures, consumer theory, theory of the firm, externalities. (Prerequisite: Econ 151/130 or consent of instructor)

Econ 311 **Hawaii's Economy (3)**
Economic history of Hawaii from pre-Captain Cook to the present, current economic problems, trends and alternative economic futures for Hawaii. (Prerequisite: Econ 120, 150/131, or 151/130, or consent of instructor)

Econ 325 **Philosophy of Economics (3)**
Examination of the philosophical basis of Western economic systems. Emphasis on the conception of man, the role of economics in social life, and the vision of society from Adam Smith to the present. (Cross-listed with Phil 325)

Econ 340 **Money and Banking (3)**
Nature and role of money, money creation, commercial banking and financial intermediaries, role of central banks and monetary policy, international aspects of monetary problems. (Prerequisite: Econ 150/131 or 120 with grade of "B" or better, or consent of instructor)

Econ 396 **Contemporary Economic Issues (3)**
Explores the relevance of economic principles to such current economic problems as inflation, unemployment, balance of payments, energy crisis, distribution of income, discrimination and other topics of current interest. Approach will be analytical, with the student posing and analyzing problems using economic concepts. (Prerequisite: Econ 120, 150/131, or 151/130, or consent of instructor)

Econ 405 **Comparative Economic Systems (3)**
Comparison of institutions, operation performance, and growth of alternative economic systems: market, command, and traditional; emphasis on U.S., U.S.S.R. and/or People's Republic of China, underdeveloped economies. (Prerequisite: Econ 120, 150/131, or 151/130, or consent of instructor)

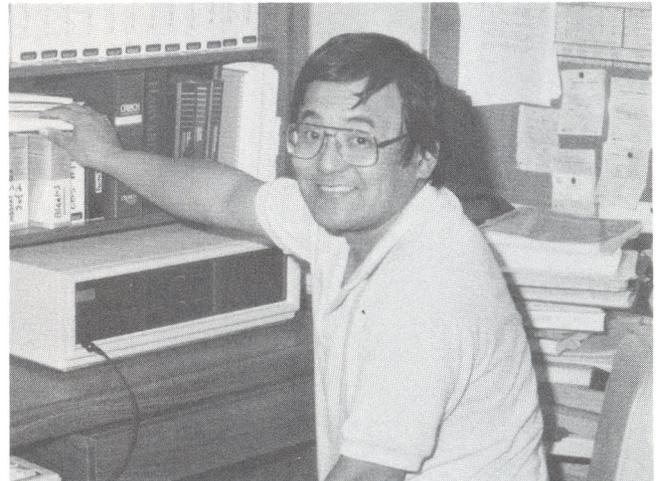
Econ 410 **Economic Development (3)**
Problems of contemporary economically less developed countries, agricultural employment and urbanization/industrialization, savings and investment, foreign sector, population growth, strategies for development. (Prerequisites: Econ 300 and 301, or consent of instructor)

Econ 425 **Applied Quantitative Analysis for Business and Economics (3)**
Regression analysis, estimation problems, correlation analysis. Emphasis on practical results using computer packages rather than theoretical derivation. (Prerequisite: SocSc 310 or ProSt 310) (Cross-listed with BusAd 425)

Econ 432 **Economics of Natural Resources (3)**
Economic analysis of natural resources such as land, air and water. The current state of these resources as well as their allocation and management will also be covered. (Prerequisite: Econ 151/130 or consent of instructor)

Econ 444 **Economies of the Pacific Basin (3)**
Analysis of recent developments in the structure, trend, and composition of the Pacific economies. Major emphasis is placed on the most important economies such as Japan, Taiwan, Korea, Philippines, Singapore, New Zealand, Australia and Mexico. (Prerequisite: Econ 300 or consent of instructor) (Cross-listed with BusAd 444)

- Econ 455 **Economics of the Public Sector** (3)
Economic analysis of public decision-making. Topics include public goods, externalities, and cost-benefit analysis, as well as government revenues and expenditures. (Cross-listed with PubAd 455) (Prerequisite: Econ 301 or consent of instructor)
- Econ 458 **Economics of Health Care** (3)
This course will include an economic analysis of public and health care related decision-making, public goods, externalities, and cost-benefit analysis, as well as government revenues and expenditures, since current U.S. health systems are the historical result of both public and private enterprises. The course will explore the unique economic aspects of the health care system. (Prerequisite: Econ 151/130) (Cross-listed with PubAd 458)
- Econ 460 **International Trade** (3)
Theory of international trade and welfare, gains from specialization and exchange, impact of trade restrictions such as tariffs and quotas. (Prerequisite: Econ 301)
- Econ 461 **International Finance** (3)
Monetary aspects of international economics, optimum reserves, exchange rates, balance of payments, capital movements. (Prerequisites: Econ 300 and Econ 340)
- Econ 495 **Urban Economics** (3)
Residential and industrial location, land and housing markets, effects of zoning, social problems of an urban economy, and urban administration; focus on State of Hawaii and City and County of Honolulu. (Prerequisite: Econ 301 or consent of instructor)
- Econ 496
(Alpha) **Selected Topics in Economics** (3)
Topics selected will vary, emphasis on relevancy and application of theory and analysis to problem solving. Examples: Environmental economics, law and economics, transportation economics, women and the economy, the future of the economy and the economics of the future, the teaching of economics, economics of information, and cost-benefit analysis. *May be repeated for credit.*
- Econ 499 **Directed Reading** (v)
Individual projects in various fields. To be arranged with the instructor.



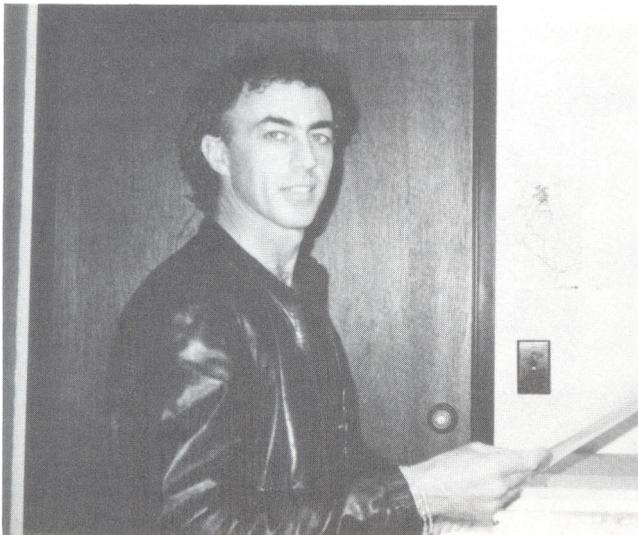
Ernest Oshiro, Associate Professor of Economics

Political Science (PolSc)

Program Requirements:

1. For students specializing in Political Science, the following course is required: **PolSc 330** (or equivalent lower division course).
2. For students specializing in Political Science, the following courses are suggested: PolSc 300, PolSc 320, and PolSc 386.
3. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.

- PolSc 300 **Political Theory and Ideology** (3)
This course provides a historical and analytical survey of political theory and ideologies from the Greeks to the present. The works of such authors as Plato, Aristotle, Machiavelli, Hobbes, Locke, Rousseau, Burke, Mill, Marx, Lenin, Confucius, and Mao are covered.
- PolSc 306 **Principles of Public Administration** (3)
Development of governmental administration in the United States and particularly in Hawaii: theories of administrative organization; principles and methods of administrative management, and executive leadership; interpersonal and intergroup relationships; levels of decision-making, ethics and responsibility. (Cross-listed with PubAd 306)
- PolSc 312 **Bureaucratic Politics** (3)
This course is designed to describe and explain the ways in which politics and administration relate. Policy analysis and social criticism are discussed within the context of public administration and the political environment. (Cross-listed with PubAd 312)



Louis Herman, Assistant Professor of Political Science

- PolSc 316 **Constitutional Law (3)**
 An examination of the nature and development of the United States constitutional system. Emphasis on the role of the courts in interpreting the concepts of separation of powers, federalism, the police power, and the commerce clause. In addition, a study of fundamental rights as protected by the U.S. Constitution and other legal provisions and the role of the courts in interpreting freedom of expression and conscience, due process, and equal protection of the laws will be covered. (Cross-listed with PubAd 316)
- PolSc 320 **International Relations (3)**
 A study of the interrelationships of nations and their dynamics. This includes a review of international law and organizations which seek to resolve differences amongst nations and reduce the causes of international tensions. (Recommended preparation: PolSc 220 or equivalent)
- PolSc 330 **American National Government (3)**
 An in-depth analysis of American political institutions. Emphasis on previous research by political scientists and potential research topics related to American politics and government.
- PolSc 352 **Comparative Public Administration (3)**
 Comparative ecology of public administration in selected countries; analysis of similarities and differences in administrative structures and functions in developed and developing nations; practicalities of cross-cultural transferability of administrative concepts and processes. (Cross-listed with PubAd 352)

- PolSc 354 **Leadership and Executives (3)**
 An examination of leadership roles and the qualities of leaders. Emphasis on the constitutional, political, and administrative responsibilities of the U.S. Presidency, growth and function of federal and state executive agencies, and selected foreign systems. (Cross-listed with PubAd 354)
- PolSc 357 **The Legislative Process (3)**
 An analysis of the legislative process in the U.S. Congress with relevant comparison to practices in the states (emphasis on Hawaii) and foreign nations; the legislative relationship with other sectors of government and the influence of pressure group politics on the legislative process.
- PolSc 370 **Politics and Public Policy (3)**
 An introduction to the processes through which public policy is formulated and executed in the U.S. and selected foreign political systems. Concern is focused on the comparative study of political relationships of administrative agencies with clientele, interest groups, and the legislative, executive, and administrative branches. Special attention is also given to questions of administrative responsibility and ethics in the public services. (Cross-listed with PubAd 370)
- PolSc 380 **Hawaii Government and Politics (3)**
 Examines the structure and operation of state and local government in Hawaii. Major topics include constitutional structure; role of parties and interest groups; initiation and implementation of public policy; role of the governor; legislative process; role of the courts; problems of the counties; and Hawaii's future role in the Pacific.
- PolSc 386 **State and Local Governments (3)**
 Principles and problems of administration at state and local levels. Focus on different forms of government utilized in various regions of the United States with an emphasis on Hawaii State Government. (Cross-listed with PubAd 386)
- PolSc 401 **Public Opinion and Political Behavior (3)**
 This course provides an analysis of the process by which public opinion is created; it also explores its role in the political process. Political acculturation, voting and other forms of political behavior are also covered.

PolSc 406 **Contemporary Problems of Justice Administration in America (3)**

Survey of major issues and problems related to the administration of justice in America. Such issues as politics and administration of justice, police discretion, prosecutorial discretion, plea bargaining, criminal defense, trial and sentencing, probation and parole will be discussed. (Cross-listed with PubAd 406)

PolSc 409 **Legal Foundations of Justice Administration (3)**

Local, state and federal judicial systems; constitutional, judicial, and legislative influences on the administration of justice. (Cross-listed with PubAd 409)

PolSc 415 **Political Parties and Pressure Groups (3)**

This course provides a study of the contenders for power and influence on the American political system. These include major and minor political parties and a variety of pressure groups including business, labor, agriculture, professional and ethnic. Their objectives, leadership, membership, organizational forms and techniques of influence are studied.

PolSc 425 **Urban Politics (3)**

This course involves a study of the theory, process and development of political and administrative institutions in American cities and communities. Political institutions are treated as social mechanisms which generate, restrain and control social conflict.

PolSc 450 **Asian Politics (3)**

This course examines the political and social factors which determine domestic and foreign policy in China, Japan, India, and other Asian nations. Topics covered include: political development, government processes and institutions, the forces shaping political decisions, and the process of revolution.

PolSc 483 **Seminar in Politics and Policy of Health Care (3)**

Selected topics in bureaucratic policy-making focusing on the problems of health administration. Various aspects of bureaucracy from a national (federal) perspective will be explored. Problems of the federal bureaucracy in administering national health-care programs will be discussed. (Cross-listed with PubAd 483)

PolSc 496 **Selected Topics in Political Science (3)**
(Alpha)

Topics selected will vary, with emphasis on relevancy and student interest. Topics may include: Politics in Films, Alternative Futures, Foreign Policy, Political Designs, and other topics. *May be repeated for credit.*

PolSc 499 **Directed Readings and Research (v)**
To be arranged with the instructor.

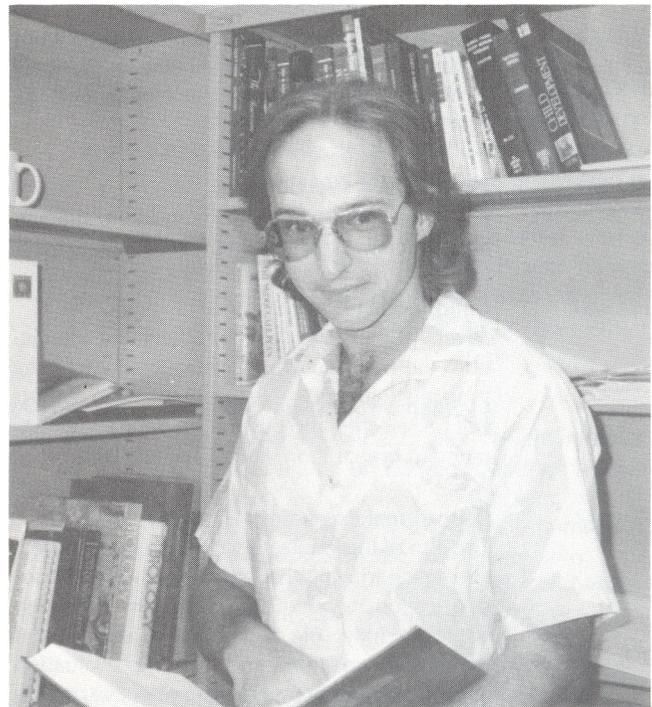
Psychology (Psy)

Program Requirements:

1. Prerequisite for 300-level or 400-level Psychology courses is the successful completion of the lower division introductory course in the field—Psychology 100 or equivalent.
2. Students specializing in psychology are required to take three courses from the following list: **Psy 322, 323, 325, 331, 340, 371, 372, 402, 412, 429 or 460**. Students planning to go on to graduate school should take two additional courses from this list and a total of 27 credits in psychology.
3. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.

Substance Abuse Certificate Program

The Psychology specialization offers a Substance Abuse Certificate Program. For further information, students should consult the Student Services Office or Psychology faculty.



Joseph Mobley, Assistant Professor of Psychology

Psy 304 **Perspectives on Human Nature (3)**
 What does it mean to be human? Do human beings have a purpose? Examination of the literary and philosophical visions of human nature from the Greeks to the present. Consideration of the relations between humans and animals, and humans and computers. Discussion of the attempts by contemporary systems analysts, neurologists, biologists, and social scientists to develop an adequate definition of human nature. (Cross-listed with Phil 304)

Psy 322 **Learning, Motivation and Behavior Modification (3)**
 This course provides the conceptual tools for analyzing the functional relationships between behavior and the environment. Practical applications of learning theory principles are developed through the behavior modification exercises designed to help students in their own self development efforts.

Psy 323 **Comparative Animal Psychology (3)**
 Biological, ecological, social and learned bases of animal behavior based on laboratory and field investigations.

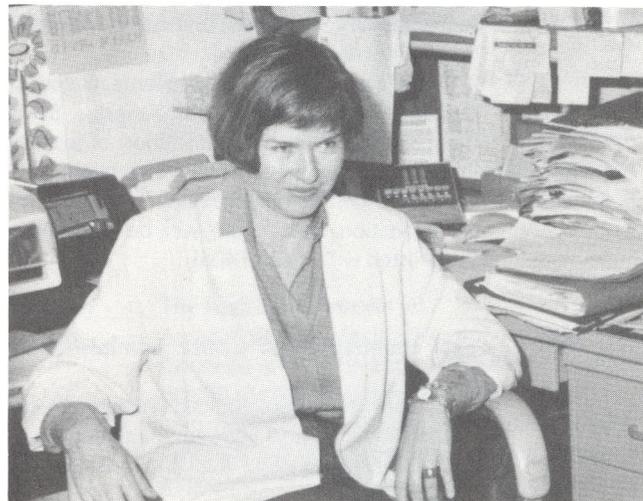
Psy 324 **Psychology of Emotion (3)**
 Survey of traditional views and leading theories, and research in related topics.

Psy 325 **Cognitive Psychology (3)**
 Theories, assumptions, empirical findings, and applications of cognitive psychology. Topics include attention, learning, memory, concept formation, communication, inference, and imagery.

Psy 331 **Physiological Psychology (3)**
 Physiological basis of vision, audition, motivation, emotion, and learning.

Psy 340 **Childhood and Adolescence (3)**
 Several topics such as infant-caretaker interaction, the nature-nurture controversy, parenting strategies, identity development, and others will be selected and covered in depth. (Recommended preparation: Psy 240 or HD 231)

Psy 342 **Educational Psychology (3)**
 The aim of this course is to furnish the prospective teacher with the basic psychological sophistication needed for classroom teaching. Topics include role and scope of educational psychology, meaning and learning, evaluation and measurement, and social, affective, cognitive, and developmental factors in learning.



Barbara Newton, Professor of Psychology

Psy 351 **Culture, Thought, and Behavior (3)**
 A cross-cultural approach to the socialization process and acquisition of behavior in children. The focus will be cultural differences in child rearing patterns, personality development, and its implications. (Cross-listed with Anth 351 and Soc 351)

Psy 353 **Conflict Resolution (3)**
 Factors contributing to interpersonal and societal conflict are explored along with methods for resolution. Structured role play with mediation and other techniques will be included.

Psy 361 **Transpersonal Psychology (3)**
 Psychological study of transpersonal human capacities, potentialities, awareness, and growth.

Psy 371 **Abnormal Psychology (3)**
 Nature, possible causes, and treatment of abnormal behavior; ethics, issues, and classifications are also presented.

Psy 372 **Systems of Psychotherapy (3)**
 A survey of psychotherapeutic approaches that includes each system's theory of personality development. Special attention will be given to the therapeutic process and the client-therapist relationship.

Psy 380 **Psychology of Justice Administration (3)**
 Considers psychological characteristics of status offenders, methods of individual and crowd control, negotiation in hostage and family disputes, organizational and administrative issues and remedies, and approaches to personal problems such as job-related stress. (Cross-listed with Pub Ad 380)

- Psy 396 (Alpha) **Workshops and Special Seminars in Psychology (v)**
Topics may include parenting, eating disorders, and management of emotion such as anxiety and aggression. Instruction will be given in various formats that emphasize student participation. Class duration will vary depending on number of credits offered. *May be repeated for credit.*
- Psy 402 **Historical and Philosophical Foundations of Modern Psychology (3)**
This course focuses on current psychological theories (e.g., behaviorism, humanism, psychoanalysis) and traces their development through both Asian and Western philosophical traditions. (Cross-listed with Phil 402)
- Psy 407 (Alpha) **Practicum in Psychology (v)**
Opportunities will be provided for supervised experience in local settings such as preschool, elementary school, hospital, industry, YMCA, and crisis intervention centers. This course can be taken either in conjunction with an ongoing content course or as applied work after successful completion of an appropriate content course. *(May be repeated for credit with consent of instructor.)*
- Psy 412 **Psychological Testing (3)**
The techniques for measuring differences in personality, aptitude and intelligence are covered in this course. The construction and validation of instruments are also treated. Participants learn the rudiments of administering tests and interpreting test scores.
- Psy 429 **Seminar in Experimental Psychology (3)**
Seminar on recent literature in some field (mutually selected by faculty and student) and appropriate alternative research strategies and techniques. *(May be repeated for credit with consent of instructor.)*
- Psy 442 **Exceptional Child (3)**
Evaluation of physical, emotional, and intellectual deviations; effects on growth and development of children. (Recommended preparation: Psy 240 or Psy 340)
- Psy 450 **Small Groups (3)**
This course will study the small group as a medium for personal growth and improvement of interpersonal communication skills. Special attention will be given to training in the dynamics of group participation and leadership. (Cross-listed with Soc 450)
- Psy 451 **Psychology of Interpersonal Communication (3)**
Examination of the verbal and nonverbal components of communication relationships.
- Psy 460 **Seminar in Personality Theory (3)**
Aggression, anxiety, depression, and other topics will be examined within the context of such major personality theories as psychoanalysis, behaviorism, cognition, and humanism.
- Psy 471 **Psychology and the Law (3)**
The relationship between psychological theories, techniques, and research findings and the needs and practices of the legal system. Topics include civil commitment, the rights of mental patients, psychological testimony, competency to stand trial, the insanity defense, treatment in "criminal justice" institutions, and legislation involving mental health.
- Psy 473 **Counseling Skills (3)**
Interpersonal helping skills involved in interviewing, listening, and problem intervention will be reviewed and practiced.
- Psy 480 **Organizational Behavior (3)**
The focus of this course is on the impact of the organizational and industrial environment on the personality of the individual. Course content includes a survey of the factors involved in industry and organizational life such as job analysis, selection, training, motivation, worker satisfaction, styles of leadership and human engineering. Case studies are also included. (Cross-listed with BusAd 480 and PubAd 480)
- Psy 496 (Alpha) **Selected Topics in Psychology (3)**
Topics selected will vary with student interests; emphasis will be on relevancy and application of theory and analysis of problem solving. Examples: aging, early experience, humanism, dream analysis, extrasensory perception, comparative analysis of learning, and environmental problems. *May be repeated for credit.*
- Psy 499 **Directed Reading and Research (v)**
To be arranged with the instructor.

Sociology (Soc)

Program Requirements:

1. Prerequisite for 300- or 400-level Sociology courses is the successful completion of an introductory course in the field or consent of program advisor.
2. For students specializing in Sociology, **Soc 470: Sociological Theory** or equivalent must be taken.
3. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.

Soc 311 **Social Stratification (3)**
 This course provides a study of the tendencies and problems involved in the distribution of wealth, power, status and prestige in different kinds of social systems.

Soc 324 **Race and Ethnic Relations (3)**
 A general survey of the field of race and ethnic relations with attention to general processes operating in intergroup contact. Areas to be covered include the concepts of race and ethnicity, the social attributes of American minorities, the structure of intergroup relations, and the nature of prejudice and discrimination.

Soc 329 **Complex Organizations (3)**
 The course provides an analysis of rationally designed systems of interpersonal behavior. The characteristics, attributes and problems of bureaucracies such as education, government and business organizations are considered. (Cross-listed with PubAd 329)

Soc 334 **Deviant Behavior (3)**
 This offering focuses on the action systems occurring outside the range of institutional expectations. The analytical tools of sociology

(e.g., race, status, reference group, opportunity structure) are applied to facilitate an understanding of aberrant behavior.

Soc 341 **Social Behavior (3)**
 The study of social behaviors from an interdisciplinary approach. Topics will include interpersonal and intergroup relations, class and cultural influences, group dynamics in prosocial and antisocial behavior, and social change.

Soc 351 **Culture, Thought, and Behavior (3)**
 A cross-cultural approach to the socialization process and acquisition of behavior in children. The focus will be cultural differences in child rearing patterns, personality development, and its implications. (Cross-listed with Anth 351 and Psy 351)

Soc 401 **Urban Sociology (3)**
 Students study the impact of the modern urban setting on social behavior, relationships and institutions. Problems of planning with respect to transportation, communications, housing, family life, education, employment, community relations and urban control are also considered.

Soc 411 **Aging in Mass Society (3)**
 The study of aging in socio-cultural context, with emphasis on theories, methodologies, and research findings in the field. Topics include the status and roles of the aged, demography of aging, resources and social services and the elderly, employment and retirement, and personal and societal responses to aging.

Soc 423 **Social and Cultural Change (3)**
 An examination of the causes, processes, and effects of social change in simple and complex societies with emphasis on the major theories of social and cultural change. (Cross-listed with Anth 423)

Soc 431 **Juvenile Delinquency (3)**
 An analysis of the different forms of juvenile deviance, their causes, means of control, and societal responses.

Soc 434 **Criminology (3)**
 This course will explore the major theories of crime causation, the measurement of crime and its impact, various crime typologies, and the overall societal reaction to crime and criminal offenders. A major focus of this course is



Joyce Chinen, Assistant Professor of Sociology

the exploration of possible social programs and policies that might be initiated to achieve a combination of crime reduction and social justice. (Cross-listed with Pub Ad 434)

Soc 435

Women in the Criminal Justice System (3)

This course will consist of a comprehensive examination of the role of women in the criminal justice system. Topics will include: 1) Women as criminal justice professionals—recruitment and police academy training, organizational responses to women in law enforcement, women lawyers and judges in criminal courts, women in corrections; 2) women as offenders—the changing pattern of female crime; and 3) women as victims—battering and assault, rape and murder, treatment of female victims by the criminal justice system. (Cross-listed with Pub Ad 435)



Linda Nishigaya, Professor of Sociology

Soc 450

Small Groups (3)

This course will study the small group as a medium for personal growth and improvement of interpersonal communication skills. Special attention will be given to training in the dynamics of group participation and leadership. (Cross-listed with Psy 450)

Soc 451

Marriage and the Family (3)

An examination of the institution of marriage and the family focusing upon theory and research in the area. Topics to be considered include family formation and dissolution, mate selection, marital and familial roles, parent-child interaction, socialization of children, cultural values in marriage and the family, and alternate and deviant family forms.

Soc 470

Sociological Theory (3)

A critical examination of the major "schools" of sociological thought, their development from representative works of the classical masters and their current status in the discipline.

Soc 486

Peoples of Hawaii (3)

Historic and contemporary society and culture from the anthropological viewpoint. (Cross-listed with Anth 486)

Soc 496
(Alpha)**Selected Topics in Sociology (3)**

Topics selected will vary with student interests, emphasis will be on relevancy and application of theory and analysis to problem solving. Examples: sociology of work and leisure, death and dying, aging, religious institutions in modern society, gender roles in modern society and small groups study. *Course content will vary. May be repeated for credit with permission of instructor.*

Soc 499

Directed Reading and Research (v)

To be arranged with the instructor.

Social Sciences: Theme or Problem Learning

A program of study created around a theme or problem may be designed by Social Sciences students during the development of their educational plans, with the assistance of academic advisors. In preparing the educational plan the student will select those learning experiences or courses that contribute most directly to an understanding of the theme selected.

Students electing to pursue study in a Social Sciences theme should consult with their program advisors before beginning course work.

Division of Professional Studies

The Division of Professional Studies provides students with the option of specializing in Business Administration or Public Administration. To complement the specialization, Business Administration students will take course work in Economics, and Public Administration students will take Political Science.

Students concentrating in Professional Studies will take courses designated as **Professional Studies**, and **Business Administration**, or **Public Administration**. Professional Studies courses introduce the student to the broad concepts and inter-relationships in administration and the basic skills associated with the field, and administration courses acquaint the student with the special emphasis evident in business and public administration.

Students may also elect to study in the theme learning mode by developing a program centered on **Justice Administration**, **Health Administration** or **International Business**. Courses in the experiential learning mode are also provided.

AREA OF CONCENTRATION REQUIREMENTS

Students concentrating their study in Professional Studies should complete 36 to 45 credits as follows:

1. Six credits in Professional Studies Basic and/or Skills Courses.
2. Up to thirty credits in one Professional Studies field, including a Senior Project or Practicum.
3. Additional credits in one complementary field, i.e., Business Administration requires 9 credits in Economics and Public Administration requires 6 credits in Political Science.

PROFESSIONAL STUDIES SKILLS REQUIREMENTS

Certain basic skills are associated with **Professional Studies**; therefore, students are encouraged to develop competency in the following:

1. Statistics and statistical analysis
2. Communication skills
3. Report writing

Professional Studies students are encouraged to select electives from the Humanities and Social Sciences Divisions.

Professional Studies Basic and Skills Courses (ProSt)

Students concentrating their work in Professional Studies should take a minimum of six credits in Basic courses and/or Skills courses. Basic courses are designed to introduce the student to the basic concepts guiding the development of Professional Studies and recent developments which are likely to determine its future. Courses in which basic administrative skills may be acquired are also included in this section. **ProSt 310: Statistical Techniques** is required of students specializing in Business Administration. **ProSt 315: Survey Techniques for Administrators** is recommended.

Professional Studies Basic Courses

ProSt 300 **Introduction to Administration (3)**
Provides a broad overview of administration and management in both business and public organizations. A historical overview of past theories and practices is presented and, based on recent research findings and theoretical constructs, the probable future direction of administration is explored.

ProSt 302 **Administrative Decision-Making (3)**
Provides an analysis of the managerial role as a decision-maker. It investigates the logic of the decision-making process, including the effect of environmental factors and the role of quantitative techniques. Consideration is also given to the behavioral implications of decision-making activities.

ProSt 313 **Communication Skills for Administrators (3)**
A study of both writing and public speaking for the improvement of communication for managers. (Cross-listed with Hum 313)

Professional Studies Skills Courses

ProSt 310 **Statistical Techniques (3)**
Methods to describe quantifiable data through frequency distribution and graphic methods, sampling, probability, estimation, hypothesis testing, and analysis of variance. (Prerequisite: intermediate algebra within the last 10 years with a C or better, or successful completion of a pretest.) (Cross-listed with SocSc 310)

ProSt 311 Critical Thinking and Problem Solving (3)
 An interdisciplinary course covering the practical application of logic, evidence, and the scientific method to the evaluation of data and arguments. Students will use both written and spoken communication to critically analyze selected contemporary issues. (Cross-listed with SocSc 311)

ProSt 315 Survey Techniques for Administrators (3)
 Reviews the general nature of research and its usefulness in problem solving. The application of various survey techniques to the "real world" informational needs of administrators and organizations will be covered. Students will become familiar with such techniques as sampling, questionnaire development, experimental design, collation of data, and computer programming of data. The incorporation of these techniques into a good research proposal will also be covered. *Note: It is recommended that students complete ProSt 315 before registering for Senior Project.*

ProSt 320 Computer Skills for Administrators (3)
 This course is designed to acquaint the student with microcomputer hardware/software. It introduces the student to the main types of computer applications commonly used by administrators, and it provides the student with hands-on experience in word processing, electronic spread sheets, data base management, and telecommunication and electronic mail.

ProSt 340 Computer Applications (3)
 This course is designed to provide "hands-on" experience with the microcomputer through the use of statistical packages. Packages will include CRUNCH, ABSTAT, SPSSPC+, RATS and others. Students will learn how to enter, analyze, and present data. Topics covered will include data collection and management, statistical analysis of qualitative and quantitative data, and the use of plots and charts. (Prerequisite: ProSt 310 or SocSc 310 or a lower division statistics course) (Cross-listed with SocSc 340).

ProSt 486 Senior Project (v)
 With assistance from an advisor, students will complete a project based on original or library research related to a particular problem or issue in the chosen field of study. Students will share the results of this learning process with peers and will assist each other in refining communication skills, developing research and information retrieval techniques, and other research-related competencies. (Prerequisite: consent of instructor)

ProSt 490 Administrative Practicum (v)
 This is a field exercise course. Students are provided an internship in either business, education, or government. As an intern, the student is delegated the responsibility of developing the solution to some problem or asked to complete a relevant or characteristic task. Students report on their experience using their understanding of administrative theory and practice. (Prerequisite: consent of instructor)

SAMPLE: BUSINESS ADMINISTRATION PROGRAM

Area of Concentration: **Professional Studies**
Specialization: **Business Administration**

Professional Studies Requirements: (36 credits)

	Credits
Professional Studies Basic and Skills Courses	6
Business Administration	<u>30</u>
TOTAL	36

Complementary Field: (9 credits)

Economics	9
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Electives: Based on Student Competency Goals: (10-20 credits)

	Credits
Additional courses should be taken in Humanities and Social Sciences	<u>10-20</u>
TOTAL UPPER DIVISION CREDITS	55-65

Professional Studies: Experiential Learning

Professional Studies students must complete **ProSt 486: Senior Project** or **ProSt 490: Administrative Practicum** as part of the credit requirement in the specialization. The nature of the project to be undertaken by the student during the senior year must be described in detail in the student's educational plan.

Business Administration (BusAd)

Program Requirements:

- ProSt 310: Statistical Techniques** is required and should be taken early in the program. Another Professional Studies Basic or Skills course is also required. For students who need to improve communication skills, ProSt 313: Communication Skills for Administrators is strongly recommended.

2. Other required courses include: Accounting, six credits; **BusAd 314: Business Law**; **BusAd 300: Principles of Marketing**; **BusAd 311: Business Finance**; and **BusAd 410: Dynamic Business Decision-Making** or **BusAd 435: Applied Business Policy**.
3. Nine credits in Economics courses are required, including **Econ 300: Intermediate Macroeconomic Theory** and **Econ 301: Intermediate Microeconomic Theory**.
4. **ProSt 486: Senior Project** or **ProSt 490: Administrative Practicum** is also required.
5. Sub-specializations in Accounting, Marketing and Financial Management may be pursued after consultation with a program advisor.

BusAd 300 **Principles of Marketing (3)**
 This course covers all major areas and concepts of marketing. It discusses the nature of marketing, marketing opportunity analysis, marketing research and information systems, the development and application of the marketing mix, and the principles of international marketing.

BusAd 301 **Contemporary Business Problems (3)**
 This course is designed to serve as a survey course for students interested in a career in business as well as for those who simply want to discover what contemporary business is about.

BusAd 303 **Administrative Theory (3)**
 This course addresses itself to the various behavioral approaches and conceptual schemes for studying administrative organization. Particular attention is paid to historical perspectives and the modern phenomenon of bureaucracy. (Cross-listed with PubAd 303)

BusAd 305 **Managerial Accounting (3)**
 Output of cost accounting systems relevant to managerial decision-making, planning, and control. Topics include: job order, process, direct and standard cost systems, with emphasis on the creative application and analysis of costs. (Prerequisite: Acct 201 and 202 or equivalent, or BusAd 306)

BusAd 306 **Concepts in Accounting (3)**
 This course deals with the basic standards and principles that underlie the accumulation of accounting information and how such information is used in management decision-making. (Not recommended for those who have completed Acct 201 & 202 or equivalent)

BusAd 307 **Individual Income Taxation (3)**
 Study of the concepts involved in determination of federal income tax liability and prepara-

tion of tax returns, with emphasis on tax problems of individuals, tax research and tax planning. (Prerequisite: BusAd 306, introductory accounting or consent of instructor.)

BusAd 311 **Business Finance (3)**
 Management techniques for and considerations in determining short-term, intermediate-term, and long-term financial needs of an organization are considered. Sources of funds available to private and public organizations are explored. Relevant financial instruments are examined. (Prerequisites: Introductory accounting course, plus ProSt 310)

BusAd 312 **Financial Accounting I (3)**
 Accounting process, and the application of generally accepted accounting principles to accounting for cash, receivables, inventories, plant and equipment, and current liabilities. (Prerequisite: Acct 201 and 202 or equivalent, or BusAd 306)

BusAd 313 **Financial Accounting II (3)**
 Application of generally accepted accounting principles to accounting for corporate equities, long-term debt, investments, funds flow, and analysis of financial statements. (Prerequisite: BusAd 312)

BusAd 314 **Business Law I (3)**
 Introduction to legal environment in which business operates with particular attention to principles of law relating to contracts, agencies, partnerships, corporations and government regulations. (Not recommended for those who have completed Law 200 or equivalent)



Happy graduate bedecked with leis accepts congratulatory handshake

- BusAd 315 **Business Law II (3)**
Continuation of Business Law I. Critical study of legal environment of business administration with particular attention to principles of law relating to sales, real property, personal property, debtor-creditor relations and commercial paper. Also considered are legal aspects of international business transactions. (Prerequisite: BusAd 314)
- BusAd 316 **Investments (3)**
Introduction to various investment media and capital markets. Topics include the analysis of security returns using techniques such as the Beta coefficient, investment valuation models, portfolio selection and portfolio theory.
- BusAd 317 **Topics and Cases in Business Finance (3)**
Application of financial principles and analytical techniques to financial problems and developments. Lecture, discussions and case methods will be utilized. (Prerequisite: BusAd 311)
- BusAd 320 **Microcomputers and Small Business (3)**
This course is intended to acquaint the student with the capabilities and limitations of microcomputers and their use in small business and to provide the student with an awareness of the computer options available, to provide the student with an awareness of how to use microcomputers and to solve problems encountered in the small business environment. Includes hands-on testing and evaluation of software.
- BusAd 331 **Advertising Management (3)**
This course covers advertising decision-making, advertising's role in the marketing mix, primary demand stimulation, selective demand stimulation, building complete advertising programs, and advertising agency relationships. (Prerequisite: BusAd 300)
- BusAd 351 **Personnel Administration (3)**
This course provides a general survey of theory and practice in the process of public and private personnel administration. Topics such as recruitment, selection, training, and evaluation are considered. (Cross-listed with PubAd 351)
- BusAd 361 **Seminar in Labor-Management Relations (3)**
Study of labor-management relations; the history, organization, and relationship to the administrative process. Primary focus is on labor-management relations in the private sector, but course will also cover the basic factors which distinguish private from public employment relations. Specific consideration given to current problems on the mainland and in Hawaii. (Cross-listed with PubAd 361)
- BusAd 364 **Retailing Management (3)**
Principles, functions and analyses of problems in retailing: location and layout, merchandise planning, buying and selling, organization, expense analysis and control, coordination of store activities. An important component of this course is a supermarket computer simulation game in which all students are required to formulate relevant business decisions. (Prerequisites: BusAd 300 and Econ 301)
- BusAd 371 **Comparative Labor-Management Relations (3)**
This course provides for the study of labor-management relations in selected countries; analysis of similarities and differences in functions, origins of unions, labor laws, and government regulation and intervention in the process of dispute resolution. Particular emphasis will be placed on comparisons of Japanese and European models, with regard to the public and private sector unions, and the role of the government, labor and business. Each student will be required to select a country and focus on the labor-management process. (Prerequisite: BusAd 361 or PubAd 361) (Cross-listed with PubAd 371)
- BusAd 397 **Human Relations in Management (3)**
This course acquaints students with contributions made by sociology, psychology, and related behavioral sciences to the understanding and prediction of human behavior in organizations. There will be a focus on the motivational approaches, leadership development, group functions, managing conflict, and managing change. (Cross-listed with PubAd 397)
- BusAd 400 **Marketing Strategies (3)**
This course covers all aspects of marketing decision-making by the marketing executive. It discusses the integration of all elements of marketing into the firm's marketing program. Case studies and actual business situations will be used. (Prerequisite: BusAd 300)
- BusAd 410 **Dynamic Business Decision-Making (3)**
Discussion and application of quantitative models used in business decision-making. Models discussed include decision trees, networks, breakeven analysis, capital budgeting, inventory theories, linear programming and queuing theories. One important component

of this course will be the use of a computer simulation game. (Prerequisite: ProSt 310, BusAd 300, BusAd 311, BusAd 312, or consent of instructor)

BusAd 411 **Applied Dynamic Business Decision-Making** (3)

In-depth discussion and application of quantitative models used in business decision-making, featuring extensive hands-on use of networking techniques (PERT/CPM), linear programming, queuing models, probabilistic models, Monte Carlo simulations, and other available software. (Prerequisite: BusAd 410)

BusAd 418 **Auditing** (3)

Discussion of auditing concepts, including standards, objectives and ethics for external auditors. Emphasis on reporting standards, internal control, evidence, statistical sampling and EDP audits. (Prerequisite: BusAd 313)

BusAd 425 **Applied Quantitative Analysis for Business and Economics** (3)

Regression analysis, estimation problems, correlation analysis. Emphasis on practical results using computer packages rather than theoretical derivation. (Prerequisite: ProSt 310 or SocSc 310) (Cross-listed with Econ 425)

BusAd 430 **Entrepreneurship and Business Development** (3)

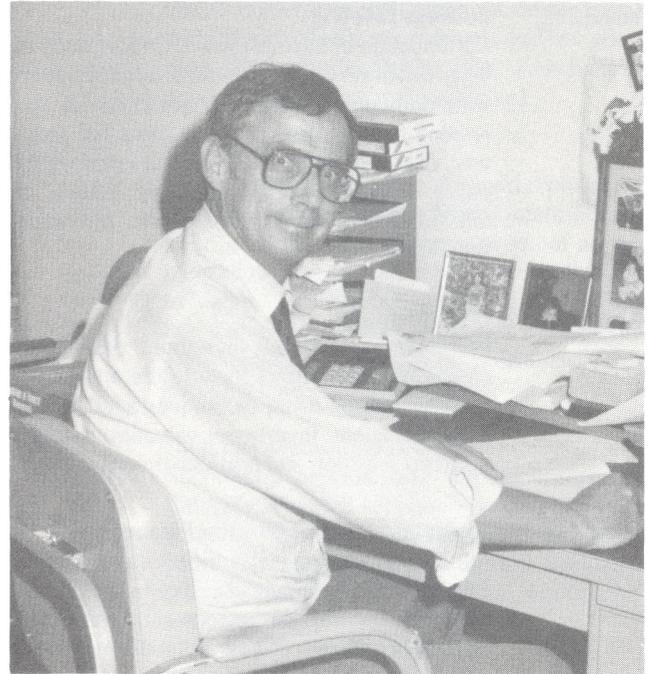
Examination of major theories of entrepreneurial characteristics and behavior. Discussion of various aspects of starting, generating and expanding the owner-managed business (use of case studies). Each student prepares a business plan for a new company for which financing is sought, integrating financial planning, marketing, accounting. (Prerequisites: BusAd 300, 311 or consent of instructor)

BusAd 431 **Government Accounting** (3)

Concepts and principles of accountability for not-for-profit entities, with emphasis on governmental units. Topics include budgetary control and fund accounting systems and principles. (Prerequisite: BusAd 313)

BusAd 435 **Applied Business Policy** (3)

Integration of learning through analysis of comprehensive business problems, resolution of policy issues and practice in administrative decision-making. A case study approach is used. (Prerequisite: BusAd 300, 311; Econ 301)



Roland Stiller, Associate Professor of Business Administration

BusAd 440 **International Marketing** (3)

This course focuses on the opportunities, problems, and decisions facing managers of international marketing. It considers the full range of international marketing involvement from the exporter to the multinational firm. (Prerequisite: BusAd 300)

BusAd 442 **International Financial Management** (3)

Financial decision-making in an international setting: analysis of direct foreign investment; economic, accounting and regulatory environments, including taxation; international money and capital markets; import and export financing; multinational working capital management, and risk aspects of international finance. (Prerequisite: BusAd 311)

BusAd 444 **Economies of the Pacific Basin** (3)

Analysis of recent developments in the structure, trend, and composition of the Pacific economies. Major emphasis is placed on the most important economies such as Japan, Taiwan, Korea, Philippines, Singapore, New Zealand, Australia and Mexico. (Prerequisite: Econ 300 or consent of instructor) (Cross-listed with Econ 444)

BusAd 446 **Multinational Business Management** (3)

Introduction to the unique problems and challenges in managing multinational business enterprises.

BusAd 448 **International Business and Multinational Enterprises** (3)
 Analysis of international business and the multinational corporation. Consideration of international trade and monetary economics, theory, and policy. Focus on operational issues confronting the multinational corporation in global environment. Integrated cases linking the multinational corporation and its environment.

BusAd 463 **Marketing Management** (3)
 Discussion of theories regarding the development and administration of marketing programs. Topics cover policies of products, prices, distribution, and promotion. Course presentation is supplemented by extensive use of case analyses. (Prerequisite: BusAd 300)

BusAd 480 **Organizational Behavior** (3)
 The focus of this course is on the impact of the organizational and industrial environment on the personality of the individual. Course content includes a survey of the factors involved in industry and organizational life such as job analysis, selection, training, motivation, worker satisfaction, styles of leadership and human engineering. Case studies are also included. (Cross-listed with Psy 480 and PubAd 480)

BusAd 481 **Ethics and Administration** (3)
 Consideration of the ethical problems that face administrators in the public and private sectors from a theoretical point of view and in application to particular cases. Such issues as corporate responsibility to communities, shareholders, and competitors, bribery, honesty, racialism, ecology, and false or misleading advertising will be discussed. (Cross-listed with Phil 481 and PubAd 481)

BusAd 496 **Selected Topics in Administration** (3)
 (Alpha)
 Topics will vary with program relevancy and student interest. *May be repeated for credit with permission of instructor.*

BusAd 499 **Directed Reading and Research** (v)
 To be arranged with instructor.

Public Administration (PubAd)

Program Requirements:

1. Two Professional Studies Basic or Skills courses are required, including **ProSt 310: Statistical Techniques** (or approved lower division statistics course). ProSt 315 is recommended. For students who need to improve communication skills, ProSt 313: Communication Skills for Administrators is strongly recommended.
2. Students who specialize in Public Administration are required to take **PubAd 306**. It is recommended that they take the following courses: **PubAd 316, PubAd 370, PubAd 354, and/or PubAd 386**. In addition, Public Administration students are encouraged to take PubAd 303, 351, 352, 361, 367, 371, 397, 455 and/or 475.
3. **ProSt 486: Senior Project** or **ProSt 490: Administrative Practicum** is required.
4. To complement study in Public Administration, a minimum of 6 credits in Political Science is required, including **PolSc 330**.

Note: Students interested in the law-related aspects of public administration should refer to page 62 for information on the Justice Administration theme. Those interested in Health Administration should refer to page 71.

SAMPLE: PUBLIC ADMINISTRATION PROGRAM

Area of Concentration: **Professional Studies**
Specialization: **Public Administration**

Professional Studies Requirements: (36 credits)	
	Credits
Professional Studies Basic and Skills Courses	6
Public Administration	24
Political Science	<u>6</u>
TOTAL	36

Electives: Based on Student Competency Goals: (19-29 credits)	
	Credits
Additional courses should be taken in Humanities and Social Sciences	<u>19-29</u>
TOTAL UPPER DIVISION CREDITS	55-65

PubAd 301 **Introduction to Health Care Administration** (3)
 This course will examine the history and current functions of health and social service delivery systems in the United States. The focus will be on the components of these systems, how

they interact and their internal and external controls. To achieve this goal the course will survey the fundamental theories, principles, and concepts of management to prepare the students for a middle management position in the health care field. A primary objective is to begin developing the ability to effectively solve organizational problems using management theory.

PubAd 302

Law for Health Care Administrators (3)

This course is an introduction to the specifics of health-related legislation and programs, and their implications for providers and consumers of health care. The legal principles and issues for medical caseworkers, along with liability of health care facilities and staff for injuries to patients, and abuses to patients' rights by the health care system will be examined. Topic areas also include malpractice suits and legislation, collection of bills, informed consent of patients to medical and surgical procedures.

PubAd 303

Administrative Theory (3)

This course addresses itself to the various behavioral approaches and conceptual schemes for studying administrative organization. Particular attention is paid to historical perspectives and the modern phenomenon of bureaucracy. (Cross-listed with BusAd 303)

PubAd 304

Applied Administration (3)

The first part of this course will provide a broad approach to an analysis of the basic administrative principles used by managers. Students will become familiar with the management process and examine the characteristics of a manager and the influence of the internal and external environment on the management process. The second half of the course will examine the planning techniques, budgeting, and statistical/quantitative approaches to decision-making in management. (Prerequisite: PubAd 301)

PubAd 305

Introduction to Planning in Health Administration (3)

This course will explore the basic steps used in policy-level planning; operational, problem-solving and strategic planning. Basic concepts relating to usage, applications, approaches, and difficulties of each planning approach will be discussed. (Prerequisite: PubAd 301)

PubAd 306

Principles of Public Administration (3)

Development of governmental administration in the United States and particularly in Hawaii:

theories of administrative organization; principles and methods of administrative management and executive leadership; interpersonal and intergroup relationships; levels of decision-making, ethics and responsibility. (Cross-listed with PolSc 306)

PubAd 307

Epidemiology and Biostatistics in Health Administration (3)

This course introduces epidemiologic concepts and methods used to resolve health problems and to assist in clinical practice and health management. Description of disease patterns, formulation of logical inferences and scientific reporting will be emphasized. Applications of epidemiologic thinking to the natural history and etiology of disease control, together with clinical decision making, health planning and evaluation will be introduced where appropriate. Students will be exposed to the use of microcomputers to store, retrieve, and conduct analysis of epidemiologic data. (Prerequisite: PubAd 301)

PubAd 308

Citizen Law (3)

A systematic analysis of the relationship of the role of the citizen and the law. An introduction to basic areas of law and legal principles relevant to administrators. Practical application of the law to such problems as lawsuits, consumer and business torts, property laws, labor and management, and constitutional law. Other areas shall also be explored, defined, and conceptualized. (Recommended preparation: Law 100 or equivalent)

PubAd 309

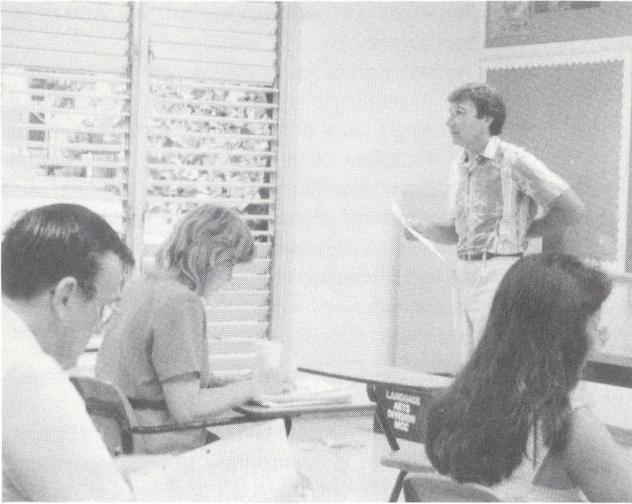
Criminal Law and Procedures (3)

Materials and cases treating criminal law and procedures within the context of the American polity. Systematic analysis of the role of the citizen in relationship to operational legal principles and procedures of criminal law. An emphasis on contemporary problems and recent court decisions.

PubAd 310

Research Methods in Public Administration and Justice Administration (3)

Examines various research designs and methodologies as applied to different functional areas in both Public and Justice Administration. This course is meant to familiarize students with content analysis, experimental and quasi-experimental designs, evaluation research and field studies, as applied to various areas of administration, program evaluation and policy research.



Dr. Prizzia lectures at UHWO's Maui Weekend College

- PubAd 311 **Philosophy of Law (3)**
Why do we have laws? Study of the origin and justifications of legal systems, who makes the laws, what makes laws just, and the relation of law to ethical and other non-legal values. (Cross-listed with Phil 311)
- PubAd 312 **Bureaucratic Politics (3)**
This course is designed to describe and explain the ways in which politics and administration relate. Policy analysis and social criticism are discussed within the context of public administration and the political environment. (Cross-listed with PolSc 312)
- PubAd 316 **Constitutional Law (3)**
An examination of the nature and development of the United States constitutional system. Emphasis on the role of the courts in interpreting the concepts of separation of powers, federalism, the police power, and the commerce clause. In addition, a study of fundamental rights as protected by the U.S. Constitution and other legal provisions and the role of the courts in interpreting freedom of expression and conscience, due process, and equal protection of the laws will be covered. (Cross-listed with PolSc 316)
- PubAd 320 **Correctional Administration (3)**
This course will provide an overview of correctional administration in America. It will examine corrections as a social institution, the place of corrections in the Criminal Justice system, federal and state prison systems, institutional management (staffing, programs and services), and future directions such as the current trend toward community-based corrections.

- PubAd 329 **Complex Organizations (3)**
This course provides an analysis of rationally designed systems of interpersonal behavior. The characteristics, attributes and problems of bureaucracies such as education, government and business organizations are considered. (Cross-listed with Soc 329)
- PubAd 351 **Personnel Administration (3)**
This course provides a general survey of theory and practice in the process of public and private personnel administration. Topics such as recruitment, selection, training, and evaluation are considered. (Cross-listed with BusAd 351)
- PubAd 352 **Comparative Public Administration (3)**
Comparative ecology of public administration in selected countries; analysis of similarities and differences in administrative structures and functions in developed and developing nations; practicalities of cross-cultural transferability of administrative concepts and processes. (Cross-listed with PolSc 352)
- PubAd 354 **Leadership and Executives (3)**
An examination of leadership roles and the qualities of leaders. Emphasis on the constitutional, political, and administrative responsibilities of the U.S. Presidency, growth and function of federal and state executive agencies, and selected foreign systems. (Cross-listed with PolSc 354)
- PubAd 361 **Seminar in Labor-Management Relations (3)**
Study of labor-management relations; the history, organization, and relationship to the administrative process. Primary focus is on labor-management relations in the private sector, but course will also cover the basic factors which distinguish private from public employment relations. Specific consideration given to current problems on the mainland and in Hawaii. (Cross-listed with BusAd 361)
- PubAd 367 **Labor-Management Relations in the Public Service (3)**
Review and analysis of the basic factors which distinguish private from public employment relations, and examination of the development of recent legislation and programs on the federal, state and municipal levels. Specific considerations given to current problems on the mainland and in Hawaii. (Prerequisite: BusAd 361/ PubAd 361 or consent of instructor)

- PubAd 370 **Politics and Public Policy (3)**
An introduction to the processes through which public policy is formulated and executed in the U.S. and selected foreign political systems. Concern is focused on the comparative study of political relationships of administrative agencies with clienteles, interest groups, and the legislative, executive, and administrative branches. Special attention is also given to questions of administrative responsibility and ethics in the public service. (Cross-listed with PolSc 370)
- PubAd 371 **Comparative Labor-Management Relations (3)**
This course provides for the study of labor-management relations in selected countries; analysis of similarities and differences in functions, origins of unions, labor laws, and government regulation and intervention in the process of dispute resolution. Particular emphasis will be placed on comparisons of Japanese and European models, with regard to the public and private sector unions, and the role of the government, labor and business. Each student will be required to select a country and focus on the labor-management process. (Prerequisite: BusAd 361 or PubAd 361) (Cross-listed with BusAd 371)
- PubAd 380 **Psychology of Justice Administration (3)**
Considers psychological characteristics of status offenders, methods of individual and crowd control, negotiation in hostage and family disputes, organizational and administrative issues and remedies, and approaches to personal problems such as job-related stress. (Cross-listed with Psy 380)
- PubAd 386 **State and Local Governments (3)**
Principles and problems of administration at state and local level. Focus on different forms of government utilized in various regions of the United States with an emphasis on Hawaii State Government. (Cross-listed with PolSc 386)
- PubAd 397 **Human Relations in Management (3)**
This course acquaints students with contributions made by sociology, psychology, and related behavioral sciences to the understanding and prediction of human behavior in organizations. There will be a focus on the motivational approaches, leadership development, group functions, managing conflict, and managing change. (Cross-listed with BusAd 397)
- PubAd 400 **Dynamics of Administration in American Bureaucracy (3)**
Organization of government agencies in carrying out public policy; scope, development, and changing theory of public administration within the discipline of political science; conceptual models of bureaucracy and decision-making; organizational theory and computer systems technology; representation in public bureaucracies. (Prerequisite: PubAd 306/PolSc 306 or equivalent)
- PubAd 402 **Contemporary Problems in Public Administration (3)**
An examination in seminar format of major problems in contemporary public administration. Course will focus on government organizations at federal, state and local levels. Other related organizations such as non-profit agencies will also be covered.
- PubAd 406 **Contemporary Problems of Justice Administration in America (3)**
Survey of major issues and problems related to the administration of justice in America. Such issues as politics and administration of justice, police discretion, prosecutorial discretion, plea bargaining, criminal defense, trial and sentencing, probation and parole will be discussed. (Cross-listed with PolSc 406)
- PubAd 409 **Legal Foundations of Justice Administration (3)**
Local, state, and federal judicial systems; constitutional, judicial, and legislative influences on the administration of justice. (Cross-listed with PolSc 409)
- PubAd 411 **Comparative Criminal Justice Systems (3)**
This course will consist of a comparative analysis of the criminal justice systems of England, Japan, the Soviet Union, and other selected nations. Accordingly, an in-depth examination of the police, judiciary, corrections and juvenile justice subsystems will be undertaken and systematically compared to the American system.
- PubAd 412 **Productivity in Public and Justice Administration (3)**
A detailed examination of the most important strategies for improving productivity in the public sector. These will include applications of technology and capital investment, use of management information systems (MIS's), performance evaluation techniques, performance

budgeting, monetary and non-monetary incentives, productive collective bargaining, and various behavioral techniques to improve motivation.

PubAd 470

Program Planning for Administrators (3)

Principles and problems of program planning and evaluation. PPBS and other approaches to cost-effectiveness by state governments are explored.

PubAd 475

Administrative Law (3)

Role and nature of administrative law; procedural requirements and judicial review of administrative actions; safeguards against arbitrary action; delegation of legislative power; legal principles and trends in the development of public administration. Also includes review and analysis of contemporary problems in administrative law; regulatory administration; informal actions; administrative discretion and its abuses.

PubAd 477

Risk Management: Problems and Prospects for Public Administration (3)

Implications of risk management for public administration within the theoretical framework of the welfare state. Review of landmark public laws beginning with the Social Security Act of 1935 and their social and ethical import. Efforts of state legislatures to enact tort reform will form the conceptual core of this course.

PubAd 480

Organizational Behavior (3)

The focus of this course is on the impact of the organizational and industrial environment on the personality of the individual. Course content includes a survey of the factors involved in industry and organizational life such as job analysis, selection, training, motivation, worker satisfaction, styles of leadership, and human engineering. Case studies are also included. (Cross-listed with BusAd 480 and Psy 480)

PubAd 481

Ethics and Administration (3)

Consideration of the ethical problems that face administrators in the public or private sectors from a theoretical point of view and in application to particular cases. Such issues as corporate responsibility to communities, shareholders, and competitors, bribery, honesty, racialism, ecology, and false or misleading advertising will be discussed. (Cross-listed with Phil 481 and BusAd 481)

PubAd 483

Seminar in Politics and Policy of Health Care (3)

Selected topics in bureaucratic policy-making focusing on the problems of health administration. Various aspects of bureaucracy from a national (federal) perspective will be explored.

PubAd 434

Criminology (3)

This course will explore the major theories of crime causation, the measurement of crime and its impact, various crime typologies, and the overall societal reaction to crime and criminal offenders. A major focus of this course is the exploration of possible social programs and policies that might be initiated to achieve a combination of crime reduction and social justice. (Cross-listed with Soc 434)

PubAd 435

Women in the Criminal Justice System (3)

This course will consist of a comprehensive examination of the role of women in the criminal justice system. Topics will include: 1) Women as criminal justice professionals—recruitment and police academy training, organizational responses to women in law enforcement, women lawyers and judges in criminal courts, women in corrections; 2) women as offenders—the changing pattern of female crime, and 3) women as victims—battering and assault, rape and murder, treatment of female victims by the criminal justice system. (Cross-listed with Soc 435)

PubAd 455

Economics of the Public Sector (3)

Economic analysis of public decision-making. Topics include public goods, externalities, and cost-benefit analysis, as well as government revenues and expenditures. (Prerequisite: Econ 301 or consent of instructor) (Cross-listed with Econ 455)

PubAd 457

Public Budgeting (3)

Budgetary decision-making in governmental units. Political, economic and administrative aspects of budgeting are examined. Analysis of budget innovations such as the Program, Planning and Budgeting system and zero-based budgeting.

PubAd 458

Economics of Health Care (3)

This course will include an economic analysis of public and health care-related decision-making, public goods, externalities and cost benefit analysis, as well as government revenues and expenditures, since current U.S. health systems are the historical result of both public and private enterprises. This course will explore the unique economic aspects of the health care system (Prerequisite: Econ 151/130) (Cross-listed with Econ 458)

Problems of the federal bureaucracy in administering national health-care programs will be discussed. (Cross-listed with PolSc 483)

PubAd 496 **Selected Topics in Administration** (3)
(Alpha) Topics will vary with program relevancy and student interest. May be repeated for credit with permission of instructor.

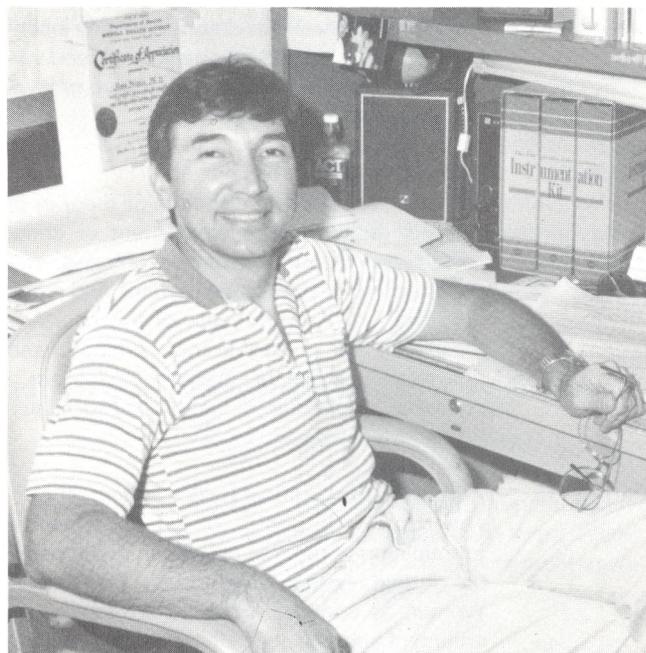
PubAd 499 **Directed Reading and Research** (v)
To be arranged with instructor.

Professional Studies: The Theme Learning Mode

A program of study created around a problem or theme may be designed by the Professional Studies student during the development of his/her educational plan, with the assistance of an academic advisor. In preparing the educational plan the student will select those learning experiences or courses that contribute to his/her knowledge of the theme selected.

In addition to themes which the student may devise, specialized programs of study in Professional Studies have been developed for those students who are interested in either the legal or health system from the point of view of public administration, or international affairs from the vantage point of business.

Students electing to pursue study in a Professional Studies theme must consult with their program advisor before beginning course work. The educational plan developed by the student requires the advisor's approval.



Ross Prizzia, Professor of Public Administration

Theme 1: Justice Administration

Program Requirements:

The Justice Administration theme is an interdisciplinary program that draws on the special knowledge of several disciplines. To specialize in Justice Administration, the student must develop a program of study that includes the following:

1. **ProSt: 310 Statistical Techniques** (or an approved lower division statistics course) is required. One additional Professional Studies Basic or Skills course is also required.
2. Twenty-four credits in Justice Administration Theme courses are required, including **ProSt 486 or ProSt 490, PubAd 306, PubAd 406, PubAd 310, and PolSc 330**. (It is recommended that students complete PubAd 310 prior to ProSt 486.) Of the remaining 9 credits of theme study, a minimum of 3 credits must be in Public Administration courses and 6 credits must be in law-related courses. Note: Law-related courses are indicated by "LR" after the course title.
In meeting theme requirements, the following courses are highly recommended: PubAd 309, PubAd 316, and PubAd 409.
3. To complement the theme, six credits in theme-related Social Sciences courses are required.
4. For students who wish to broaden their perspective, six credits in the Humanities, and courses in the Social Sciences or Business Administration are suggested.

Note: Justice Administration programs must be planned with a program advisor.

SAMPLE: JUSTICE ADMINISTRATION THEME

Area of Concentration: **Professional Studies**

Specialization: **Justice Administration**

Professional Studies Requirements: (36 credits)

	Credits
Professional Studies Basic or Skills Courses	6
Justice Administration Theme	24
Social Sciences Courses	6
TOTAL	36

Electives: Based on Theme Requirements: (19-29 credits)

	Credits
Additional courses should be taken in Humanities and Social Sciences	19-29

TOTAL UPPER DIVISION CREDITS 55-65

Business Administration

- BusAd 314 **Business Law I** (3) (LR)
Introduction to legal environment in which business operates with particular attention to principles of law relating to contracts, agencies, partnerships, corporations and government regulations. (Not recommended for those who have completed Law 200 or equivalent.)
- BusAd 315 **Business Law II** (3) (LR)
Continuation of Business Law I. Critical study of legal environment of business administration with particular attention to principles of law relating to sales, real property, personal property, debtor-creditor relations and commercial paper. Also considered are legal aspects of international business transactions. (Prerequisite: BusAd 314)
- BusAd 481 **Ethics and Administration** (3)
Consideration of the ethical problems that face administrators in the public and private sectors from a theoretical point of view and in application to particular cases. Such issues as corporate responsibility to communities, shareholders, and competitors, bribery, honesty, racialism, ecology, and false or misleading advertising will be discussed. (Cross-listed with Phil 481 and PubAd 481)

Public Administration

- PubAd 306 **Principles of Public Administration** (3)
Development of governmental administration in the United States and particularly in Hawaii: theories of administrative organization; principles and methods of administrative management and executive leadership; interpersonal and intergroup relationships; levels of decision-making, ethics and responsibility. (Cross-listed with PolSc 306)
- PubAd 308 **Citizen Law** (3) (LR)
A systematic analysis of the relationship of the role of the citizen and the law. An introduction to basic areas of law and legal principles relevant to administrators. Practical application of the law to such problems as lawsuits, consumer and business torts, property laws, labor and management, and constitutional law. Other areas shall also be explored, defined, and conceptualized. (Recommended preparation: Law 100 or equivalent)

- PubAd 309 **Criminal Law and Procedures** (3) (LR)
Materials and cases treating criminal law and procedures within the context of the American polity. Systematic analysis of the role of the citizen in relationship to operational legal principles and procedures of criminal law. An emphasis on contemporary problems and recent court decisions.
- PubAd 310 **Research Methods in Public Administration and Justice Administration** (3)
Examines various research designs and methodologies as applied to different functional areas in both Public and Justice Administration. This course is meant to familiarize students with content analysis, experimental and quasi-experimental designs, evaluation research and field studies, as applied to various areas of administration, program evaluation and policy research.
- PubAd 316 **Constitutional Law** (3) (LR)
An examination of the nature and development of the United States constitutional system. Emphasis on the role of the courts in interpreting the concepts of separation of powers, federalism, the police power, and the commerce clause. In addition, a study of fundamental rights as protected by the U.S. Constitution and other legal provisions and the role of the courts in interpreting freedom of expression and conscience, due process, and equal protection of the laws will be covered. (Cross-listed with PolSc 316)
- PubAd 320 **Correctional Administration** (3)
This course will provide an overview of correctional administration in America. It will examine corrections as a social institution, the place of corrections in the Criminal Justice system, federal and state prison systems, institutional management (staffing, programs and services), and future directions such as the current trend toward community-based corrections.
- PubAd 329 **Complex Organizations** (3)
This course provides an analysis of rationally designed systems of interpersonal behavior. The characteristics, attributes and problems of bureaucracies such as education, government and business organizations are considered. (Cross-listed with Soc 329)
- PubAd 367 **Labor-Management Relations in the Public Service** (3)
Review and analysis of the basic factors which distinguish private from public employment

relations, and examination of the development of recent legislation and programs on the federal, state and municipal levels. Specific consideration given to current problems on the mainland and in Hawaii. (Prerequisite: PubAd 361/BusAd 361 or consent of instructor)

PubAd 380

Psychology of Justice Administration (3) (LR)
Considers psychological characteristics of status offenders, methods of individual and crowd control, negotiation in hostage and family disputes, organizational and administrative issues and remedies, and approaches to personal problems such as job-related stress. (Cross-listed with Psy 380)

PubAd 386

State and Local Governments (3)
Principles and problems of administration at state and local level. Focus on different forms of government utilized in various regions of the United States with an emphasis on Hawaii State Government. (Cross-listed with PolSc 386)

PubAd 400

Dynamics of Administration in American Bureaucracy (3)
Organization of government agencies in carrying out public policy; scope, development, and changing theory of public administration within the disciplines of political science; conceptual models of bureaucracy and decision-making; organizational theory and computer systems technology; representation in public bureaucracies. (Prerequisite: PubAd 306/PolSc 306 or equivalent)

PubAd 406

Contemporary Problems of Justice Administration in America (3) (LR)
Survey of major issues and problems related to the administration of justice in America. Such issues as politics and administration of justice, police discretion, prosecutorial discretion, plea bargaining, criminal defense, trial and sentencing, probation and parole will be discussed. (Cross-listed with PolSc 406)

PubAd 409

Legal Foundations of Justice Administration (3) (LR)
Local, state, and federal judicial systems; constitutional, judicial, and legislative influences on the administration of justice. (Cross-listed with PolSc 409)

PubAd 411

Comparative Criminal Justice Systems (3)
This course will consist of a comparative analysis of the criminal justice systems of England, Japan, the Soviet Union, and other selected nations. Accordingly, an in-depth examination

of the police, judiciary, corrections and juvenile justice subsystems will be undertaken and systematically compared to the American system.

PubAd 412

Productivity in Public and Justice Administration (3)

A detailed examination of the most important strategies for improving productivity in the public sector. These will include applications of technology and capital investment, use of management information systems (MIS's), performance evaluation techniques, performance budgeting, monetary and non-monetary incentives, productive collective bargaining, and various behavioral techniques to improve motivation.

PubAd 434

Criminology (3)

This course will explore the major theories of crime causation, the measurement of crime and its impact, various crime typologies, and the overall societal reaction to crime and criminal offenders. A major focus of this course is the exploration of possible social programs and policies that might be initiated to achieve a combination of crime reduction and social justice. (Cross-listed with Soc 434)

PubAd 435

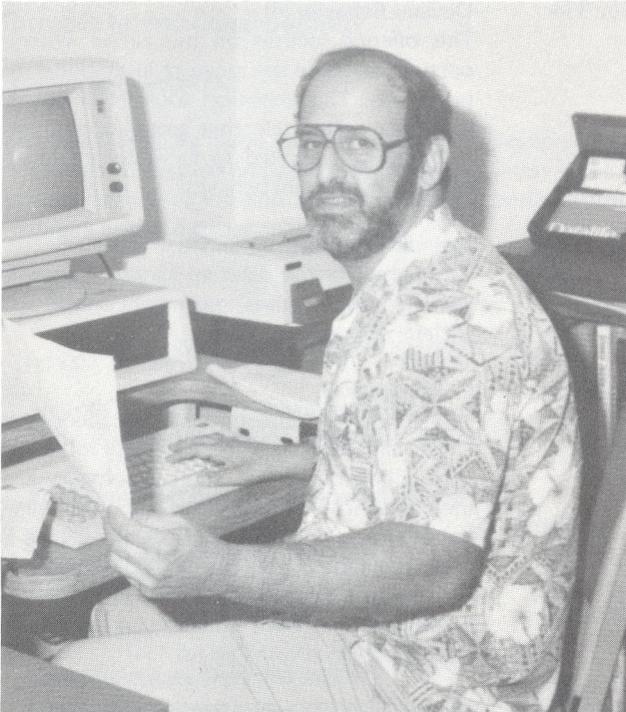
Women in the Criminal Justice System (3)

This course will consist of a comprehensive examination of the role of women in the criminal justice system. Topics will include: 1) Women as criminal justice professionals—recruitment and police academy training, organizational responses to women in law enforcement, women lawyers and judges in criminal courts, women in corrections; 2) women as offenders—the changing pattern of female crime; and 3) women as victims—battering and assault, rape and murder, treatment of female victims by the criminal justice system. (Cross-listed with Soc 435)

PubAd 475

Administrative Law (3) (LR)

Role and nature of administrative law; procedural requirements and judicial review of administrative actions; safeguards against arbitrary action; delegation of legislative power; legal principles and trends in the development of public administration. Also includes review and analysis of contemporary problems in administrative law; regulatory administration; informal actions; administrative discretion and its abuses.



Gary Helfand, Associate Professor of Public Administration

- PubAd 481 **Ethics and Administration (3)**
 Consideration of the ethical problems that face administrators in the public and private sectors from a theoretical point of view and in application to particular cases. Such issues as corporate responsibility to communities, shareholders, and competitors, bribery, honesty, racialism, ecology, and false or misleading advertising will be discussed. (Cross-listed with Phil 481 and BusAd 481)

Anthropology

- Anth 421 **Law, Politics and Social Control (3) (LR)**
 Legal and political institutions of less complex societies; cultural factors relating to social control.

History

- Hist 384 **Hawaii (3)**
 Survey of the social, economic and political history of the Islands from the earliest times to the present. Emphasis is on the elements of change and continuity that have shaped the culture and history of the Islands. The contributions of the diverse ethnic groups will be stressed.

Philosophy

- Phil 311 **Philosophy of Law (3) (LR)**
 Why do we have laws? Study of the origin and justifications of legal systems, who makes the laws, what makes laws just, and the relation of law to ethical and other non-legal values (Cross-listed with PubAd 311)
- Phil 481 **Ethics and Administration (3)**
 Consideration of the ethical problems that face administrators in the public and private sectors from a theoretical point of view and in application to particular cases. Such issues as corporate responsibility to communities, shareholders, and competitors, bribery, honesty, racialism, ecology, and false or misleading advertising will be discussed. (Cross-listed with BusAd 481 and PubAd 481)

Political Science

- PolSc 316 **Constitutional Law (3) (LR)**
 An examination of the nature and development of the United States constitutional system. Emphasis on the role of the courts in interpreting the concepts of separation of powers, federalism, the police power, and the commerce clause. In addition, a study of fundamental rights as protected by the U.S. Constitution and other legal provisions and the role of the courts in interpreting freedom of expression and conscience, due process, and equal protection of the laws will be covered. (Cross-listed with PubAd 316)
- PolSc 330 **American National Government (3)**
 An in-depth analysis of American political institutions. Emphasis on previous research by political scientists and potential research topics related to American politics and government.
- PolSc 386 **State and Local Governments (3)**
 Principles and problems of administration at state and local level. Focus on different forms of government utilized in various regions of the United States with an emphasis on Hawaii State Government. (Cross-listed with PubAd 386)
- PolSc 406 **Contemporary Problems of Justice Administration in America (3) (LR)**
 Survey of major issues and problems related to the administration of justice in America. Such issues as politics and administration of justice,

police discretion, prosecutorial discretion, plea bargaining, criminal defense, trial and sentencing, probation and parole will be discussed. (Cross-listed with PubAd 406)

PolSc 409 Legal Foundations of Justice Administration (3) (LR)

Local, state, and federal judicial systems; constitutional, judicial, and legislative influences on the administration of justice. (Cross-listed with PubAd 409)

Psychology

Psy 380 Psychology of Justice Administration (3)(LR)

Considers psychological characteristics of status offenders, methods of individual and crowd control, negotiation in hostage and family disputes, organizational and administrative issues and remedies, and approaches to personal problems such as job-related stress. (Cross-listed with PubAd 380)

Psy 471 Psychology and the Law (3)

The relationship between psychological theories, techniques, and research findings and the needs and practices of the legal system. Topics include civil commitment, the rights of mental patients, psychological testimony, competency to stand trial, the insanity defense, treatment in "criminal justice" institutions, and legislation involving mental health.

Social Sciences

SocSc 301 Methods and Techniques in Social Science Research (3)

An examination of the various stages involved in social research. Areas to be covered include the relationship between theory and research methods, sampling and measurement, research designs, data collection instruments, and data analysis and reporting.

Sociology

Soc 329 Complex Organizations (3)

This course provides an analysis of rationally designed systems of interpersonal behavior. The characteristics, attributes and problems of bureaucracies such as education, government and business organizations are considered. (Cross-listed with PubAd 329)

Soc 334 Deviant Behavior (3)

This offering focuses on the action systems occurring outside the range of institutional expectations. The analytical tools of sociology (e.g., race, status, reference group, opportunity structure) are applied to facilitate an understanding of aberrant behavior.

Soc 431 Juvenile Delinquency (3) (LR)

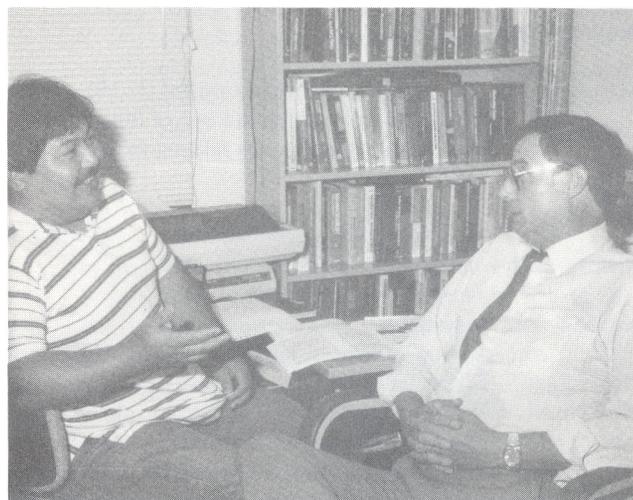
An analysis of the different forms of juvenile deviance, their causes, means of control, and societal responses.

Soc 434 Criminology (3)

This course will explore the major theories of crime causation, the measurement of crime and its impact, various crime typologies, and the overall societal reaction to crime and criminal offenders. A major focus of this course is the exploration of possible social programs and policies that might be initiated to achieve a combination of crime reduction and social justice. (Cross-listed with Pub Ad 434)

Soc 435 Women in the Criminal Justice System (3)

This course will consist of a comprehensive examination of the role of women in the criminal justice system. Topics will include: 1) Women as criminal justice professionals—recruitment and police academy training, organizational responses to women in law enforcement, women lawyers and judges in criminal courts, women in corrections; 2) women as offenders—the changing pattern of female crime; and 3) women as victims—battering and assault, rape and murder, treatment of female victims by the criminal justice system. (Cross-listed with Pub Ad 435)



Dr. Stiller listens attentively as student makes his point

Theme 2: International Business

Program Requirements:

This special learning mode, offered within the Professional Studies Program, is aimed primarily at students of Business Administration desiring to develop a sound level of expertise in the important field of international business.

SAMPLE: INTERNATIONAL BUSINESS THEME	
<i>Area of Concentration: Professional Studies</i>	
<i>Specialization: International Business Theme</i>	
Professional Studies Requirements: (36 credits)	
	Credits
Professional Studies Basic and Skills Courses	6
International Business Theme	30
TOTAL	36
Complementary Field: (9 credits)	
Economics	9
Electives: Based on Theme Requirements: (10–20 credits)	
	Credits
Additional courses should be taken in Humanities, Social Sciences, and Public Administration	10–20
TOTAL UPPER DIVISION CREDITS	55–65

The International Business Theme is an interdisciplinary program combining the established knowledge of several academic disciplines. Students in this program are strongly encouraged to select courses that, in their subject matter and content, complement the International Business Theme.

Students electing the International Business Theme must fulfill specific requirements, as follows:

1. Six credits in Professional Studies. **ProSt 310: Statistical Techniques** is required as part of the Professional Studies core.
2. A minimum of 30 credits of coursework in Business Administration, of which **BusAd 300: Principles of Marketing**, **BusAd 311: Business Finance**, **BusAd 314: Business Law I**, **BusAd 440: International Marketing**, **BusAd 442: International Financial Management**, **BusAd 446: Multinational Business Management**, and **BusAd 448: International Business and Multinational Enterprises** are required courses. **ProSt 486: Senior Project** or **ProSt 490: Practicum** is also required.

3. A minimum of 9 credits in Economics, of which **Econ 301: Intermediate Microeconomic Theory** and **Econ 460: International Trade** are required.
4. Electives taken from the Humanities, Social Sciences, and Public Administration should relate to the International Business Theme.
5. Students are also encouraged to develop competence in a foreign language. Although University of Hawaii-West Oahu does not offer language courses at this time, students may take lower division language courses (French, German, Japanese, Spanish, and Tagalog) at Leeward Community College along with their coursework at University of Hawaii-West Oahu.

Note: Students in the International Business Program must plan their program with an advisor.

Business Administration

- BusAd 300 Principles of Marketing (3)**
This course covers all major areas and concepts of marketing. It discusses the nature of marketing, marketing opportunity analysis, marketing research and information systems, the development and application of the marketing mix, and the principles of international marketing.
- BusAd 301 Contemporary Business Problems (3)**
This course is designed to serve as a survey course for students interested in a career in business as well as for those who simply want to discover what contemporary business is about.
- BusAd 305 Managerial Accounting (3)**
Output of cost accounting systems relevant to managerial decision-making, planning, and control. Topics include: job order, process, direct and standard cost systems, with emphasis on the creative application and analysis of costs. (Prerequisite: Acct 201 and 202 or equivalent, or BusAd 306)
- BusAd 307 Individual Income Taxation (3)**
Study of the concepts involved in determination of federal income tax liability and preparation of tax returns, with emphasis on tax problems of individuals, tax research and tax planning. (Prerequisite: BusAd 306, introductory accounting or consent of instructor.)
- BusAd 311 Business Finance (3)**
Management techniques for and considerations in determining short-term, intermediate-term, and long-term financial needs of an organization are considered. Sources of funds

	available to private and public organizations are explored. Relevant financial instruments are examined. (Prerequisites: Introductory accounting course, plus ProSt 310)	BusAd 361	Seminar in Labor-Management Relations (3) Study of labor-management relations; the history, organization, and relationship to the administrative process. Primary focus is on labor-management relations in the private sector, but course will also cover the basic factors which distinguish private from public employment relations. Specific considerations given to current problems on the mainland and in Hawaii. (Cross-listed with PubAd 361)
BusAd 312	Financial Accounting I (3) Accounting process, and the application of generally accepted accounting principles to accounting for cash, receivables, inventories, plant and equipment, and current liabilities. (Prerequisite: Acct 201 and 202 or equivalent, or BusAd 306)	BusAd 364	Retailing Management (3) Principles, functions and analysis of problems in retailing: location and layout, merchandise planning, buying and selling, organization, expense analysis and control, coordination of store activities. An important component of this course is a supermarket computer simulation game in which all students are required to formulate relevant business decisions. (Prerequisites: BusAd 300 and Econ 301)
BusAd 313	Financial Accounting II (3) Application of generally accepted accounting principles to accounting for corporate equities, long-term debt, investments, funds flow, and analysis of financial statements. (Prerequisite: BusAd 312)	BusAd 371	Comparative Labor-Management Relations (3) This course provides for the study of labor-management relations in selected countries; analysis of similarities and differences in functions, origins of unions, labor laws, and government regulation and intervention in the process of dispute resolution. Particular emphasis will be placed on comparisons of Japanese and European models, with regard to the public and private sector unions, and the role of the government, labor and business. Each student will be required to select a country and focus on the labor-management process. (Cross-listed with PubAd 371)
BusAd 314	Business Law I (3) Introduction to legal environment in which business operates with particular attention to principles of law relating to contracts, agencies, partnerships, corporations and government regulations. (Not recommended for those who have completed Law 200 or equivalent)	BusAd 400	Marketing Strategies (3) This course covers all aspects of marketing decision-making by the marketing executive. It discusses the integration of all elements of marketing into the firm's marketing program. Case studies and actual business situations will be used. (Prerequisite: BusAd 300)
BusAd 316	Investments (3) Introduction to various investment media and capital markets. Topics include the analysis of security returns using techniques such as the Beta coefficient, investment valuation models, portfolio selection and portfolio theory.	BusAd 418	Auditing (3) Discussion of auditing concepts, including standards, objectives and ethics for external auditors. Emphasis on reporting standards, internal control, evidence, statistical sampling and EDP audits. (Prerequisite: BusAd 313)
BusAd 317	Topics and Cases in Business Finance (3) Application of financial principles and analytical techniques to financial problems and developments. Lecture, discussions and case methods will be utilized. (Prerequisite: BusAd 311)	BusAd 431	Government Accounting (3) Concepts and principles of accountability for not-for-profit entities, with emphasis on governmental units. Topics include budgetary control and fund accounting systems and principles. (Prerequisite: BusAd 313)
BusAd 331	Advertising Management (3) This course covers advertising decision-making, advertising's role in the marketing mix, primary demand stimulation, selective demand stimulation, building complete advertising programs, and advertising agency relationships. (Prerequisite: BusAd 300)		
BusAd 351	Personnel Administration (3) This course provides a general survey of theory and practice in the process of public and private personnel administration. Topics such as recruitment, selection, training, and evaluation are considered. (Cross-listed with PubAd 351)		

BusAd 440 **International Marketing (3)**
This course focuses on the opportunities, problems, and decisions facing managers of international marketing. It considers the full range of international marketing involvement from the exporter to the multinational firm. (Prerequisite: BusAd 300)

BusAd 442 **International Financial Management (3)**
Financial decision-making in an international setting: analysis of direct foreign investment; economic, accounting and regulatory environments, including taxation; international money and capital markets; import and export financing; multinational working capital management, and risk aspects of international finance. (Prerequisite: BusAd 311)

BusAd 444 **Economies of the Pacific Basin (3)**
Analysis of recent developments in the structure, trend, and composition of the Pacific economies. Major emphasis is placed on the most important economies such as Japan, Taiwan, Korea, Philippines, Singapore, New Zealand, Australia and Mexico. (Prerequisite: Econ 300 or consent of instructor) (Cross-listed with Econ 444)

BusAd 446 **Multinational Business Management (3)**
Introduction to the unique problems and challenges in managing multinational business enterprises.

BusAd 448 **International Business and Multinational Enterprises (3)**
Analysis of international business and the multinational corporation. Consideration of international trade and monetary economics, theory, and policy. Focus on operational issues confronting the multinational corporation in global environment. Integrated cases linking the multinational corporation and its environment.

BusAd 463 **Marketing Management (3)**
Discussion of theories regarding the development and administration of marketing programs. Topics cover policies of products, prices, distribution, and promotion. Course presentation is supplemented by extensive use of case analyses. (Prerequisite: BusAd 300)

Professional Studies

ProSt 313 **Communication Skills for Administrators (3)**
A study of both writing and public speaking for the improvement of communication for managers. (Cross-listed with Hum 313)

Public Administration

PubAd 352 **Comparative Public Administration (3)**
Comparative ecology of public administration in selected countries; analysis of similarities and differences in administrative structures and functions in developed and developing nations; practicalities of cross-cultural transferability of administrative concepts and processes. (Cross-listed with PolSc 352)

PubAd 370 **Politics and Public Policy (3)**
An introduction to the processes through which public policy is formulated and executed in the U.S. and selected foreign political systems. Concern is focused on the comparative study of political relationships of administrative agencies with clientele, interest groups, and the legislative, executive, and administrative branches. Special attention is also given to questions of administrative responsibility and ethics in the public services. (Cross-listed with PolSc 370)

Anthropology

Anth 351 **Culture, Thought, and Behavior (3)**
A cross-cultural approach to the socialization process and acquisition of behavior in children. The focus will be cultural differences in child rearing patterns, personality development, and its implications. (Cross-listed with Psy 351 and Soc 351)

Anth 416 **Economic Anthropology (3)**
Economic institutions and systems of exchange in non-Western societies.

Economics

Econ 300 **Intermediate Macroeconomic Theory (3)**
National income accounts and determination, Keynesian multiplier analysis, IS-LM model, national economic policy to combat unemployment and inflation. (Prerequisite: Econ 150/131 or 120 with "B" or better, or consent of instructor)

Econ 301 **Intermediate Microeconomic Theory (3)**
Price determination and resource allocation under various market structures, consumer theory, theory of the firm, externalities. (Prerequisite: Econ 151/130 or consent of instructor)

PROFESSIONAL STUDIES

Econ 405 **Comparative Economic Systems (3)**
 Comparison of institutions, operation performance, and growth of alternative economic systems: market, command, and traditional; emphasis on U.S., U.S.S.R. and/or People's Republic of China, underdeveloped economies. (Prerequisites: Econ 120, 150/131, 151/130 or consent of instructor)

Econ 444 **Economies of the Pacific Basin (3)**
 Analysis of recent developments in the structure, trend, and composition of the Pacific economies. Major emphasis is placed on the most important economies such as Japan, Taiwan, Korea, Philippines, Singapore, New Zealand, Australia and Mexico. (Prerequisite: Econ 300 or consent of instructor) (Cross-listed with BusAd 444)

Econ 460 **International Trade (3)**
 Theory of international trade and welfare, gains from specialization and exchange, impact of trade restrictions such as tariffs and quotas. (Prerequisite: Econ 301)

Econ 461 **International Finance (3)**
 Monetary aspects of international economics, optimum reserves, exchange rates, balance of payments, capital movements. (Prerequisites: Econ 300 and Econ 340)

History

Hist 311 **Chinese Culture (3)**
 A topical survey of Chinese civilization from its origins to the 17th century. Traces the major themes of Chinese civilization and assesses Chinese cultural contributions. Emphasis on philosophical, literary and historical traditions.

Hist 312 **Modern China (3)**
 A historical survey of China from the 17th century to the present, placing major emphasis on political and social developments, especially in the 20th century.

Hist 321 **Japanese Culture (3)**
 Examines the major aesthetic themes in Japanese civilization: the development of the Zen ethic and the emergence of the *bushido* or *samurai* spirit. Other currents such as the adaptation of foreign values to the Japanese setting and the recurrence of Japanese patterns, will also be stressed. Surveys Japan's religious, philosophical and literary as well as historical traditions.

Hist 322 **Modern Japan (3)**
 A survey of Japanese history and culture from the 18th century with emphasis on developments in the 20th century. Considers topically major themes and issues of Japan's emergence to world prominence.

Hist 338 **Modern European History (3)**
 Primarily a discussion course, concentrating selectively on critical issues in Western thought from the 18th century to the 20th century and major developments in culture and the arts. Readings from historical works, novels and art history.

Hist 466 **The United States in the Pacific (3)**
 While the growth of economic and political interests in the Pacific is surveyed, major emphasis is given to the clash of cultures created by America's activities in the region. Special attention is given to Hawaii's role as America's outpost in the Pacific in mid-20th century.

Humanities

Hum 303 (Alpha) **Comparative Traditions: Eastern and Western (3)**
 Multidisciplinary examination of universal themes as expressed in both western and eastern cultures. *Course content will vary. Course may be repeated for credit with permission of the instructor.*

Hum 313 **Communication Skills for Administrators (3)**
 A study of both writing and public speaking for improvement of communication for managers. (Cross-listed with ProSt 313)

Political Science

PolSc 352 **Comparative Public Administration (3)**
 Comparative ecology of public administration in selected countries; analysis of similarities and differences in administrative structures and functions in developed and developing nations; practicalities of cross-cultural transferability of administrative concepts and processes. (Cross-listed with PubAd 352)

PolSc 370 **Politics and Public Policy (3)**
 An introduction to the processes through which public policy is formulated and executed in the U.S. and selected foreign political systems. Concern is focused on the comparative study of political relationships of administrative agencies with clientele, interest groups,

and the legislative, executive, and administrative branches. Special attention is also given to questions of administrative responsibility and ethics in the public service. (Cross-listed with PubAd 370)

PolSc 450 **Asian Politics (3)**
 This course examines the political and social factors which determine domestic and foreign policy in China, Japan, India and other Asian nations. Topics covered include political development, government processes and institutions, the forces shaping political decisions, and the process of revolution.

Psychology

Psy 351 **Culture, Thought, and Behavior (3)**
 A cross-cultural approach to the socialization process and acquisition of behavior in children. The focus will be cultural differences in child rearing patterns, personality development, and its implications. (Cross-listed with Anth 351 and Soc 351)

Sociology

Soc 324 **Race and Ethnic Relations (3)**
 A general survey of the field of race and ethnic relations with attention to general processes operating in intergroup contact. Areas to be covered include the concepts of race and ethnicity, the social attributes of American minorities, the structure of intergroup relations, and the nature of prejudice and discrimination.

Soc 351 **Culture, Thought, and Behavior (3)**
 A cross-cultural approach to the socialization process and acquisition of behavior in children. The focus will be cultural differences in child rearing patterns, personality development, and its implications. (Cross-listed with Anth 351 and Psy 351)

Theme 3: Health Administration

Program Requirements:

The Health Administration Theme is an interdisciplinary program that draws on the special knowledge of several disciplines. To specialize in Health Administration, the student must develop a program of study with an advisor that includes the following:

1. **Prost 310: Statistical Techniques** is required. One additional course in Professional Studies is also required. Students are encouraged to take Prost 315.
2. Twenty-four (24) credits in Health Administration theme courses are required, including **ProSt 486 or 490, PubAd 301, PubAd 302, PubAd 305, and PubAd 307**. To meet theme requirements, PubAd 458, PubAd 470, and BusAd 306 are highly recommended.
3. To complement the theme, six credits in selected theme-related courses from another field such as Anthropology, Business Administration, Economics, Philosophy, Political Science, Psychology, Social Sciences, or Sociology are required.

Note: Health Administration programs MUST be planned with a program advisor.

SAMPLE: HEALTH ADMINISTRATION THEME	
<i>Area of Concentration: Professional Studies</i>	
<i>Specialization: Health Administration Theme</i>	
Professional Studies Requirements: (36 credits)	
	Credits
Professional Studies Basic or Skills Courses	6
Health Administration Theme	24
Theme Related Field (e.g. Sociology)	<u>6</u>
TOTAL	36
Electives: Based on Theme Requirements: (19–29 credits)	
	Credits
Additional courses should be taken in Humanities, and Social Sciences	<u>19–29</u>
TOTAL UPPER DIVISION CREDITS	55–65

Health Administration Theme Courses

PubAd 301 **Introduction to Health Care Administration (3)**
 This course will examine the history and current functions of health and social service delivery systems in the United States. The focus will be on the components of these systems, how they interact and their internal and external controls. To achieve this goal the course will survey the fundamental theories, principles, and concepts of management to prepare the students for a middle management position in the health care field. A primary objective is to begin developing the ability to effectively solve organizational problems using management theory.



Roe Ann Roberts, Assistant Professor of Public Administration

- PubAd 302 **Law for Health Care Administrators (3)**
 This course is an introduction to the specifics of health related legislation and programs, and their implications for providers and consumers of health care. The legal principles and issues for medical caseworkers, along with liability of health care facilities and staff for injuries to patients, and abuses to patients' rights by the health care system will be examined. Topic areas also include malpractice suits and legislation, collection of bills, informed consent of patients to medical and surgical procedures.
- PubAd 303 **Administrative Theory (3)**
 This courses addresses itself to the various behavioral approaches and conceptual schemes for studying administrative organization. Particular attention is paid to historical perspectives and the modern phenomenon of bureaucracy. (Cross-listed with BusAd 303)
- PubAd 304 **Applied Administration (3)**
 The first part of this course will provide a broad approach to an analysis of the basic administrative principles used by managers. Students will become familiar with the management process and examine the characteristics of a manager and the influence of the internal and external environment on the management process. The second half of the course will examine the planning techniques, budgeting, and statistical/quantitative approaches to decision-making in management. (Prerequisite: PubAd 301)
- PubAd 305 **Introduction to Planning in Health Administration (3)**
 This course will explore the basic steps used in policy-level planning; operational, problem-solving and strategic planning. Basic concepts

relating to usage, applications, approaches, and difficulties of each planning approach will be discussed. (Prerequisite: PubAd 301)

- PubAd 307 **Epidemiology and Biostatistics in Health Administration (3)**
 This course introduces epidemiologic concepts and methods used to resolve health problems and to assist in clinical practice and health management. Description of disease patterns, formulation of logical inferences and scientific reporting will be emphasized. Applications of epidemiologic thinking to the natural history and etiology of disease control, together with clinical decision making, health planning and evaluation will be introduced where appropriate. Students will be exposed to the use of microcomputers to store, retrieve, and conduct analysis of epidemiologic data. (Prerequisite: PubAd 301)
- PubAd 351 **Personnel Administration (3)**
 This course provides a general survey of theory and practice in the process of public and private personnel administration. Topics such as recruitment, selection, training, and evaluation are considered. (Cross-listed with BusAd 351)
- PubAd 458 **Economics of Health Care (3)**
 This course will include an economic analysis of public and health care-related decision making, public goods, externalities and cost benefit analysis, as well as government revenues and expenditures, since current U.S. health systems are the historical result of both public and private enterprises. This course will explore the unique economic aspects of the health care system (Prerequisite: Econ 151/130) (Cross-listed with Econ 458)
- PubAd 470 **Program Planning for Administrators (3)**
 Principles and problems of program planning and evaluation. PPBS and other approaches to cost-effectiveness by state governments are explored.
- PubAd 475 **Administrative Law (3)**
 Role and nature of administrative law; procedural requirements and judicial review of administrative actions; safeguards against arbitrary action; delegation of legislative power; legal principles and trends in the development of public administration. Also includes review and analysis of contemporary problems in administrative law; regulatory administration; informal actions; administrative discretion and its abuses.

- PubAd 477 **Risk Management: Problems and Prospects for Public Administration** (3)
Implications of risk management for public administration within the theoretical framework of the welfare state. Review of landmark public laws beginning with the Social Security Act of 1935 and their social and ethical import. Efforts of state legislatures to enact tort reform will form the conceptual core of this course.
- PubAd 480 **Organizational Behavior** (3)
The focus of this course is on the impact of the organizational and industrial environment on the personality of the individual. Course content includes a survey of the factors involved in industry and organizational life such as job analysis, selection, training, motivation, worker satisfaction, styles of leadership, and human engineering. Case studies are also included. (Cross-listed with BusAd 480 and Psy 480)
- PubAd 481 **Ethics and Administration** (3)
Consideration of the ethical problems that face administrators in the public or private sectors from a theoretical point of view and in application to particular cases. Such issues as corporate responsibility to communities, shareholders, and competitors, bribery, honesty, racialism, ecology, and false or misleading advertising will be discussed. (Cross-listed with Phil 481 and BusAd 481)
- Anthropology**
- Anth 351 **Culture, Thought, and Behavior** (3)
A cross-cultural approach to the socialization process and acquisition of behavior in children. The focus will be cultural differences in child rearing patterns, personality development, and its implications. (Cross-listed with Psy 351 and Soc 351)
- Anth 423 **Social and Cultural Change** (3)
An examination of the causes, processes, and effects of social change in simple and complex societies with emphasis on the major theories of social and cultural change. (Cross-listed with Soc 423)
- Business Administration**
- BusAd 300 **Principles of Marketing** (3)
This course covers all major areas and concepts of marketing. It discusses the nature of marketing, marketing opportunity analysis, marketing research and information systems, the development and application of the marketing mix, and the principles of international marketing.
- BusAd 306 **Concepts in Accounting** (3)
This course deals with the basic standards and principles that underlie the accumulation of accounting information and how such information is used in management decision-making. (Not recommended for those who have completed Acct 201 & 202 or equivalent)
- BusAd 312 **Financial Accounting I** (3)
Accounting process, and the application of generally accepted accounting principles to accounting for cash, receivables, inventories, plant and equipment, and current liabilities. (Prerequisite: Acct 201 and 202 or equivalent, or BusAd 306)
- BusAd 313 **Financial Accounting II** (3)
Application of generally accepted accounting principles to accounting for corporate equities, long-term debt, investments, funds flow, and analysis of financial statements. (Prerequisite: BusAd 312)
- BusAd 314 **Business Law I** (3)
Introduction to legal environment in which business operates with particular attention to principles of law relating to contracts, agencies, partnerships, corporations and government regulations. (Not recommended for those who have completed Law 200 or equivalent)
- BusAd 463 **Marketing Management** (3)
Discussion of theories regarding the development and administration of marketing programs. Topics cover policies of products, prices, distribution, and promotion. Course presentation is supplemented by extensive use of case analyses. (Prerequisite: BusAd 300)
- Economics**
- Econ 300 **Intermediate Macroeconomic Theory** (3)
National income accounts and determination, Keynesian multiplier analysis, IS-LM model, national economic policy to combat unemployment and inflation. (Prerequisite: Econ 150/131 or 120 with "B" or better, or consent of instructor)

PROFESSIONAL STUDIES

- Econ 301 **Intermediate Microeconomic Theory (3)**
Price determination and resource allocation under various market structures, consumer theory, theory of the firm, externalities. (Prerequisite: Econ 151/130 or consent of instructor)
- Econ 311 **Hawaii's Economy (3)**
Economic history of Hawaii from pre-Captain Cook to the present, current economic problems, trends and alternative economic futures for Hawaii. (Prerequisite: Econ 120, 150/131, or 151/130 or consent of instructor)
- Econ 458 **Economics of Health Care (3)**
This course will include an economic analysis of public and health care related decision-making, public goods, externalities, and cost-benefit analysis, as well as government revenues and expenditures, since current U.S. health systems are the historical result of both public and private enterprise. The course will explore the unique economic aspects of the health care system. (Prerequisite: Econ 151/130) (Cross-listed with PubAd 458)
- Philosophy**
- Phil 325 **Philosophy of Economics (3)**
Examination of the philosophical basis of Western economic systems. Emphasis on the conception of man, the role of economics in social life, and the vision of society from Adam Smith to the present. (Cross-listed with Econ 325)
- Phil 481 **Ethics and Administration (3)**
Consideration of the ethical problems that face administrators in the public and private sectors from a theoretical point of view and in application to particular cases. Such issues as corporate responsibility to communities, shareholders, and competitors; bribery; honesty; racialism, ecology; and false or misleading advertising will be discussed. (Cross-listed with BusAd 481 and PubAd 481)
- Political Science**
- Polsc 352 **Comparative Public Administration (3)**
Comparative ecology of public administration in selected countries; analysis of similarities and differences in administrative structures and functions in developed and developing nations; practicalities of cross-cultural transferability of administrative concepts and processes). (Cross-listed with PubAd 352)
- Polsc 415 **Political Parties and Pressure Groups (3)**
This course provides a study of the contenders for power and influence on the American political system. These include major and minor political parties and a variety of pressure groups including business, labor, agriculture, professional and ethnic. Their objectives, leadership, membership, organizational forms and techniques of influence are studied.
- Polsc 425 **Urban Politics (3)**
This course involves a study of the theory, process and development of political and administrative institutions in American cities and communities. Political institutions are treated as social mechanisms which generate, restrain and control social conflict.
- Polsc 483 **Seminar in Politics and Policy of Health Care (3)**
Selected topics in bureaucratic policy-making focusing on the problems of health administration. Various aspects of bureaucracy from a national (federal) perspective will be explored. Problems of the federal bureaucracy in administering national health-care programs will be discussed. (Cross-listed with PubAd 483)
- Psychology**
- Psy 322 **Learning, Motivation and Behavior Modification (3)**
This course provides the conceptual tools for analyzing the functional relationships between behavior and the environment. Practical applications of learning theory principles are developed through the behavior modification exercises designed to help students in their own self development efforts.
- Psy 351 **Culture, Thought, and Behavior (3)**
A cross-cultural approach to the socialization process and acquisition of behavior in children. The focus will be cultural differences in child rearing patterns, personality development, and its implications. (Cross-listed with Anth 351 and Soc 351)
- Psy 353 **Conflict Resolution (3)**
Factors contributing to interpersonal and societal conflict are explored along with methods for resolution. Structured role play with mediation and other techniques will be included.

Social Sciences

SocSc 301 **Methods and Techniques in Social Science Research** (3)
An examination of the various stages involved in social research. Areas to be covered include the relationship between theory and research methods, sampling and measurement, research designs, data collection instruments, and data analysis and reporting.

SocSc 311 **Critical Thinking and Problem Solving** (3)
An interdisciplinary course covering the practical application of logic, evidence, and the scientific method to the evaluation of data and arguments. Students will use both written and spoken communication to critically analyze selected contemporary issues. (Cross-listed with Prost 311)

SocSc 425 **Quantitative Methods for the Social Sciences** (3)
Statistical analysis using chi-square, analysis of variance, and nonparametric methods. Emphasis on practical results using computer packages rather than theoretical derivation. (Prerequisite: SocSc 310 or ProSt 310)

Sociology

Soc 324 **Race and Ethnic Relations** (3)
A general survey of the field of race and ethnic relations with attention to general processes operating in intergroup contact. Areas to be

covered include the concepts of race and ethnicity, the social attributes of American minorities, the structure of intergroup relations, and the nature of prejudice and discrimination.

Soc 351 **Culture, Thought, and Behavior** (3)
A cross-cultural approach to the socialization process and acquisition of behavior in children. The focus will be cultural differences in child rearing patterns, personality development, and its implications. (Cross-listed with Anth 351 and Psy 351)

Soc 401 **Urban Sociology** (3)
Students study the impact of the modern urban setting on social behavior, relationships and institutions. Problems of planning with respect to transportation, communications, housing, family life, education, employment, community relations and urban control are also considered.

Soc 411 **Aging in Mass Society** (3)
The study of aging in socio-cultural context, with emphasis on theories, methodologies, and research findings in the field. Topics include the status and roles of the aged, demography of aging, resources and social services and the elderly, employment and retirement, and personal and societal responses to aging.

Soc 423 **Social and Cultural Change** (3)
An examination of the causes, processes, and effects of social change in simple and complex societies with emphasis on the major theories of social and cultural change. (Cross-listed with Anth 423)

Notes

UH-West Oahu



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