UNIVERSITY OF HAWAI'I MAUI COLLEGE

GENERAL CATALOG | 2011-2012

USA

EDUCATION VISION

Baking
Restaurant Supervision

Human Services
Culinary Arts
Automotive Technology
Business Careers
Sustainable Construction Technology
Accounting
Natural Science
Liberal Arts
Engineering Technology
Agriculture & Natural Resources

INSPIRE MISSION

Cultural & Natural Resource Management
Floriculture & Landscape Maintenance
Horticulture & Landscape Maintenance
Nursery Management
Sustainable Tropical Crop Management

Dental Assisting
Dental Hygiene
Practical Nurse
Registered Nurse
Therapeutic Activity Aide I
Therapeutic Activity Aide II

DYNAMIC ACCOMPLISH

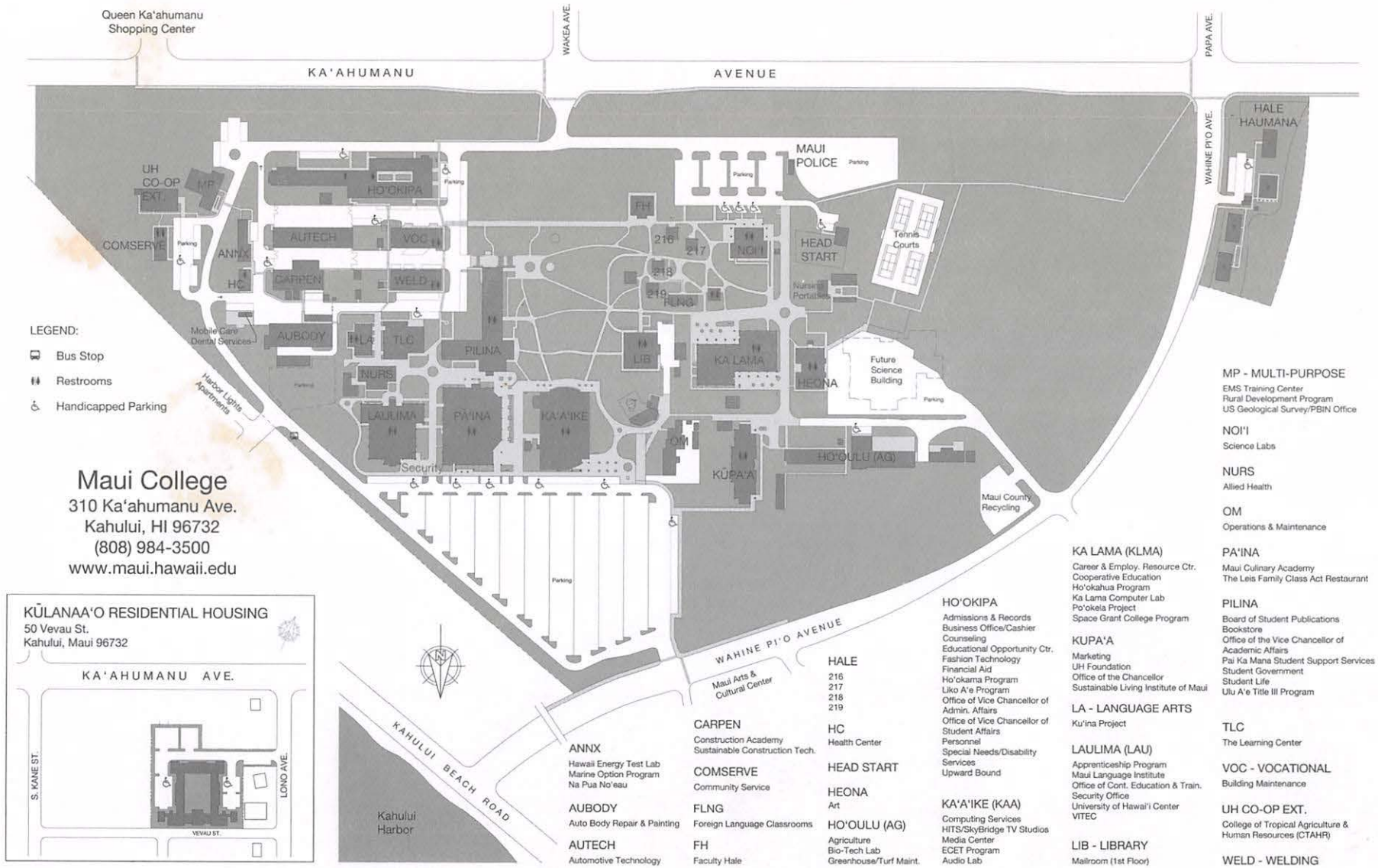
Business Technology
Administration of Justice
Fashion Technology
Applied Business & Information Technology
Sustainable Science Management
Early Childhood Education
Hospitality & Tourism
Auto Body Repair & Painting
Electronic & Computer Engineering Technology
Allied Health

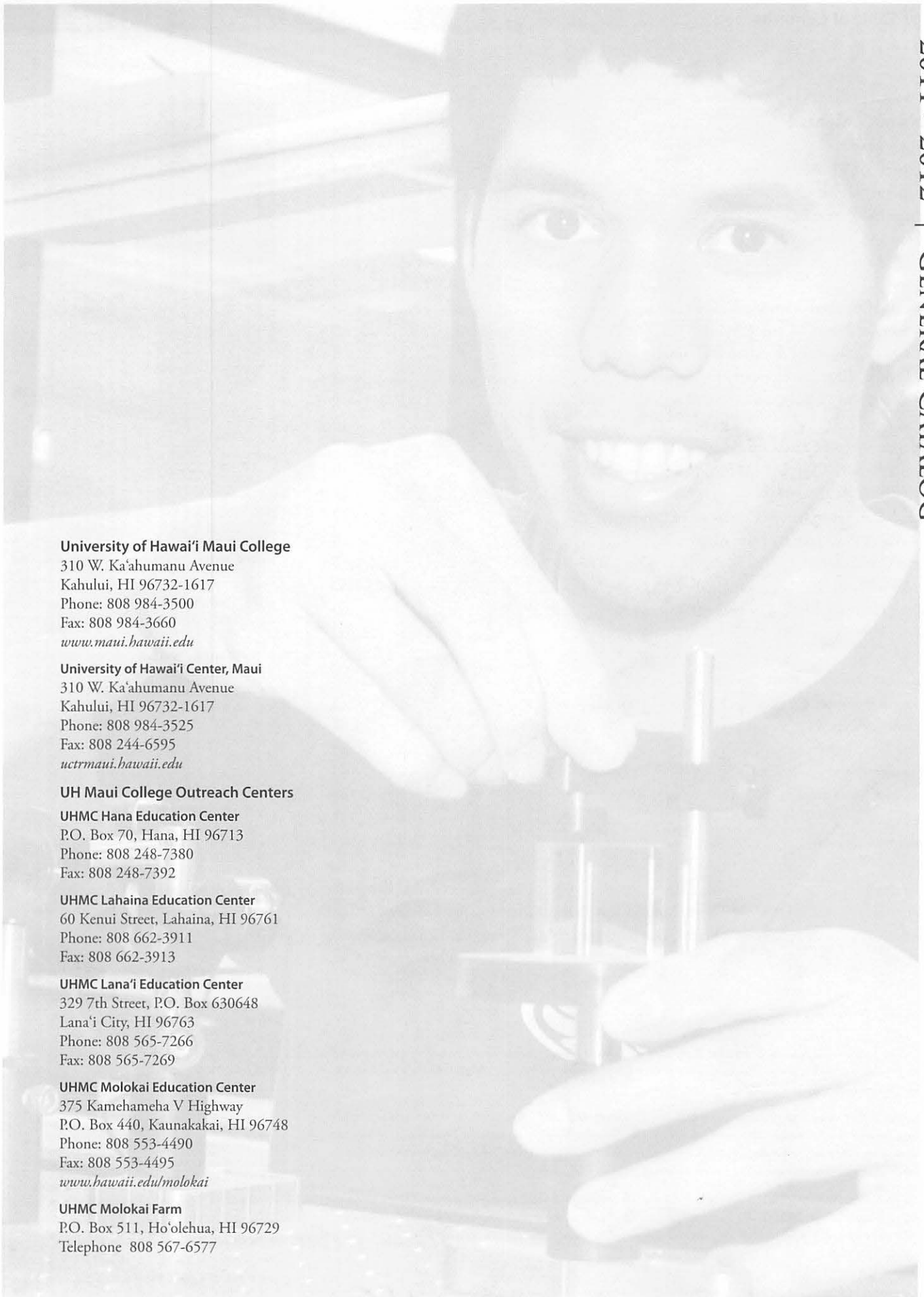
Information Processing Specialty
Legal Office Speciality
Medical Assistant II
Substance Abuse Counseling

LEARN COLLABORATE

UNIVERSITY OF HAWAI'I

UHMC Kahului Campus Map





University of Hawai'i Maui College
310 W. Ka'ahumanu Avenue
Kahului, HI 96732-1617
Phone: 808 984-3500
Fax: 808 984-3660
www.maui.hawaii.edu

University of Hawai'i Center, Maui
310 W. Ka'ahumanu Avenue
Kahului, HI 96732-1617
Phone: 808 984-3525
Fax: 808 244-6595
uctrmaui.hawaii.edu

UH Maui College Outreach Centers

UHMC Hana Education Center
P.O. Box 70, Hana, HI 96713
Phone: 808 248-7380
Fax: 808 248-7392

UHMC Lahaina Education Center
60 Kenui Street, Lahaina, HI 96761
Phone: 808 662-3911
Fax: 808 662-3913

UHMC Lana'i Education Center
329 7th Street, P.O. Box 630648
Lana'i City, HI 96763
Phone: 808 565-7266
Fax: 808 565-7269

UHMC Molokai Education Center
375 Kamehameha V Highway
P.O. Box 440, Kaunakakai, HI 96748
Phone: 808 553-4490
Fax: 808 553-4495
www.hawaii.edu/molokai

UHMC Molokai Farm
P.O. Box 511, Ho'olehua, HI 96729
Telephone 808 567-6577

Table of Contents

Campus Map ..... Inside front cover
Offerings at UH Maui College 3
Telephone Numbers 4
Message from the Chancellor 6
Mission and Vision 7
Accreditation 7
History 7
Bachelor of Applied Science 7
University of Hawai'i Center, Maui 8
Office of Continuing Education & Training 8
UH Maui College Development Office 8
Certificates and Degrees 9
Liberal Arts (AA) 10
Academic Subject Certificate 17
Career Programs (AS, AAS, ATS) 19
Certificate of Achievement 21
Certificate of Completion, Certificate of Competence 22
BAS, AS, AAS Degree Program Maps 24
Special Curriculum 55
Student Services 59
Student Housing, EOC, Counseling 60
Student Life 62
Financial Aid 63
Admission & Registration 67
College Regulations 75
Campus Services 85
Course Descriptions 89
Administration, Faculty, Staff 143
Advisory Committees 148
Index 151
Academic Calendar ..... 152, Inside back cover

Cover design ..... Nikki Kinoshita
Production ..... Charlene Drose, Monika Jost, Nikki Kinoshita, Bev Lashley, Si'i Tahi
Photos ..... Todd Mizomi, Donna Brown, Nikki Kinoshita, Kehau Newhouse

Disclaimer Statement –

This catalog provides general information about UH Maui College, and its programs and services, and summarizes major policies and procedures relevant to the student. Information contained in this catalog is not necessarily complete. College catalogs are published once per year or less frequently and do not always reflect the most recent campus actions involving core courses.

For further information, students should consult with the appropriate unit. This catalog was prepared to provide information and does not constitute a contract. The College reserves the right to, without prior notice, change or delete, supplement or otherwise amend at any time the information, requirements, and policies contained in this catalog or other documents.

For the most recent information concerning core courses, students should check with their advisor. Students intending to transfer should check the Student Transfer Handbook, which is published twice per year in October and March. Copies of the Handbook are available at counseling, academic advising, and the library.

The University of Hawai'i is an equal opportunity/affirmative action institution.

UH Maui College is committed to comply with all State and Federal statutes, rules, and regulations that prohibit discrimination and to a policy of nondiscrimination on the basis of race, sex, age, religion, color, national origin, ancestry, disability, marital status, arrest and court records, sexual orientation, or status as a covered veteran. Lack of English language skills will not be a barrier to admissions and participation in vocational programs. This policy covers admission and access to, and participation, treatment, and employment in the College's programs, activities and services. Sexual harassment is prohibited under this policy. The College shall promote a full realization of equal opportunity through a positive, continuing program of nondiscrimination and affirmative action (41 CFR Chapter 60). College information is available in alternative formats such as Braille, large-print, reader assistance, and by computer disk.

The following persons have been designated to handle inquiries regarding the nondiscrimination policies:
Alvin Tagomori, Section 504 Coordinator
808 984-3515, and
Robyn Klein, EEO/AA Coordinator
808 984-3345
UH Maui College
310 W. Ka'ahumanu Ave, Kahului, HI 96732
Hearing impaired individuals may contact the College for information by using the telecommunications device for the deaf (TDD) relay service number 808 984-3325. Information about the programs, services, activities, and facilities which are available to persons with disabilities can be obtained by contacting the Vice Chancellor of Student Affairs at 808 984-3268.

Offerings at UH Maui College

The College provides general education for both transfer and career students. Lower division courses (i.e., with 100-299 numbers) are offered to meet general education requirements at four-year colleges, although students should meet with a counselor for specifics. The College also provides lower division courses for many arts and science majors, as well as courses to meet pre-professional requirements. The Liberal Arts curricula include courses that lead to Academic Subject Certificates (ASC) and degrees in the Associate of Arts (AA).

Career curricula include career-technical, public service, and business programs that lead to Certificates of Competence (CO), Certificates of Completion (CC), Certificates of Achievement (CA), and degrees in the Associate in Science (AS), Associate in Applied Science (AAS), Associate in Technical Studies (ATS), and Bachelor of Applied Science (BAS). These certificates and degrees are designed to prepare students for immediate employment or career advancement. The College also provides instruction for apprentices in the construction trades.

To earn certificates or degrees, the curricular requirements of a given program must be met. *See program specifics on pages 10-54.*

Programs	CO	CC	CA	AAS	AS	ATS	AA	ASC	BAS
Accounting *(p. 29)*			√	√					
Administration of Justice *(p. 30)*	√		√	√					
Agriculture and Natural Resources *(p. 31)*	√	√	√	√					
Cultural & Natural Resource Management *(p. 21)*						√			
Floriculture & Landscape Maintenance *(p. 31)*			√						
Horticulture & Landscape Maintenance *(p. 31)*			√	√					
Nursery Management *(p. 31)*			√						
Sustainable Tropical Crop Management *(p. 31)*		√	√	√					
Allied Health *(p. 32)*	√	√	√		√				
Dental Assisting *(p. 33)*		√							
Dental Hygiene *(p. 34)*					√				
Practical Nurse *(p. 35)*			√						
Registered Nurse *(p. 36)*					√				
Therapeutic Activity Aide I *(p. 32)*	√								
Therapeutic Activity Aide II *(p. 32)*		√							
Auto Body Repair and Painting *(p. 37)*		√	√	√					
Automotive Technology *(p. 38)*	√		√	√					
Business Careers *(p. 39)*	√		√	√					
Business Technology *(p. 43)*	√	√	√	√					
Information Processing Specialty *(p. 44)*				√					
Legal Office Specialty *(p. 44)*				√					
Medical Assistant II *(p. 44)*				√					
Culinary Arts *(p. 46)*	√	√	√	√					
Baking *(p. 46)*	√			√					
Restaurant Supervision *(p. 46)*				√					
Early Childhood Education *(p. 49)*	√	√	√		√				
Electronic & Computer Engineering Technology *(p. 48)*		√	√		√				
Fashion Technology *(p. 50)*		√	√	√					
Hospitality & Tourism *(p. 51)*		√	√	√					
Human Services *(p. 52)*	√		√		√				
Substance Abuse Counseling *(p. 52)*	√	√	√		√				
Sustainable Construction Technology *(p. 54)*	√	√	√	√					
Liberal Arts *(p. 10)*							√	√	
Natural Science *(p. 15)*					√				
Applied Business & Information Technology *(p. 23)*									√
Engineering Technology *(p. 25)*									√
Sustainable Science Management *(p. 27)*									√

Main Telephone Number (808) 984-3500

Admission & Registration 984-3267, 984-3276
Apprenticeship 984-3404, 984-3216
Bookstore 984-3248
Business Office 984-3258, 984-3288
Computing Center 984-3283
Continuing Education and Training (Non-Credit Courses) 984-3231
Cooperative Education 984-3318
Counseling Center 984-3306
Educational Opportunity Center 984-3286, 984-3287
Financial Aid 984-3277
Food Court 984-3225
Hana Education Center 248-7380
Health Center 984-3493
Housing, Kulana'ao, privately owned 808 856-2900
Job Placement 984-3328
Lahaina Education Center 662-3911
Lana'i Education Center 565-7266
Library 984-3233
Lost & Found 984-3267
Maintenance 984-3295, 984-3232
Media Center 984-3293, 984-3263
Molokai Education Center 553-4490
Molokai Farm 567-6577
Security 984-3255
Small Business Development Center 875-2402
Student Government 984-3552
Student Life 984-3434
Student Services 984-3276, 984-3267
Testing 984-3267
The Learning Center (TLC)/Tutoring 984-3240
UH Center Classroom, MRTC 875-5979
University of Hawai'i Center, Maui 984-3525
Upward Bound 984-3564, 984-3299

Administration and Department Chair Phone Numbers

Chancellor, Clyde Sakamoto 984-3636
Vice Chancellor of Academic Affairs, John McKee 984-3213
Vice Chancellor of Student Affairs, Alvin Tagomori 984-3515
Vice Chancellor of Administrative Services, David Tamanaha 984-3253
Vice Chancellor of Information Technology, Jose Bernier 984-3631
Director, Office of Continuing Education, Lori Teragawachi 984-3406
Interim Assistant Dean of Instruction, David Grooms 984-3376
Director, University of Hawai'i Center, Maui, Karen Muraoka 984-3527
Faculty Coordinator, Diane Meyer 984-3289
Dept. Chair, Allied Health, Nancy Johnson 984-3250
Dept. Chair, Business & Hospitality, Cyrilla Pascual 984-3344
Dept. Chair, CTE/VocTech, Thomas Hussey 984-3236
Dept. Chair, English, Laura Nagle 984-3475
Dept. Chair, Humanities, Kiope Raymond 984-3244
Dept. Chair, Social Science, Kathryn Fletcher 984-3274
Dept. Chair, STEM, Bruce Butler 984-3282

General Information

Message from the Chancellor 6
Mission, Vision 7
Accreditation 7
Summer Session 7
History 7
Bachelor of Applied Science 7
University of Hawai'i Center, Maui 7
Office of Continuing Education & Training
VITEC 8
SBDCN 8
HBRL 8
UH Maui College Development Office 8

University of Hawai'i Board of Regents

Eric K. Martinson, *Chairperson*
Carl A. Carlson Jr., *Vice Chairperson*
James H.Q. Lee, *Vice Chairperson*
Artemio C. Baxa
Michael A. Dahilig
Ramon de la Pena
Chuck Y. Gee
Dennis I. Hirota
John C. Holzman
Coralie C. Matayoshi
Saedene K. Ota
Teena M. Rasmussen
Jan N. Sullivan
Matthew Williams

University of Hawai'i Central Administration

M.R.C. Greenwood
President, University of Hawai'i

Rockne Freitas
Vice President Student Affairs, University & Community Relations

James R. Gaines
Vice President for Research

Linda K. Johnsrud
Vice President for Academic Planning & Policy

Darolyn Hatsuko Lendio
Vice President for Legal Affairs & University General Counsel

Donna Vuchinich
President for University of Hawai'i Foundation

John Morton
Vice President for Community Colleges

University of Hawai'i Maui College

Clyde M. Sakamoto
Chancellor

John McKee
Vice Chancellor of Academic Affairs

Alvin R. Tagomori
Vice Chancellor of Student Affairs

David S. Tamanaha
Vice Chancellor of Administrative Affairs

Jose Bernier
Vice Chancellor of Information Technology

Lori T. Teragawachi
Director, Office of Continuing Education & Training

Karen Muraoka
Director, University of Hawai'i Center, Maui

David Grooms
Interim Assistant Dean of Instruction

Aloha and welcome to UH Maui College,

Your goals for education, career, and life are grounded in "learning". Your clarity and passion regarding your goals reflect your learning and experiences. You have learned what you care about, what gets you excited, and what will keep you interested...especially with competing distractions and settings. Our College, faculty and staff are committed to helping you acquire the knowledge, skills, and behaviors that will help you realize your aspirations. Your openness, effort, and perseverance will be keys to fulfilling your ultimate aims.

If you are not clear about your goals, identifying them is "JOB #1!" Our counselors and faculty on campus are available to help clarify your interests, needs, and dreams. They also schedule regular visits to our education centers on Molokai and Lana'i and in Hana, Kihei, and Lahaina. Please contact them to arrange an appointment to discuss your career and course selection. To help you select your academic direction, you may want to explore experiences that resemble your potential career choice. Service learning, cooperative education and internships will expose you to the expectations, colleagues and environment in the places where you might be curious about working one day.

Getting excited about your learning will be easy if you keep your career vision before you and begin acquiring the knowledge and skills that will fulfill your aspirations. Creativity, critical thinking, written and oral communication, information retrieval, and quantitative reasoning represent learning outcomes that all of us at the College agree are important for you and all of our graduates. Through programs, courses, labs and services, our faculty and staff will help you learn these competencies. Your primary responsibility is to open yourself to learning, complete assignments, actively participate in the discovery and acquisitions of your skills, ask questions and get excited about your future.

We welcome you into a lifelong global learning community. You'll learn not only in the classroom, but also online and through cable and interactive television and streaming video, joining students from other parts of Maui County, Hawai'i, the mainland, and the world.

I look forward to seeing you on campus. Please let me know if you have any questions.

Warmest Aloha,

Clyde M. Sakamoto, EdD
Chancellor

University of Hawai'i Maui College (UH Maui College) serves the educational needs of residents of the three islands comprising Maui County: Molokai, Lana'i, and Maui.

Mission

University of Hawai'i Maui College is a learning-centered institution that provides affordable, high quality credit and noncredit educational opportunities to a diverse community of lifelong learners.

Vision

We envision a world-class college that meets current and emerging Maui County education and training needs through innovative, high-quality programs offered in stimulating learning environments and guided by the Native Hawaiian reverence for ahupua'a, a practice of sustaining and sharing diverse but finite resources for the benefit of all.

Accreditation

UH Maui College is accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools & College, 985 Atlantic Avenue, Suite 100, Alameda, CA 94501, (510) 748-9001, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the US Department of Education.

Bachelor of Applied Science

UH Maui College currently offers three baccalaureate degrees. The first baccalaureate offered is the Applied Business and Information Technology (ABIT) which received accreditation in 2007. This degree combines a curriculum including business, information technology and liberal arts.

For information, call Crystal Alberto at 984-3294, or visit the website: www.hawaii.edu/maui/abit

The second baccalaureate degree offered is the Bachelor of Applied Science in Engineering Technology (BAS ET), which was approved for implementation beginning Fall 2010. This degree will provide graduates with the competencies to address local and regional needs for engineering technologists with specialized skills in optics, remote sensing, and other related fields.

For information, call Dr. Elisabeth Reader at 984-3388.

The third baccalaureate degree offered is the Bachelor of Applied Science in Sustainable Science Management (BAS SSM). This degree will provide graduates with a core curriculum emphasizing basic and applied science related to energy and sustainability, as well as communications and business fundamentals. This degree is currently under review by the Accrediting Commission for Senior Colleges and Universities for implementation in Fall 2011.

For information, call Joie Taylor at 984-3351.

University of Hawai'i Center, Maui

The University of Hawai'i Center, Maui delivers bachelor and master programs and professional certificates to Maui County from the UH colleges at Mānoa, West Oahu, and Hilo.

Classes are taught on site at the Kahului campus or through distance technology, including the Internet and videoconferencing, and make it possible for students who live and work in Maui County to earn advanced degrees. Course schedules are designed to accommodate students' work and family responsibilities.

For information, call 984-3525, or visit the website: uctrmaui.hawaii.edu

Summer Session

The College summer session provides students the opportunity to accelerate progress toward a certificate or degree. Since summer session courses are "self-supporting," tuition rates are higher than regular sessions.

Contact Admission & Records for a schedule or visit www.maui.hawaii.edu

History

UH Maui College is an outgrowth of the Maui Vocational School established in 1931. In 1958 the Department of Public Instruction authorized the name change to Maui Technical School, denoting an upgrade of vocational education to a technical level. In 1964 the Hawai'i State Legislature enacted the Community College Act establishing a statewide community college system under the University of Hawai'i (UH). Maui Technical School was incorporated into this system on July 1, 1965, and jurisdiction transferred from the Department of Education to the University of Hawai'i.

In 1966 the UH Board of Regents authorized the College to confer the Associate in Arts and the Associate in Science degrees and approved the name change to Maui Community College, effective July 1, 1966. The first lower division transfer courses followed in September, 1967.

In February 2010, the UH Board of Regents approved the name change from Maui Community College to University of Hawai'i Maui College to more accurately represent the college's programs and services that now include 15 associate and two baccalaureate degrees, with more planned for the future.

The College is one of seven community colleges in the UH system. It is the only UH community college that specifically serves the residents of more than one island. The student population is about 4,300 students. The main campus encompasses 78 acres at the Kahului site. Since 1995, five buildings have been added: Ka Lama, Ka'a'ike, Kūpa'a, Laulima, and Pa'ina. A private, off-campus, student apartment facility is within a short walking distance to the College, shopping centers, markets, and banks.

Accommodating students by using alternative delivery has been a primary value of the College. Self-paced classes, begun in 1985, opened up an array of concurrently-taught courses and diversified offerings in areas with a lower population base. Technological advances further opened access to students by minimizing their need to be physically present on the Kahului campus. The first cable course was broadcast across Maui County in 1986. The SkyBridge tri-isle interactive television system followed shortly in 1988 and enabled students at Molokai, Lana'i, and Hana to participate in classes simulcast from the Kahului studio. Statewide delivery via the Hawai'i Interactive Television System (HITS) began in 1991, which made possible advanced degrees from UH four-year institutions.

The history of UH Maui College also reflects its value to accommodate students with difficulty reaching the Kahului campus through the development of Outreach Centers in Hana, Kihei, Lahaina, Lana'i, and Molokai.

Molokai Education Center

Outreach classes were first offered in 1970 to Molokai residents. Hotel Operations and Liberal Arts classes were taught at the Kaunakakai Elementary School. In 1986 the College rented a 2,000 sq. ft. facility, and enrollments doubled. The Molokai Ag Farm, acquired in 1982, offered Agricultural Careers, the first onsite full-time college degree program accessible to the residents.

Flexible instructional delivery modes played an integral role in expanding Molokai offerings with self-paced, cable, and SkyBridge classes. Implementation of HITS in 1991 gave access to advanced degrees from other UH institutions. Many Molokai-based lecturers are hired as onsite instructors for programs including Human Services, Business Technology, Business Careers, Agriculture, Nurse Aide, and Liberal Arts. Students follow published sequences leading to certificates and degrees and take part in cyclic commencements on Molokai attended by families and friends.

The dream of a permanent facility became a reality in August 1999 with the opening of the Molokai Education Center, which remains the focal point of higher education on Molokai today. The facility houses a general purpose classroom, three interactive television studios, a computer lab, a library, a seminar room, and offices.

Lana'i Education Center

On Lana'i, the first credit courses were offered in 1980 in Accounting and Hawaiian language. The first onsite commencement was held in 1987 with a cadre of 13 graduates earning a Certificate of Achievement in Hotel Operations entirely on Lana'i.

The College leases an older building in Lana'i City for the Education Center. The facility houses two distance learning classrooms, an individualized television viewing station, a computer lab, and offices. The Lana'i program offers classes each term by distance and an occasional Lana'i or Kahului-based instructor. Courses lead to certificates and degrees, and distance delivery expands offerings to the baccalaureate and master level.

Hana Education Center

The Hana Education Center has been making higher education possible for the residents of the remote East Maui community since 1987. It is conveniently located in the Hana Community Center, in the heart of town. Classes are produced via the University of Hawai'i HITS (two-way closed circuit TV) system, cable television, the internet and "live" onsite. By utilizing the technologically advanced HITS system, students are able to participate in courses taught throughout the UH system, including those leading to advanced degrees.

The student base is comprised of degree seekers and lifelong learners as well as high school students. It is not unusual to have several generations of one family enrolled in various classes in a given semester.

Kihei MRTC Outreach Site

The Kihei site, located at the Maui Research & Technology Center (MRTC), is managed by the University of Hawai'i system. The facility is primarily a receive site for distance delivered baccalaureate and graduate courses and programs from the UH campuses on Oahu. Onsite credit and non-credit classes are also accommodated.

Lahaina Education Center

The newest of the College's outreach sites, the Lahaina Education Center, manages all aspects of the college experience for the residents of West Maui. Students attend "live" credit classes with local instructors, or attend via the closed circuit TV system known as HITS. Students and community members utilize the Center for placement testing, applying for financial aid online, exam proctoring, or arranging a meeting with an academic advisor in person or via video conferencing. Continuing Education classes are available, as well as meetings and seminars for college bound residents. Located on Kenui Street between Front Street and Honoapiilani Hwy, the Lahaina Education Center is quickly becoming an integral part of the West Maui community.

Office of Continuing Education and Training - VITEC

The Office of Continuing Education & Training (OCET) serves the work-force, educational, and cultural needs of the people of Maui County through noncredit classes as well as customized training, apprenticeship, and English as a Second Language programs. Classes are offered at the Kahului campus and at various other sites around Maui County.

For information, call 808 984-3231, or visit the website: www.ocet.org

Small Business Development Center Network - SBDCN

The Hawaii Small Business Development Center Network coordinates two centers:

SBDC

The Maui office of the Hawaii SBDC provides counseling, training, and other resources to small businesses. Funded by the US Small Business Administration and the State of Hawai'i, the SBDC provides confidential one-on-one counseling by qualified business professionals, as well as in-class workshops, networking events and online training. There are no fees for consulting services.

For information, call 875-5990, or visit the website: www.hawaii-sbdc.org

HBRL

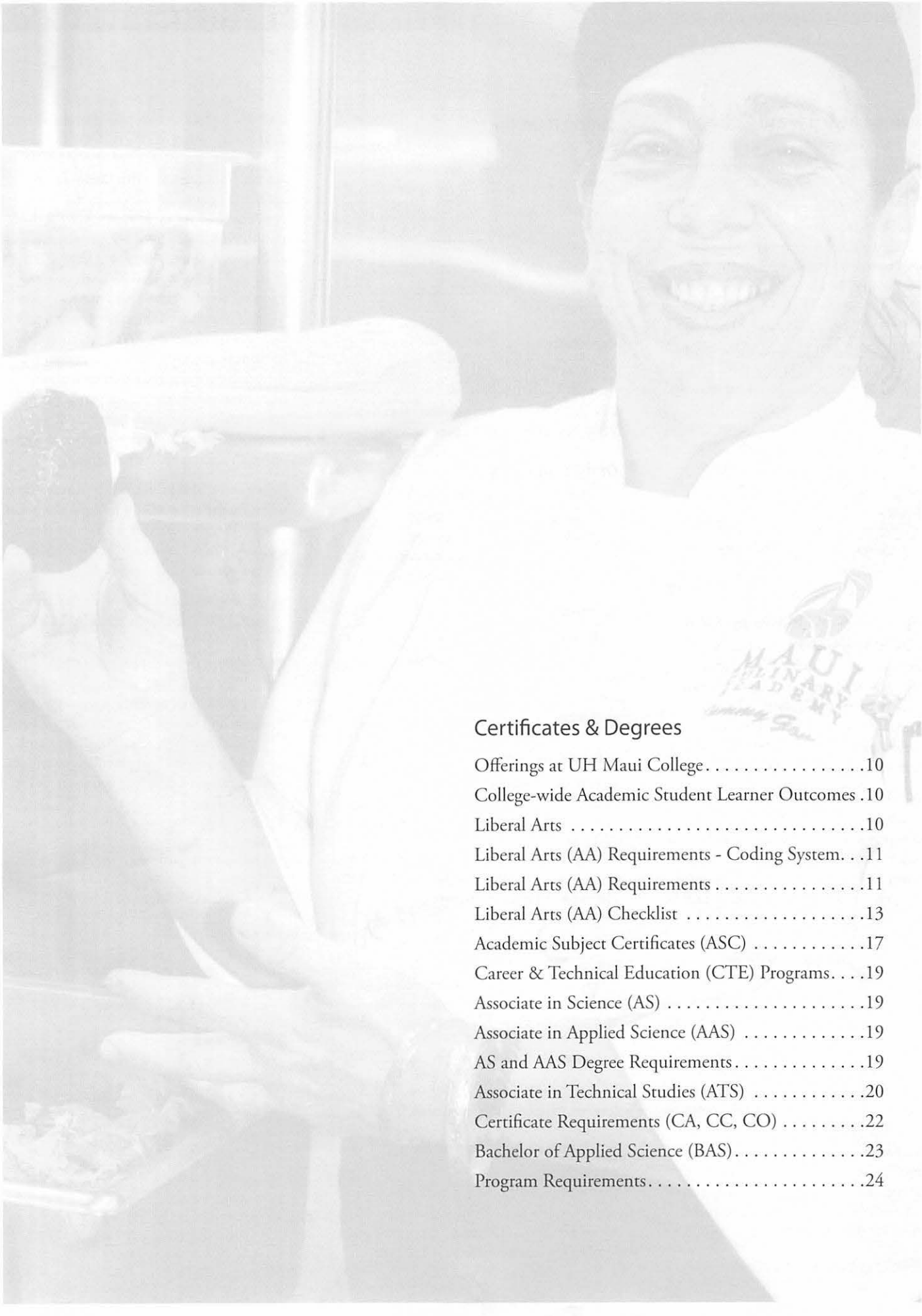
The Hawai'i Business Research Library (HBRL) is a specialty center of the Hawai'i SBDC Network that provides statewide research services to businesses, entrepreneurs, and students. A wide variety of customized business research is available, including industry trends, market analysis, and demographics. All of these services, plus quick answers and business start-up questions are provided free of charge. The HBRL also publishes the "Maui County Data Book" and "Starting a Business in Maui County," a guide to new entrepreneurs.

Users must call 875-5990 in advance for an appointment, or email library@hawaii-sbdc.org

UH Maui College Development Office

UH Maui College seeks private gifts to sustain and advance the College. Gifts assist students with scholarship aid, provide critically needed funds for specific programs including instructional resources and faculty/staff development, and provide the flexibility to plan and build for the future. Private gifts to the College are made through the University of Hawai'i Foundation which, through its Maui office, supports the College's fund-raising efforts.

For information, call the UH Foundation Office at UH Maui College, at 984-3261.



Certificates & Degrees

Offerings at UH Maui College 10
College-wide Academic Student Learner Outcomes .10
Liberal Arts 10
Liberal Arts (AA) Requirements - Coding System. . .11
Liberal Arts (AA) Requirements 11
Liberal Arts (AA) Checklist 13
Academic Subject Certificates (ASC) 17
Career & Technical Education (CTE) Programs. . . .19
Associate in Science (AS) 19
Associate in Applied Science (AAS) 19
AS and AAS Degree Requirements 19
Associate in Technical Studies (ATS) 20
Certificate Requirements (CA, CC, CO) 22
Bachelor of Applied Science (BAS) 23
Program Requirements 24

Offerings at UH Maui College

UH Maui College offers certificates and degrees with a variety of course and time requirements. A Certificate of Competence (CO) and a Certificate of Completion (CC) generally require one semester to complete; a Certificate of Achievement (CA) generally requires one year. An Academic Subject Certificate shall be at least 12 credits and fit within the structure of an AA degree. Associate degrees (AA, AS, AAS, and ATS) may be completed in two years. The Bachelor of Applied Science (BAS) degree may be completed in four years. Some students do not wish to pursue a certificate or degree and select courses according to their own personal interests or career needs. Program requirements are described in the following sections for students who plan to earn a particular certificate or degree. The college is in the process of identifying Student Learning Outcomes for courses, degrees, and certificate programs.

College-wide Academic Student Learning Outcomes

College-wide Academic Student Learning Outcomes (CASLOs) cross the curriculum and give students at UH Maui College the opportunity to develop concepts, understandings, and values which enable them to apply their knowledge, skills, and abilities.

College-wide Academic Student Learning Outcomes (CASLOs) encompass the common knowledge and skills needed by each individual to be an effective and contributing person and citizen in a multicultural community. Therefore, CASLOs are integrated into each program and degree at UH Maui College. The concepts and outcomes are equally as important for career and technical programs as for the liberal arts background necessary for AA degree students, transfer ready students, baccalaureate students, and lifelong learners.

College-wide Academic Student Learning Outcomes (CASLOs) include the following: Critical Thinking, Creativity, Oral Communication in English, Written Communication in English, Information Retrieval and Technology, and Quantitative Reasoning. As appropriate, these outcomes are expected of students who have completed their AA, AS, AAS, or BAS degrees.

Critical Thinking

Critical thinking, an analytical and creative process, is essential to every content area and discipline. It is an integral part of information retrieval and technology, oral communication, quantitative reasoning, and written communication. Students should be able to apply critical reasoning skills to effectively address challenges and solve problems.

Creativity

Students should be able express their ideas through a variety of forms. Students should be able to convey their creative ideas to a variety of audiences and purposes.

Oral Communication

Oral communication is an integral part of every content area and discipline. Students should be able to practice ethical and responsible oral communication appropriate to a variety of audiences and purposes.

Written Communication

Written communication is an integral part of every content area and discipline. Students should be able to write effectively to convey ideas that meet the needs of specific audiences and purposes.

Information Retrieval & Technology

Information retrieval and technology are integral parts of every content area and discipline. Students should be able to access, evaluate, and utilize information effectively, ethically, and responsibly.

Quantitative Reasoning

Quantitative reasoning can have applications in all content areas and disciplines. Students should be able to synthesize and articulate information using appropriate mathematical methods to solve problems and logically address real-life situations.

Liberal Arts Program

Students completing a liberal arts curriculum earn an Associate in Arts (AA) degree.

Associate in Arts Degree (AA)

As part of the mission of UH Maui College to offer affordable, high quality educational opportunities to a diverse community of lifelong learners, the college has developed a flexible and comprehensive AA degree.

The AA degree is a two-year liberal arts degree, consisting of at least 60 semester credits numbered 100 level or higher. The AA provides students with the foundation skills and breadth of understanding and experience that will make it possible for them to function successfully, both as citizens and as lifelong learners. They will have abilities in English communication, both written and oral; in numerical and symbolic reasoning and in global/multicultural perspectives, human expression and in understanding humans both individually and in community; in human expressive endeavors; and in environmental awareness. Respect and appreciation of cultural diversity will be fostered through an understanding of global, regional, and Hawaii perspectives.

While completing their AA degrees, students will have the opportunity to explore areas of special interest. Courses with service learning components are available throughout the AA curriculum.

In addition to the College-wide Academic Student Learning Outcomes (CASLOs), students who successfully complete the AA program will demonstrate knowledge of the following:

1. The individual in relation to behavior, ideas, and values.
2. The diversity of human conditions and cultures in local and global communities.
3. Techniques of creative expression and its evaluation.
4. Natural systems and environmental issues.
5. Multiple dimensions of the Asia/Pacific region.
6. Multiple dimensions of Hawai'i.

Codes for AA Degree Requirements

The following codes are category designations for AA Requirements *(pages 13-14)* and Course Descriptions *(pages 90-142)*

FW Foundations Writing
FGA Foundations Global (Before 1500 CE)
FGB Foundations Global (Since 1500 CE)
FGC Foundations Global (Pre-history to present)
FS Foundations Symbolic
FN Foundations Numeracy
FO Foundations Oral
FI Foundations Information Retrieval
IN Individual (Human Understanding)
CO Community (Human Understanding)
HE Human Expression
HSL Hawaiian Second Language
EA Environmental Awareness
EL Environmental Awareness Lab (course satisfies the Lab requirement)
AP Asia/Pacific requirement
HI Hawai'i Emphasis requirement

ASSOCIATE IN ARTS DEGREE (AA) CATEGORIES

CATEGORY I: FOUNDATIONS

Foundations courses (12-15 credits) is the base for all other courses and experiences. Therefore, students should complete introductory Foundations requirements early in their collegiate studies.

FOUNDATIONS I

UH Maui College participates in the UH multi-campus Foundations Board agreement that allows transfer of courses to other schools in the UH system.

- **Written Communication in English (FW) (3 credits)**
- **Global & Multicultural Perspectives (FG) 2 courses (6 credits)**

To satisfy the requirement, the two courses must be taken in two different categories.

FGA (before 1500 CE)
FGB (since 1500 CE)
FGC (pre-history to present)

- **Symbolic Reasoning (FS) (3 credits)**

FOUNDATIONS II

UH Maui College has additional Foundations requirements beyond those in Foundations I.

- **Numeracy (FN) (0-3 credits)**

In addition to the Symbolic Reasoning (FS) requirement in Foundations I, a Numeracy (FN) requirement must be completed. A student may satisfy both FS and FN requirements by taking one course that qualifies in both categories (e.g., MATH 100, MATH 140), or complete one course in each category.

- **Oral Communication in English (FO) (3 credits)**

Note: The UH Maui College Oral Communication in English requirement is not the same as, and does not fulfill, the UH Mānoa Oral Communication requirement.

CATEGORY II: BREADTH OF UNDERSTANDING & EXPERIENCE

- **Human Understanding (6 credits)**

The goal of Human Understanding is to enable students to broaden their understanding of human conditions and cultures, particularly in relation to behavior, ideas, and values. Human Understanding is divided into The Individual (3 credits) and The Community (3 credits).

Human Understanding— *The Individual* (IN)(3 credits)
Human Understanding— *The Community* (CO) (3 credits)

- **Human Expression (HE) (5 credits - 2 courses)**

The goal of Human Expression is to enable students to engage in the creative process or in interpretive performance and to practice responding critically to works in the arts and humanities and in human imagination and thought.

- **Environmental Awareness (EA) (7 credits)**

One course with a lab (EL).
The goal of Environmental Awareness is to enable students to engage in the scientific process and to understand the natural systems in which they live.

- **Asia/Pacific Perspective (AP) (3 credits)**

The goal of Asia/Pacific Perspective is to introduce students to the diversity of views and cultures that exist in and around the Pacific Ocean region. Exposure to this regional diversity is essential to the development of citizens of the State of Hawai'i.

CATEGORY III: FOCUS/SPECIALIZATION/AREA OF INTEREST

▪ Area of Interest Requirement (6 credits)

The goal of this requirement is to enable students who graduate with an AA degree to have not only the broad perspective of themselves in the world, but also some specific in-depth knowledge in an area of their choice.

Students are required to take ***two*** additional courses in one discipline/alpha in order to satisfy this requirement.

Electives (15-18 credits)

The fifteen (15) to eighteen (18) Elective credits and the six (6) Area of Interest credits can be combined by students to achieve Academic Subject Certificates, Certificates of Completion and/or Certificates of Competence in areas of interest that are offered at UH Maui College. These certificates may help students in job searches and employment options.

Other Graduation Requirements:

A. Writing Intensive (6 credits)
Two (2) courses with "WI" designation.

B. Environmental Awareness Lab (EL)
(offered in relation to a natural science only)
One (1 credit) course or within a 4 credit course.

C. Hawai'i Emphasis (HI)
One (1) course.

D. Cumulative GPA of 2.0 for all AA courses
Students may use a course to fulfill graduation requirements in more than one category. *(Courses used to satisfy Foundations I Requirements may not be used in other categories.)*

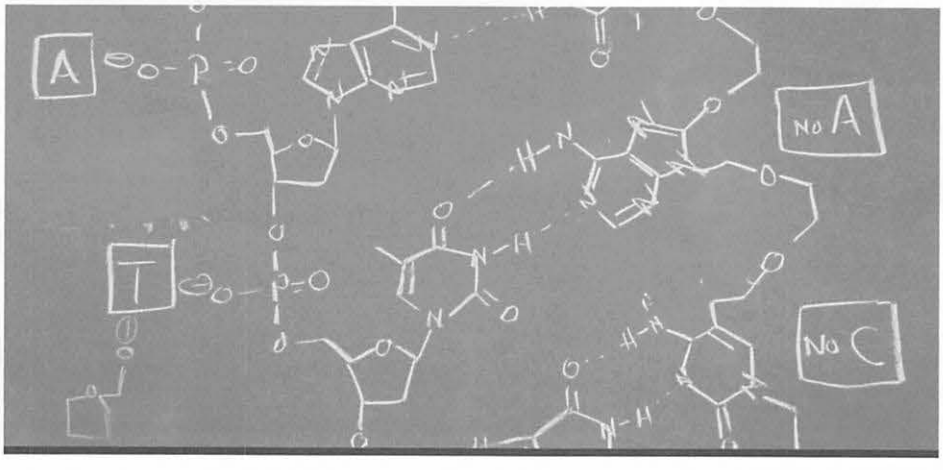
UH Maui College recognizes that some students may have already attained some of the skills required in the AA. If a test has been established, it is possible to test out of the requirements in Written Communication. A student who successfully tests out of classes will need to take the appropriate number of credits as electives to complete the 60 credits required of the AA degree. Students wishing to test out of the Written Communication requirement must complete the testing process before registering in courses that have English 100 as a prerequisite.

E. Total Credits: 60 Credits (all at 100 level or higher)
These maximums may be applied:
- 9 credits Cooperative Education and Work Practicum;
- 30 credits CR grade.*

Interdisciplinary Studies courses do apply.
**Note: Courses taken for CR will not count toward core major requirements at UH Mānoa or toward major requirements at UH Hilo. See UH Mānoa and UH Hilo catalogs for programs of study to meet their general education requirements.*

F. Graduation Requirement
To be awarded the AA degree, a student must complete an Application for Graduation form obtained from Student Services. *See Academic Calendar on page 152 for deadline.*

G. Residency Requirement
12 credits in the major must be earned at UH Maui College. The residency requirement may be waived for cause or credit-by-examination used with approval of the Vice Chancellor of Academic Affairs



2011-2012 Liberal Arts Course Checklist

Graduation Requirements

Credits

☐ Minimum Applicable: 60 credits (100-level or higher)

Grades

☐ Minimum Cumulative GPA: 2.0

Residency

☐ Minimum at UH Maui College: 12 credits

Writing Intensive: 2 courses

☐ 1 _____

☐ 2 _____

Environmental Awareness Lab: 1 course

☐ 1 _____

Hawai'i Emphasis – HI: 1 course from list below:

☐ 1 _____

AG 265; *ANTH* 165; *BOT* 105; *BIOL* 105, 200; *ENG* 257E; *GEOG* 122; *GG* 103; *HAW* 101, 102, 104 (formerly HAW 100), 201, 202, 221, 261, 262; *HIST* 284; *HWST* 100B/C/D, 107, 111, 205 A/E/I, 211, 213, 231, 262, 270; *MUS* 114H; *POLS* 180; *REL* 205

CATEGORY I – FOUNDATIONS/SKILLS

Courses taken to fulfill Category I may not be used to fulfill Category II or Category III

FOUNDATIONS I

	COURSE	CR	GRADE	SEM	YR
English Communication – (FW) (3 credits):					
ENG 100 (Written Communication)					
Global Multicultural Perspectives – (FG) (6 credits): Take 2 courses, from different groups:					
Group A: (before 1500 CE) HIST 151					
Group B: (since 1500 CE) HIST 152, GEOG 102					
Group C: (pre-history to present) MUS 107, REL 150					
Symbolic Reasoning – (FS) (3 credits):					
MATH 100*, 103*, 112*, 135*, 140*, 203*, 205*, 206*, 231*, 232*; *PHIL* 110 *Course meets both Symbolic Reasoning (FS) and Numeracy (FN) requirement. *Students who select such a course must still meet the minimum 60 credit requirement.*					

FOUNDATIONS II

	COURSE	CR	GRADE	SEM	YR
Numeracy – (FN) (3 credits):					
CHEM 151, 161, 162; *MATH* 100*, 103*, 111, 112*, 115, 135*, 140*, 203*, 205*, 206*, 231*, 232*; *PHYS* 151, 152, 170, 272; *PSY* 213 *Course meets both Symbolic Reasoning (FS) and Numeracy (FN) requirement. *Students who select such a course must still meet the minimum 60 credit requirement.*					
Oral Communication in English – (FO) (3 credits):					
BUS 130 (x-list COM 130); *COM* 130 (x-list BUS 130), 145, 210; *DRAM* 221, 222; *SP* 151, 231, 251 ***Note:*** *The UH Maui College Oral Communication requirement does not satisfy the UH Mānoa Oral requirement.*					
Computer/Information Processing & Retrieval – (FI) (3 credits):					
BUSN 150, 151; *ICS* 101					

CATEGORY II – BREADTH OF UNDERSTANDING AND EXPERIENCE

Double use of courses allowed in Category II

Human Understanding (9 credits total):

The Individual – (IN) (3 credits), 1 Course:

ANTH 215; *BIOL* 100, 151; *COM* 145; *FAMR* 230, 244; *FSHN* 185, 285; *HAW* 101, 102, 104, 201, 202, 221; *HSER* 140; *HUM* 100; *HWST* 100B/C/D; IS 105; *PHIL* 100, 109; *PSY* 170, 240, 251, 260; *REL* 150; *ZOOL* 141, 142

The Community – CO (6 credits), 2 Courses:

Choose at least one course from a global perspective**:

AJ 210 (x-list SOC 231), *ANTH* 200**, 235 (x-list HIST 288); *ART* 101**, 170; *BOT* 105 (x-list HWST 211); *COM* 210**, 215 (x-list PSY 253); *DRAM* 101**; *ECON* 120**, 130, 131; *ENG* 250-257 (all topics); *FAMR* 235** (x-list ED 245); *GEOG* 102**, 122, 151; *HAW* 101, 102, 104, 201, 202, 221, 261, 262; *HWST* 100B/C/D, 111, 211, 231, 262, 270; *HIST* 151**, 152**, 241, 242, 253**, 281, 282, 284, 288 (x-list ANTH 235); *HSER* 110, 111, 245, 268, 270; *HUM* 100; *HWST* 107, 211 (x-list BOT 105); *LING* 102; *MUS* 106, 107**, 167; *PHIL* 101, 102, 109; *POLS* 110**, 120**, 180; *PSY* 100**, 202**, 250**, 253 (x-list COM 215); *REL* 150**, 205; *SOC* 100**, 218, 231 (x-list AJ 210), 251**; *SPAN* 272

COURSE	CR	GRADE	SEM	YR
(Global**)				

Human Expression – (HE) (6 credits), 2 Courses:

AEC 114; *ART* 101, 105, 113, 115, 123B/ C/ D, 161, 205, 218, 221, 223, 243, 244; *DNCE* 131, 132, 141; *DRAM* 101, 221, 222, 280; *ENG* 104; FT 111, 216; *HAW* 104; *HWST* 205A/E/I, 231, 262, 270; *ICS* 161, 261; *MUS* 108, 114, 114H, 121C/D, 122C/D, 123, 124,180, 216, 253, 271, 272; *SP* 151, 231, 251

COURSE	CR	GRADE	SEM	YR

Environmental Awareness – (EA) (7 credits), 2 Courses - 3 if lab is separate:

Choose at least one course from a global perspective** and one course with a lab course•.
(A 4 credit Natural Science course includes a lab.)

AG 200**•, 250, 265•; *ANTH* 165, 210, 210L•, 215**; *ASTR* 110**, 110L**•; *BIOC* 241, 244; *BIOL* 101**• (x-list SCI 121), 102**• (x-list BOT 101), 103**• (x-list ZOOL 101), 105•, 124**, 124L• ,171, 171L•, 172, 172L•, 200•, 226•; *BOT* 101**• (x-list BIOL 102), 105 (x-list HWST 211); *GEOG* 101**, 101L•; *GG* 101**•, 103; *GIS* 150 (x-list ICS 150), 180**; *HWST* 100D, 207, 211, 213; *ICS* 150 (x-list GIS 150); *OCN* 201**, 201L•; *PHYS* 151•, 152•, 170•, 272•; *SCI* 121**• (x-list BIOL 101), 122**•; *ZOOL* 101**• (x-list BIOL 103), 200**•

COURSE	CR	GRADE	SEM	YR
(Global**)				
(Lab)				

Asia/Pacific Perspective – (AP) (3 credits), 1 Course:

ANTH 235 (x-list HIST 288); *EALA* 272; *HIST* 241, 242, 288 (x-list ANTH 235); *HWST* 107; *JPNS* 101, 102, 201, 202; *PHIL* 102

COURSE	CR	GRADE	SEM	YR

CATEGORY III – FOCUS/ SPECIALIZATION/ AREA OF INTEREST

Area of Interest (6 credits) Two additional courses in the same discipline/alpha.

1 _____

2 _____

COURSE	CR	GRADE	SEM	YR

Electives (8-11 credits) (to meet minimum 60 credits, 100-level or higher)

1 _____

2 _____

3 _____

4 _____

COURSE	CR	GRADE	SEM	YR

"Community" Global Perspective Courses: ANTH 200; *ART* 101; *COM* 210; *DRAM* 101; *ECON* 120; *FAMR* 235 (x-list ED 245); *GEOG* 102; *HIST* 151, 152, 253; *MUS* 107, *POLS* 110, 120; *PSY* 100, 202, 250; *REL* 150; *SOC* 100, 251

"Environmental Awareness" Global Perspective Courses: AG 200; *ANTH* 215; *ASTR* 110; *BIOL* 101(x-list SCI 121), 102 (x-list BOT 101), 103 (x-list ZOOL 101), 124; *BOT 101* (x-list BIOL 102); *GEOG* 101; *GG* 101; *GIS* 180; *OCN* 201; *SCI* 121 (x-list BIOL 101), 122; *ZOOL* 101 (x-list BIOL 103), 200

The Associate in Science in Natural Science Degree (ASNS) provides a comprehensive background in science and math courses and is designed specifically for students who are planning to transfer to baccalaureate degree programs in science, technology, engineering, or mathematics (STEM). Students may choose to concentrate in either the biological sciences or the physical sciences.

Associate in Science - Natural Science

(Name: Last, First, Middle Initial) (UH ID Number)

Graduation Requirements

CREDITS

- ❑ Minimum Applicable: 60 Credits, 100-level or higher

GRADES

- ❑ Minimum Cumulative GPA: 2.0

RESIDENCY

- ❑ Minimum UHMC: 12 credits

WRITING INTENSIVE (WI): Two courses

- ❑ 1_____
- ❑ 2_____

Degree Requirements

English (6 credits)		Course	Credits	Grade	Semester	Year
	ENG 100 (3)					
	Choose at least one course from the following: ENG 106 (3), ENG 209 (3), ENG 210 (3), SP 151 (3), SP 251 (3)					
Quantative Reasoning (4 credits)		**Course**	**Credits**	**Grade**	**Semester**	**Year**
	MATH 205 (4)					
Humanities Elective (3 credits)		**Course**	**Credits**	**Grade**	**Semester**	**Year**
	Choose at least one course from the following: ART, COM, DNCE, DRAM, EALA, ENG 250-257, HAW, HWST, HIST, HUM, JPNS, LING, MUS, PHIL, REL, SPAN, SP					
Natural Science Electives (8 credits)		**Course**	**Credits**	**Grade**	**Semester**	**Year**
	CHEM 161 (3)					
	CHEM 161L (1)					
	Electives (4 credits total) Choose from: AG 122, 174, 200; ANTH 215; ASTR; BIOC; BIOL; FSHN; GEOG 101, 101L; GG; MICR; OCN 201, 201L; PHYS; SCI; ZOOL					
Social Science Electives (3 credits)		**Course**	**Credits**	**Grade**	**Semester**	**Year**
	Choose at least one course from the following: ANTH *(except 215)*, BOT 105, ECON, FAMR, GEOG *(except 101, 101L)*, POLS, PSY, SSCI, SOC					
Additional ASNS Requirements (7 credits)		**Course**	**Credits**	**Grade**	**Semester**	**Year**
	CHEM 162 (3)					
	CHEM 162L (1)					
	ICS 101 (3) or higher with approval					

Continue next page with your specific concentration

Biological Science Concentration						
Biological Concentration Requirements (16-17 credits)		Course	Credits	Grade	Semester	Year
	BIOL 171 (3)					
	BIOL 171L (1)					
	BIOL 172 (3)					
	BIOL 172L (1)					
	PHYS 151 (4) or 170 (5)					
	PHYS 152 (4) or 272 (4)					
Biological Concentration Electives (12-13 credits)		Course	Credits	Grade	Semester	Year
	If not taken for Natural Science Elective, choose from: AG 200 (4); ANTH 210 (3) 210L (1), 215 (3); ASTR 110 (3), 110L (1); BIOC 241 (3), 244 (3); BIOL 105 (4), 124 (3), 124L (1), 151 (3), 151L (1), 200 (4), 225 (4), 226 (5); GEOG 101 (3), 101L (1); GIS 150 (4), 180 (4); GG 101 (4), 103 (3); MATH 206 (4), 231 (3), 232 (3); MICR 130 (3), 140 (2); OCN 201 (3), 201L (1); PHYS 170 (5), 272 (4); ZOOL 141 (4), 142 (4), 200 (4)					
1.						
2.						
3.						
4.						
5.						
6.						
7.						

Physical Science Concentration						
Physical Concentration Requirements (13 credits)		Course	Credits	Grade	Semester	Year
	MATH 206 (4)					
	PHYS 170 (5)					
	PHYS 272 (4)					
Physical Science Concentration Electives (17 credits)		Course	Credits	Grade	Semester	Year
	If not taken for Natural Science Elective, choose from: AG 200 (4); ANTH 210 (3) 210L (1), 215 (3); ASTR 110 (3), 110L (1); BIOC 241 (3), 244 (3); BIOL 105 (4), 124 (3), 124L (1), 151 (3), 151L (1), 171 (3), 171L (1), 172 (3) 172L (1), 200 (4), 225 (4), 226 (5); GEOG 101 (3), 101L (1); GIS 150 (4), 180 (4); GG 101 (4), 103 (3); MATH 231 (3)*, 232 (3)*; MICR 130 (3), 140 (2); OCN 201 (3), 201L (1); ZOOL 141 (4), 142 (4), 200 (4) *Recommended					
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						

Academic Subject Certificate (ASC)

The Academic Subject Certificate (ASC) is a college credential for students who have successfully completed a specific sequence of credit courses from the AA curriculum.

The sequence fits within the structure of the AA degree, does not extend the credits required for the AA degree, and is at least 12 credit hours. The issuance of the ASC requires that the student must earn a GPA of 2.0 or better for all courses required in the certificate. Specific Academic Subject Certificates are available in Hawaiian Studies and Visual Arts.

Academic Subject Certificate in Hawaiian Studies (ASC)

Students can select from variety of courses that present Hawaiian perspectives in Hawaiian culture, language, history and philosophy. The certificate enhances the Liberal Arts AA degree. Students who plan to pursue a baccalaureate degree in Hawaiian Studies or in another field should consult a counselor or academic advisor.

- Meet with a counselor or check the Hawaiian Studies website for program changes: www.maui.hawaii.edu/programs/hwst
- Call Hawaiian Studies/Hawaiian Language program at 984-3244 for information.

Requirements for Academic Subject Certificate (ASC) - Hawaiian Studies: 27-28 credits

- The ASC has a minimum of 27 credits.
- Students must earn a grade of C or better for all courses included in the certificate.
- A minimum of nine credits must be taken at UH Maui College.
- A GPA of 2.0 or better is required for all courses applied to the certificate.

Required Courses - Hawaiian Studies core: 10 credits*

BOT 105 (HWST 211)**	Hawaiian Ethnobotany (3)
HAW 202	Intermediate Hawaiian II (4)
HWST 107	Hawai'i: Center of the Pacific (3)

Elective Courses: 17-18 credits

Any 100 or 200 level HAW or HWST course. A minimum of two 200 level courses are required.

** Note: A list of approved elective courses can be reviewed at www.maui.hawaii.edu/programs/hwst*

*** Note: These BOT and HWST courses are crosslisted and may be taken in either department.*

Academic Subject Certificate in Visual Arts (ASC)

The Academic Subject Certificate in Visual Arts is intended to recognize and encourage innovation, collaboration, and creativity. This certificate enhances the Liberal Arts AA degree. Students who plan to pursue a baccalaureate degree in the Fine Arts should consult a counselor or academic advisor.

Call Jennifer Owen at 984-3202 or Mike Takemoto at 984-3249 for more information.

Requirements for Academic Subject Certificate (ASC) - Visual Arts: 18 credits

- The ASC has a minimum of 18 credits.
- The last six credits must be taken at UH Maui College.
- Students must receive grade C or better for all courses included in the certificate.
- To be eligible, courses must be taken for a letter grade.
- A GPA of 2.0 or better is required for all courses applied to the certificate.

Required Courses - Visual Arts core: 9 credits

ART 101 or ART 170	Introduction to the Visual Arts (3) or History of Western Art (3)
ART 113	Introduction to Drawing (3)
ART 115	Introduction to Design (3)

Elective Courses: 9 credits

Choose at least two courses (six credits) from the following courses: 6 credits

ART 101**	Introduction to the Visual Arts (3)
ART 105	Elementary Studio: Ceramics (3)
ART 123BCD	Introduction to Painting (1)(1)(1)
ART 161 (ICS 161)*	Introduction to Computer Graphics (3)
ART 190v	Topics in Art (1-3)
ART 199v	Directed Studies (1-3)
ART 205 (ICS 205)*	Photoshop/Illustrator (3)
ART 218 (ICS 261)*	Intermediate Computer Graphics (3)
ART 221 (ICS 214)*	Fundamentals of Design for Print and Web (3)

Choose at least one course (three credits) from the following courses: 3 credits

ART 170**	History of Western Art (3)
ART 223	Intermediate Painting (3)
ART 243	Intermediate Ceramics: Hand Building (3)
ART 244	Intermediate Ceramics: Wheel Throwing (3)
ART 290v	Topics in Art (1-3)
ART 299v	Directed Studies (1-3)

** These ART and ICS courses are crosslisted and may be taken in either department.*

*** If not taken as core requirement.*

Career Programs

Career and Technical Education (CTE) programs offer the Associate in Science (AS) degree or the Associate in Applied Science (AAS) degree. Additionally, there is a customized degree opportunity, the Associate in Technical Studies (ATS).

Associate in Science Degree (AS)

The Associate in Science (AS), a two year degree consisting of at least 60 credits entirely at the baccalaureate level (100-level or above), provides students with skills and competencies for gainful employment.

At a Glance

Associate in Science (AS)

Dental Hygiene
Early Childhood Education
Electronic & Computer Engineering Technology
Human Services
- General Human Services
- Substance Abuse Specialty

Natural Science
Registered Nurse

Associate in Applied Science Degree (AAS)

The Associate in Applied Science (AAS), a two-year degree consisting of at least 60 credits, provides students with skills and competencies for gainful employment. This degree is not intended or designed for transfer directly into a baccalaureate program. Some AAS programs, however, have agreements with baccalaureate degree-granting institutions, and some AAS programs may include some baccalaureate-level course offerings.

AS and AAS Requirements

1. **Satisfactory Completion of an Occupational Major:**
   Specific courses for each major are described later in this section.

2. **General Education:**
   a. **Quantitative Reasoning (3 credits):**
   3 credits minimum.
   Refer to program maps for specific mathematics requirements. Graduation Requirement: If students seek to apply Philosophy 110 to fulfill the AS or AAS degree requirement in Quantitative Reasoning, students must place into Mathematics 100 or higher.

   b. **English/Communication (6 credits)***
   6 credits in English 19, 21, 22, 55, 100, 102, 104, 106, 209, 210; Learning Skills 30, 110; Journalism 205; Speech 151, 251; Communication 145, 210; or Communication/Business 130.
   3 credits of the 6 must be in one of the following writing courses: English 19, 22, 55, 100, 106, or 209.
   **AS Nursing degree requires only 3 credits in ENG 100.*
   Note: English courses that are numbered 250 or above can be counted only for Humanities requirements.

   c. **Elective credits (12 credits) - AS;* Elective credits (9 credits) - AAS:***
   At least one course each from Humanities, Natural Science, and Social Science. Applicable courses may be chosen from the following:

   Humanities:
   Art, Communication, Dance, Drama, East Asian Languages, English 250-257, Hawaiian, Hawaiian Studies, History, Humanities, Japanese, Linguistics, Music, Philosophy, Religion, Spanish, Speech.

   Natural Science:
   Agriculture 122, 174, or 200; Anthropology 215; Astronomy 110, 110L; Biochemistry; Biology; Botany *(except 105);* Chemistry; Food Science & Human Nutrition 185, 285; Geography 101 & 101L; Geology & Geophysics; Microbiology; Oceanography 201; Oceanography 201L; Pharmacology 203; Physics; Science; Zoology.
   (Agriculture courses can be used for either Applied Studies or Natural Science credit, but not both. Agriculture majors may not apply AG courses to the Natural Science requirement.)

   Social Science:
   Anthropology *(except 215)*; Botany 105; Economics; Family Resources; Geography (except 101, 101L); Political Science; Psychology; Social Science; Sociology.
   **For the AS degree and the AAS degrees that have 12 General Education elective credits, the remaining 3 elective credits may be selected from any area with the exceptions that: CTE majors may not select electives from CTE courses, and Business majors may not select electives from Business courses. Culinary Arts majors may apply 3 credits of Management as a General Education elective.*

3. **Minimum of 60 credits:***
   These maximums may be applied:
   a. 9 credits Cooperative Education;
   b. 30 credits with CR grade.
   Interdisciplinary Studies courses may be applied.
   ** 60 credits for the AS degree must be at the Baccalaureate level (100 or above).*

4. **Grade Point Average:**
   2.0 (C) or better.

5. **Residency Requirement:**
   12 credits in the major must be earned at UH Maui College. The residency requirement may be waived for cause or credit-by-examination used with approval of the Vice Chancellor of Academic Affairs.

6. **Graduation Requirement:**
   To be awarded the AS or the AAS degree, students must complete an Application for Graduation form obtained from Student Services.
   See Academic Calendar on page 152 for deadline.

At a Glance

Associate in Applied Science (AAS)

Accounting
Administration of Justice
Agriculture & Natural Resources
- Horticulture & Landscape Maintenance
- Sustainable Tropical Crop Management

Auto Body Repair & Painting
Automotive Technology
Business Careers
Business Technology
- Information Processing
- Legal Office
- Medical Assistant II

Culinary Arts
- Baking
- Culinary Arts
- Restaurant Supervision

Fashion Technology
Hospitality & Tourism
Sustainable Construction Technology

Associate in Technical Studies Degree (ATS)

The Associate in Technical Studies (ATS) is a two year Career and Technical Education (CTE) degree, consisting of at least 60 credits, that provides students with skills and competencies for gainful employment. This degree:

1. must be customized by using courses from two or more existing approved programs and is intended to target emerging career areas which cross traditional boundaries;
2. must have student learning outcomes that are clearly defined by business and industry and/or employers with near immediate needs for specialized training for a limited number of employees;
3. must include 3 credits each of mathematics and English, and 9 credits of social science, humanities, and science;
4. will be awarded only to specific students who remain at UH Maui College without a break in enrollment and who complete course work with a 2.0 GPA;
5. must have advanced approval and cannot be requested based upon previously completed course work; and
6. must be pre-approved by the Vice Chancellor of Academic Affairs after a review by the Department Chairs.

Students must complete an Application for Graduation form obtained from Student Services. *See Academic Calendar on page 152 for deadline.*

Students interested in the ATS degree should contact a counselor or a CTE program coordinator for assistance in developing a program plan.

The College takes the following steps to review the proposed individual ATS programs.

1. Students, with assistance from counselors and/or program coordinators, develop a plan of study. Appropriate employers are consulted, as degree requirements are developed, to assure employability. The plan of study includes:
   a. a statement of career objective(s);
   b. a statement of jobs for which the degree will prepare the student;
   c. statements of clearly defined student learning outcomes to be achieved;
   d. 3 credits each of mathematics and English;
   e. 9 credits of social science, humanities, and science;
   f. a list of the specific courses from the most current catalog that will be completed for the degree;
   g. requirements which are in conformance with the General Education learning outcomes specified by the Associate in Science degree task force;
   h. a minimum of 30 of the 60 credits required for the degree must be taken after the ATS degree proposal is approved.
2. The plan is submitted to the Vice Chancellor of Academic Affairs.
3. The Vice Chancellor of Academic Affairs forwards the plan to the Department Chairs for recommendation.
4. The Vice Chancellor of Academic Affairs reviews the plan and the Department Chair recommendation. The Vice Chancellor of Academic Affairs may approve the plan.
5. The Vice Chancellor of Academic Affairs returns the signed original to the lead program coordinator/counselor and keeps a copy.
6. The ATS program coordinator maintains students' files until students graduate or leave the College. Changes in the plan are done to meet the needs of students.
7. Once students graduate or leave the College, the original and modified plans are sent to the office of the Vice Chancellor of Academic Affairs.
8. A report is issued by the Vice Chancellor of Academic Affairs each academic year, listing the status of each ATS degree.

Associate in Technical Studies in Cultural & Natural Resource Management —

Mālama Ahupua'a

An Associate of Technical Studies (ATS) allows students to combine existing Career and Technical programs into an interdisciplinary course of study. Faculty from Hawaiian Studies, Administration of Justice, Science, and Agriculture & Natural Resources have selected courses for a comprehensive ATS opportunity in Cultural and Natural Resource Management. Two concentrations are offered: Kia'i or Mālama 'Āina. Students will receive broad-based coursework to prepare them to enter resource management fields.

The Program Learning Outcomes (PLOs) include:

1. Science: Identify best natural resource management practices using sound biological and scientific principles.
2. Hawaiian Culture: Synthesize Hawaiian perspectives of cultural and natural resource management.
3. Economics: Explain the relationship between economics and resource management policies.
4. Overall: Evaluate management practices (issues, challenges) from different perspectives.

At a Glance

Associate in Technical Studies (ATS)

Customized Associate in Technical Studies
(See page 20)

ATS Opportunity
Cultural & Natural Resource Management with two concentrations:
Kia'i or Mālama 'Āina

(Each student must have an individualized plan of study which is approved following the procedures on page 20.)

ATS (OPP) in Cultural & Natural Resource Management—Mālama Ahupua'a

All students take a core of courses and choose from two concentrations: Kia'i or Mālama 'Āina. Students need to complete a plan of study (see page 20).

Contact Ann Emmsley, at 984-3243, or by email at aemmsley@hawaii.edu.

Core Requirements (45 credits)		Credits
AG 200	Principles of Horticulture - *Natural Science*	4
AG 230	Agriculture Business Management	3
BIOL 105	Hawaiian Field Biology	4
BIOL 124	Environment & Ecology	3
BOT 105/HWST 211	Hawaiian Ethnobotany - *Social Science*	3
ECON 120	Principles of Economics, or	
ECON 130	Microeconomics	3
ENG 100	Composition I - *Communication*	3
GIS 150	Intro to GIS/GPS	4
HWST 100 BCD	Intro to Hawaiian Culture	1,1,1
HWST 107	Hawai'i: Center of the Pacific - *Humanities*	3
HWST 207	Mālama Ahupua'a	3
ICS 101	Digital Tools for the Information World, or	
BUSN 150	Intro to Computers - *Information & Computer Science*	3
MATH 100	Survey of Mathematics, or	
MATH 103	College Algebra, or	
MATH 115	Statistics	3
SP 151	Personal & Public Speech, or	
BUS 130	Business Communication - *Communication*	3

Cultural Resources Management & Enforcement–Kia'i: 64-66 credits

All Core requirements(45) plus:		Credits
AJ 223	Laws of Arrest, Search & Seizure, or	
AJ 200	Principles of the Hawai'i Justice System	3
AJ 240	Hawaiian Cultural & Natural Resource Management	3
ANTH 210	Archaeology	3
ANTH 210L	Archaeology Lab	1
POL 180	Intro to Hawaiian Politics	3
Two courses (6-8 credits) from the following list:		6-8
AJ 103	Criminal Investigation(3)	
AJ 221	Criminal Law(3)	
AJ 224	Rules of Evidence(3)	
HAW 101	Elementary Hawaiian I(4)	
HAW 102	Elementary Hawaiian II(4)	

Natural Resources Management–Mālama 'Āina: 63-65 credits

All Core requirements(45) plus:		Credits
AG 122	Soils Technology	3
AG 174	Economic Entomology	3
AG 265	Horticulture of Hawaiian Plants	3
AG 281	Weed Science	3
OCN 201	Science of the Sea, or	
ZOOL 200	Marine Biology	3-4
One course (3-4 credits) from the following list:		3-4
AG 201	Intro to Plant Disease(3)	
AJ 240	Hawaiian Cultural & Natural Resource Management(3)	
BIOL 200	Coral Reefs(4)	

Certificate of Achievement (CA)

The Certificate of Achievement (CA) is a credential awarded to students who successfully complete designated Career and Technical credit course sequences that provide entry-level skills or job upgrades.

These course sequences shall be at least 24 credits, but may not exceed 45 credits (unless external employment requirements exceed this number).

CA Requirements

1. **Satisfactory Completion of a Career & Technical Eduation Major:** *See specific program requirements on pages 29.*
2. **General Education (6 credits):** 3 credits in English 19 or higher, and 3 credits in Quantitative Reasoning. *Nursing 153, 153L, 156L, and 157L equivalencies are accepted in Practical Nursing.*
3. **Grade Point Average:** 2.0 (C) or better.
4. **Residency Requirement:** At least 12 credits toward the CA must be taken at UH Maui College.
5. **Application for Graduation:** To be awarded a CA, students must complete an *Application for Graduation* form obtained from Student Services. *See Academic Calendar for deadline on page 152.*

At a Glance

Certificates of Achievement (CA

Accounting
Administration of Justice
Agriculture & Natural Resources
- Floriculture Management
- Horticultural & Landscape Main
- Nursery Management
- Sustainable Tropical Crop Mgt

Auto Body Repair & Painting
Automotive Technology
Business Careers
Business Technology
Culinary Arts
Early Childhood Education
Electronic & Computer Engineering Technology
Fashion Technology
Hospitality & Tourism
Human Services
- General Human Services
- Substance Abuse Counseling

Nursing Career Ladder
- Practical Nurse

Sustainable Construction Technology

Certificate of Completion (CC)

A Certificate of Completion (CC) is a college credential awarded to students who have successfully completed designated short-term Career and Technical Education credit course sequences that provide entry-level skills or job upgrades.

These course sequences shall be at least 10 credits, but may not exceed 23 credits. The issuance of a CC requires that the student earn a GPA of 2.0 or better for all courses required in the CC.

At a Glance

Certificates of Completion (CC)

Agriculture & Natural Resources
- Landscape Maintenance
- Sustainable Tropical Crop Production
- Turfgrass Maintenance

Allied Health
- Dental Assisting
- Therapeutic Activity Aide II

Auto Body Repair & Painting
- Auto Body Refinishing
- Corrosion

Business Technology
- Business Technology
- Medical Assistant I

Culinary Arts
- Pastry Cook

Early Childhood Education
- Early Childhood Option

Electronic and Computer Engineering Technology

Fashion Technology
- Dressmaker
- Fashion-Fabric Salesperson
- Seamstress

Human Services
- Substance Abuse Counseling

Sustainable Construction Technology

Certificate of Competence (CO)

A Certificate of Competence (CO) is a credential awarded to students who have successfully completed designated short-term credit or noncredit courses that provide job upgrading or entry-level skills.

Credit course sequences shall not exceed nine credits. The issuance of a CO requires that students' work has been evaluated and determined to be satisfactory. Students must earn a GPA of 2.0 or better for all credit courses required in the CO. Program maps, which begin on page 30, provide information about COs.

At a Glance

Certificates of Competence (CO)

Administration of Justice
- Corrections I; Corrections II
- Law Enforcement I; Law Enforcement II
- Private Security I; Private Security II

Agriculture and Natural Resources
- Agricultural Science
- GIS in Ecosystem Management
- Nursery Production
- Pest Management

Allied Health
- Adult Residential Care Home Operator
- Community Health Worker
- Elder Care/Personal Care Attendant
- Medication Assistant
- Nurse Aide Training (NAT)
- Pre-Community Health Worker
- Therapeutic Activity Aide I

Automotive Technology
- Brakes
- Heating and Air Conditioning
- Suspension and Steering

Business Careers
- Entrepreneurship I; Entrepreneurship II
- Leadership Training
- Marketing
- e-Marketing
- Supervision I; Supervision II

Business Technology
- Basic Office Skills - Pre-Business Tech

Culinary Arts
- Baker's Helper
- Pantry Cook
- Preparation Cook
- Sanitation
- Short Order Cook
- Storeroom Clerk
- Waiter/Waitress

Early Childhood Education
- Preschool Child Development Associate

Human Services
- Case Management
- Dynamics of Family Violence
- Substance Abuse Counseling I
- Substance Abuse Counseling II
- Youth Development Practitioner

Sustainable Construction Technology
- Basic Carpentry Skills
- Basic Drafting Skills
- Electrical Maintenance
- Energy Production
- Maintenance Painting
- Maintenance Plumbing
- Rough and Finish Carpentry
- Safety
- Small Equipment Repair
- Welding for Trades

Bachelor of Applied Science (BAS) degree in Applied Business and Information Technology (ABIT)

The Bachelor of Applied Science (BAS) degree in Applied Business & Information Technology (ABIT) combines a curriculum including business, information technology, and liberal arts that emphasizes entrepreneurship and small-to-medium sized business management.

The BAS degree is granted to students completing a four-year program. Only courses numbered 100 and above can be applied toward this degree.

ABIT Admissions Requirements

For admission to the UH Maui College ABIT program, students must first meet the UH Maui College admission requirements. Admission to UH Maui College does not guarantee admission to the ABIT program.

1. A student may apply for admission as a classified student in the ABIT program upon successful completion of one of the following admission requirements:
   a. Completion of the Business Careers Option III *(see page 41)* with a cumulative GPA of 2.5 or higher in all courses attempted; **or**
   b. Completion of an Associate in Arts (AA) degree or higher from an accredited institution with a cumulative GPA of 2.5 or higher in all courses attempted, and completion of the following pre-ABIT course requirements with grade C or better:
   ACC 201 or ACC124 and 125, BUSN 150 or ICS 101, BUS 120, ECON 131, ENG 100, IS 106*.
   c. Completion of an Associate in Applied Science (AAS) or Associate in Science (AS) degree from an accredited institution that includes 54 or more transferable semester credits with a cumulative GPA of 2.5 or higher in all courses attempted, and completion of pre-ABIT course requirements as outlined in 1.b.
2. A student may apply for admission as a provisional student in the ABIT program upon successful completion of the following admission requirements:
   a. Completion of 45 or more transferable semester credits from an accredited institution with a cumulative GPA of 2.5 or higher in all courses attempted. Classified status will be assigned with completion of 54 lower division transferable credits and completion of pre-ABIT course requirements as outlined in 1.b.
   b. Approval of the ABIT Committee.

** Note: IS 106 may be waived with:*
- *proof of completion of 30 transferable credits of 100 level or higher courses and a cumulative GPA of 2.5, or*
- *consent of ABIT program coordinator.*

ABIT Requirements

1. **Pre-ABIT (17 credits):**
   Completion of pre-ABIT courses as outlined in 1.b.
2. **Business Core (25 credits):**
   ACC 300; BLAW 200; ACC 202, BUS 301 *(to be taken first semester after acceptance)*, 318, 320; ECON 130; MGT 310, 400; and MKT 300.
3. **Information Technology Core (25 credits):**
   ICS 110, 111, 200, 319, 352, 360, 385, and 418.
4. **Upper Division Electives from the following (6 credits):**
   Elective BUS or TECH elective (recommend BUS or ICS 393V Internship)
   Any upper division elective
5. **General Education (42 credits):**
   BUS/COM 130 or COM 145 or 210, ENG 209 or 210, ENG 316, COM 459, ECON 130, HWST 107 or 231 or HIST 284, HUM 400, PHIL 301 or 323, PSY/COM 353, SP 151 or 251, MATH 115, 135, PSY 100 or SOC 100, Lower division Business or Technology Electives.
6. **Capstone Course (6 credits):**
   BUS 495 to be taken the last semester with approval of the ABIT Committee.
7. **Natural Science (4 credits):**
   Four credits including a lab.
8. **Writing Intensive (15 credits):**
   Minimum of 15 credits of writing intensive courses at the 100-level or higher; at least 6 credits in 100-299 level courses; and at least 6 credits in 300-level or higher.
9. **Minimum of 125 non-repeated qualifying credit hours:**
   ABIT majors are required to earn a letter grade *(e.g., A,B,C, etc.)* in all courses required for the ABIT program.
10. **Grade Point Average:**
    At least a 2.0 UH Maui College cumulative GPA, as well as a 2.5 GPA in courses required for the ABIT major. Grade C or better is required in all upper division courses.
11. **Graduation Requirement:**
    To be awarded the BAS degree, students must complete an Application for Graduation form obtained from Student Services. *See Academic Calendar on page 152 for deadline.*
12. **Residency Requirement:**
    A minimum of 30 credit hours must be taken at UH Maui College and a minimum of 8 upper division courses (24 credits) in Business or Information Technology including the Capstone course.

(continued on next page)

The Applied Business & Information Technology (ABIT) program, leading to a baccalaureate degree, offers options to students seeking preparation in small to mid-sized business management, information technology, and related or integrated career opportunities. The mission of the program is to prepare graduates to be productive professionals who can make responsible business decisions and use information technology wisely in a changing world. The curriculum emphasizes business and stresses the effective use of information technology. The program also includes a strong interdisciplinary liberal arts program with courses in the humanities, social sciences, English, communication, and mathematics.

Although this degree can be earned in four years taking 15-16 credits per semester, students taking fewer credits per semester will take longer to complete the requirements. Students interested in the ABIT program are encouraged to contact the ABIT counselor, program coordinator, or faculty member about program requirements.

Students are encouraged to follow the Business Careers Option III path on page 41 to complete lower division requirements. Students should refer to page 23 for complete ABIT program requirements. Only courses numbered 100 or above, and taken with a letter grade, may be applied to the ABIT degree; and for upper division courses only those with a grade C or better may be applied.

Contact the program counselor, Crystal Alberto, at 984-3294, or by email at calberto@hawaii.edu for more information.

Upper division requirements for Bachelor of Applied Science (BAS) Degree in ABIT: 61 credits

Accounting 300(3)
Business 301(1), 318(3), 320(3), 495(6)
Communication 459(3)
English 316(3)
Humanities 400*
Information & Computer Science 319(3), 352(3), 360(3), 385(3)
Management 310(3), 400(3)
Marketing 300(3)
Philosophy 301(3) or 323(3)
Psychology/Communication 353(3)
Two upper division electives(3,3):
Recommend BUS or ICS 393V
Upper Division electives

Full-time students would take courses in this sequence:

Junior Year (Fall)	Credits
BUS 301 Introduction to ABIT	1
ACC 300 Intermediate Financial Acct I	3
ICS 319 Operating Systems	3
ICS 352 Networks and Security	3
MGT 310 Principles of Management	3
MKT 300 Principles of Marketing	3
	16

Junior Year (Spring)	Credits
BUS 318 Principles of Finance	3
BUS 320 Entrepreneurship	3
ICS 360 Database Design and Development	3
ICS 385 Web Development and Administration	3
ENG 316 Advanced Research & Writing	3
	15

Senior Year (Fall)	Credits
HUM 400* Changes and Choices	3
ICS 418 Systems Analysis and Design	3
MGT 400 Managing the Growing Business	3
Upper Division Business or Technology electives (recommend BUS or ICS 393V ABIT Internship)	3
PSY/COM 353 Conflict Management & Resolution	3
	15

Senior Year (Spring)	Credits
BUS 495 ABIT Capstone	6
COM 459 Intercultural Communication II	3
PHIL 301 Ethical Theory or PHIL 323 Professional Ethics	3
Upper division elective	3
	15

** Note: Other courses as approved by the ABIT committee may satisfy this requirement.*

Tuition and Fees: A tuition differential exists for upper division courses numbered 300 or higher. *See page 68-69 for tuition and fees.*

Bachelor of Applied Science (BAS) degree in Engineering Technology (ENGT)

The Bachelor of Applied Science (BAS) degree in Engineering Technology (ENGT) provides curriculum in electronics, computers, optics, remote sensing, and other technologies used in industry on Maui, throughout the state of Hawai'i, and worldwide.

The BAS degree is granted to students completing the Engineering Technology BAS degree requirements.

Engineering Technology BAS Admissions Requirements

For admission to the UH Maui College Engineering Technology BAS program, students must first meet the UH Maui College admission requirements. Admission to UH Maui College does not guarantee admission to the ENGT BAS program.

1. A student may apply for admission as a classified student in the ENGT program upon successful completion of one of the following admission requirements:
   a. Completion of the UH Maui College BAS path for the Electronic Engineering Technology (ECET) AS degree *(see page 48)* with a cumulative GPA of 2.5 or higher in all courses attempted; **or**
   b. Completion of an Associate in Arts (AA), Associate in Applied Science (AAS), or Associate in Science (AS) from an accredited institution with a cumulative GPA of 2.5 or higher in all courses attempted, and completion of the BAS path for the Electronic Engineering Technology (ECET) AS degree course requirements (or approved equivalent coursework from an accredited institution).
2. A student may apply for admission as a provisional student in the ENGT BAS program upon successful completion of the following admission requirements:
   a. Completion of 40 or more transferable semester credits from an accredited institution with a cumulative GPA of 2.5 or higher in all courses attempted. Classified status will be assigned with completion of the BAS path for the Electronic Engineering Technology (ECET) AS degree course requirements (or approved equivalent coursework from an accredited institution).
   b. Approval of ENGT Committee.

Engineering Technology BAS Graduation Requirements

1. **BAS path for the Electronic Engineering Technology (ECET) AS degree (74 credits):**
   Completion of the BAS path for the ECET AS course requirements (or approved equivalent coursework from an accredited institution).
2. **Engineering Technology BAS Upper Division Coursework (36 credits):**
   ETRO 305, 310, 320, 350, 360, 370, 415, 440, 450, 460, and 475
3. **Engineering Technology BAS General Education (18 credits):**
   PHYS 219, MATH 219, ENG 210, PHIL 301, ENG 316, and PSY/COM 353
4. **Capstone Course (6 credits):**
   ETRO 497 and 498 are to be taken the last two semesters with approval of the ENGT Committee.
5. **Minimum of 134 qualifying credit hours:**
   ENGT majors are required to earn a letter grade *(e.g., A,B,C, etc.)* in all courses required for the ENGT program.
6. **Grade Point Average:**
   At least a 2.0 UH Maui College cumulative GPA, as well as a 2.5 GPA in courses required for the ENGT major. Grade C or better is required in all upper division ENGT courses.
7. **Graduation Requirement:**
   To be awarded the BAS ENGT degree, students must complete an Application for Graduation form obtained from Student Services. *See Academic Calendar on page 152 for deadline.*
8. **Residency Requirement:**
   A minimum of 30 credit hours must be taken at UH Maui College and a minimum of 8 upper division courses (24 credits) in Engineering Technology including the ENGT Capstone course.

(continued on next page)

The Engineering Technology (ENGT) program, leading to a baccalaureate degree, offers options to students seeking preparation in engineering technology, electronics, optics, and remote sensing. The mission of the program is to prepare graduates to be productive professionals who can make meaningful contributions to industry on Maui and throughout Hawai'i and the world. The curriculum emphasizes engineering technology and stresses the effective use of integrated electro-optical hardware and software systems. The program also includes strong interdisciplinary general education with courses in the humanities, social sciences, communication, mathematics, and English.

Although this degree can be earned in four years taking 13-16 credits per semester, students taking fewer credits per semester will take longer to complete the requirements.

Students are required to complete the BAS path for the Electronic Engineering Technology (ECET) AS degree in order to fulfill their lower division requirements. Students should refer to page 48 for complete AS program requirements. Only courses numbered 100 or above, and taken with a letter grade may be applied to the ENGT degree; for the upper division courses listed here, only those with a grade C or better may be applied.

Contact Dr. Elisabeth Reader at 984-3388, or by email at ereader@hawaii.edu for more information.

Requirements for the Bachelor of Applied Science (BAS) Degree in ENGT: 60 credits

Mathematics 219(3)
Philosophy 301(3)
Electronics 305(3), 310(3), 320(4), 350(3), 360(4), 370(3), 415(3), 440(3), 450(3), 460(4), 475(3), 497(3), 498(3)
Physics 219(3)
Psychology/Communication 353(3)
English 210(3), 316(3)

Full-time students would take courses in this sequence:

Junior Year (Fall)	Credits
MATH 219 Calculus for Engineering Technology	3
PHYS 219 Physics for Engineering Technology	3
ETRO 305 Engineering Computing	3
ETRO 320 Intermediate Optics	4
PSY/COM 353 Conflict Management and Resolution	3
	16

Junior Year (Spring)	Credits
ETRO 310 Applied Robotics	3
ETRO 360 Signals and Systems	4
ETRO 370 Optoelectronics	3
ETRO 440 Remote Sensing	3
ENG 210 Research Writing	3
	16

Senior Year (Fall)	Credits
ETRO 350 Power Systems	3
ETRO 415 Project Management	3
ETRO 450 Signal Processing	3
ETRO 497 Capstone Project I	3
PHIL 301 Ethical Theory	3
	15

Senior Year (Spring)	Credits
ETRO 460 Electro-Mechanical Control Systems	4
ETRO 475 Advanced Instrumentation	3
ETRO 498 Capstone Project II	3
ENG 316 Advanced Research Writing	3
	13

Tuition and Fees: A tuition differential exists for upper division courses numbered 300 or higher. *See page 68-69 for tuition and fees.*

Bachelor of Applied Science (BAS) Degree in Sustainable Science Management

The BAS in Sustainable Science Management comprises a core curriculum emphasizing basic and applied science related to energy and sustainability, as well as communications and business fundamentals. Courses explore specific sustainability topics and recognize the inter-relatedness of the three foundations of a sustainable society – economic growth, social progress, and environmental stewardship.

The BAS degree is granted to students completing a four-year program. Only courses numbered 100 and above can be applied toward the degree.

Sustainable Science Management Admission Requirements

For admission to the UH Maui College Sustainable Science Management program, students must first meet the UH Maui College admission requirements. Admission to UH Maui College does not guarantee admission to the Sustainable Science Management program.

1. A student may apply for admission as a classified student in the Sustainable Science Management program upon successful completion of one of the following admission requirements:
   a. Completion of the Business Careers Option IV (see page 42) with a cumulative GPA of 2.5 or higher in all courses attempted; or
   b. Completion of an Associate in Arts (AA) degree or higher from an accredited institution with a cumulative GPA of 2.5 or higher in all courses attempted, and completion of the following pre-Sustainable Science Management course requirements with grade C or better (35 credits):
   BUS 120, BUS/COM 130, SOC 100, ENG 100, ENG 209, MATH 135, ENRG 101 and 103, CHEM 151, BIOL 124 and 124L, SSM 101,
   c. Completion of an Associate in Applied Science (AAS) or Associate in Science (AS) degree from an accredited institution that includes 40 or more transferable semester credits with a cumulative GPA of 2.5 or higher in all courses attempted, and completion of pre-Sustainable Science Management course requirements as outlined in 1.b.
2. A student may apply for admission as a provisional student in the SSM program upon successful completion o the following admission requirements
   a. A minimum of 50 credits of equivalent transferable college coursework from an accredited institution with a cumulative GPA of 2.5 or higher in all courses attempted.
   b. Approval of the Sustainable Science Management Committee.

SSM Graduation Requirements

1. **Pre-Sustainable Science Management (67 credits)**
   Completion of pre-SSM courses as outlined in 1.a.

2. **Sustainable Science Management Upper division course work (45 credits):**
   SSM 301, 302, 303, 393V, 401, 402, 403, PSY /COM 353, MGT 310, MATH 203, MGT 322, ENG 316, HUM 400, PHIL 323, COM 459

3. **Upper Division Electives from any of the following (9 credits):**
   BUS 318, 320, 415, 420; ICS 393v or 493v or 463; MGT 400 or 322, MKT 300 or 312 or 400; HUM 393V or 493v or 410; ENG 393V, 493V 390v; PHIL 323. See the Sustainable Science Program Coordinator for other possible substitutions.

4. **Capstone Course (6 credits):**
   SSM 475 to be taken the last semester with approval of the SSM Committee.

5. **Writing Intensive (15 credits):**
   Minimum of 15 credits of writing intensive courses at the 100-level or higher; at least 6 credits in 100-299 level courses; and at least 6 credits in 300-level or higher.

6. **Minimum of 127 qualifying credit hours:**
   SSM majors are required to earn a letter grade (e.g. A,B,C, etc.) in all courses required for the SSM program.

7. **Grade Point Average:**
   At least a 2.0 UH Maui College cu-mulative GPA, as well as a 2.5 GPA in courses required for the SSM major. Grade C or better is required in all upper division courses.

8. **Graduation Requirement:**
   To be awarded the BAS degree, students must complete an Application for Graduation form obtained from Student Services. *See Academic Calendar on page 152 for deadline.*

9. **Residency Requirement:**
   A minimum of 30 credit hours must be taken at UH Maui College and a minimum of 8 upper division courses (24 credits) in Sustainable Science Management including the Capstone course.

(continued on the next page)

The Sustainable Science Management (SSM) program, leading to a baccalaureate degree offers options to students seeking employment in the field of Sustainability which includes positions such as: sustainability coordinator, sustainability specialist, environmental manager, environmental scientist. The mission of the BAS in Sustainable Science Management program is to prepare students to be productive professionals who can make skilled and informed sustainability decisions for complex systems that have environmental, social, political and economic consequences and solutions. The curriculum emphasizes the triple bottom line (economy, equity, and ecology) and stresses the use of methods and technologies for determining the sustainability of a system. The program also includes strong interdisciplinary general education with courses in the humanities, communications, natural sciences, mathematics, and English.

Although this degree can be earned in four years taking 15 credits per semester, students taking fewer credits per semester will take longer to complete the requirements. Students interested in the SSM program are encouraged to contact the SSM counselor, program coordinator, or faculty member about program requirements.

Students are encouraged to follow the Business Careers Option IV path on page 42 to complete lower division requirements. Students should refer to page 27 for complete SSM program requirements. Only courses numbered 100 or above, and taken with a letter grade, may be applied to the SSM degree; and for upper division courses only those with a grade C or better may be applied.

Contact the program coordinator, Dr. Joie Taylor, at 984-3335, or by email at uhmcssm@hawaii.edu for more information.

Upper division requirements – BAS in Sustainable Science Management (60 credits)

Communication 459(3);
English 316(3);
Humanities 400 or Contemporary Issues 390v or
Advanced Contemporary Issues 490v in Humanities or English (3)*;
Management 310(3), 322(3);
Philosophy 323(3);
Psychology/Communication 353(3);
Sustainable Science Management 301 (3), 302(3), 303(3), 401(3), 402(3), 403(3), 475(6).
Any three upper division electives (3,3,3):
Advanced Contemporary Issues 490v;
Business 318, 320; Contemporary Issues 390v; Management 400; Marketing 300; SSM 393v

Full-time students would take courses in this sequence:

Junior Year (Fall)	Credits
PSY/COM 353 Conflict Management and Resolution	3
MGT 310 Principles of Management	3
SSM 301 Sustainable Organizations	3
SSM 302 Environmental Health	3
MATH 203 Calculus for Business and Social Sciences	3
	15

Junior Year (Spring)	Credits
MGT 322 Organizational Leadership and Management of Change	3
ENG 316 Advanced Research Writing	3
SSM 303 Sustainable Science Processes	3
SSM 401 Environmental Law, Policy and Justice	3
Upper Division Elective	3
	15

Senior Year (Fall)	Credits
HUM 400 Changes and Choices	3
SSM 393V Internship	3
SSM 402 Water Resources Management	3
Upper Division Elective	3
Upper Division Elective	3
	15

Senior Year (Spring)	Credits
SSM 403 Renewable Energy Integration	3
SSM 475 Senior Capstone Project	6
PHIL 323 Professional Ethics	3
COM 459 Intercultural Communication II	3
	15

Tuition and Fees: A tuition differential exists for upper division courses numbered 300 or higher. See page 68-69 for tuition and fees.

The Accounting program at UH Maui College is designed to prepare students for entry-level positions in the accounting profession within government and private business. Students who select the Accounting program should have the interest and aptitude for computational work. Students are prepared to work as an Account Clerk or Accounting Assistant with completion of the Certificate of Achievement (30 credits), and as a Bookkeeper with completion of the Associate in Applied Science degree (60 credits). With additional education, graduates of this program may become an Accountant or Auditor.

Students planning to transfer to the UH Maui College ABIT program, the UH Mānoa Shidler College of Business, or to business programs at UH Hilo, UH West Oahu, or another college should see a counselor about the requirements for entrance to these schools. These colleges have specific entrance requirements and not all Accounting program courses fulfill these requirements or are transferable.
Accounting majors are required to earn a letter grade of C or better for Accounting courses.

Contact the program counselor, Crystal Alberto, at 984-3294, or by email at calberto@hawaii.edu for more information.

Requirements for Certificate of Achievement (CA): 30 credits

Accounting 124(3), 125(3), 132(3), 150(3)**
Business Technology 150, or
Information & Computer Science 101 or 115(3)
Business elective(3)***
Business/Communication 130(3)
Any two: English 55, 100, 209(3,3)
General Education elective(3) *(See page 19.)*

Requirements for Associate in Applied Science (AAS) Degree: 60 credits

All CA courses(30) plus:
Accounting 134(3), 255(3), 202(3), 295(3)
Business electives(6)***
Humanities elective(3)
Social Science elective(3)
Natural Science elective(3)
Mathematics 103,**** 115, or higher(3)

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
*ACC 124 Principles of Accounting I**	3
*ACC 132 Payroll and Hawai'i General Excise Tax	3
*BUSN 150 Introduction to Business Computing, or ICS 101 Digital Tools for the Information World, or ICS 115 Microcomputer Applications	3
*ENG 55 Business Communication - Written, or ENG 100 Composition I	3
General Education elective	3
	15

Second Semester (Spring)	Credits
*ACC 125 Principles of Accounting II, or ACC 201 Introduction to Financial Accounting**	3
*ACC 150 Using QuickBooks® in Accounting	3
*ENG 100 Composition I, or ENG 209 Business & Managerial Writing	3
*BUS/COM 130 Business Communication - Oral	3
*Business elective***	3
	15

Third Semester (Fall)	Credits
ACC 134 Income Tax Preparation	3
ACC 202 Managerial Accounting	3
Business elective***	3
Humanities elective	3
Social Science elective	3
	15

Grade C or better required in all ACC courses.

Fourth Semester (Spring)	Credits
ACC 255 Using Spreadsheets in Accounting	3
ACC 295 Accounting Capstone	3
Business elective***	3
Natural Science elective	3
MATH 103 College Algebra,**** or MATH 115 Statistics, or MATH 135 Pre-Calculus: Elementary Functions, or MATH 203 Calculus for Business and Social Sciences	3
	15

* *Note: Courses required for Certificate of Achievement.*
** *Note: Option 1: ACC 124, ACC 125, and ACC 202;*
Option 2: ACC 124, ACC 201, and ACC 202; or
Option 3: ACC 201, ACC 202, and Business elective(3).
*** *Note: Prerequisite courses to program requirements may not be used as Business electives. Recommended: ACC 193v and/or BLAW 200.*
**** *Note: Mathematics 103 is required for transfer to UH West Oahu Business Administration.*

The Administration of Justice program serves the following broad purposes: to provide general academic knowledge, concepts, and theory pertaining to the criminal justice system; to meet the pre-service needs of those preparing for careers in law enforcement, private security, or other field related to administration of justice; and to meet in-service educational and training needs of professionals in the administration of justice field.

Police Officers may receive up to 21 Administration of Justice credits for completing basic police training as required by government law enforcement agencies, after successfully earning 12 college credits at UH Maui College.

Contact the program coordinator, Ryan Daniels, at 984-3219, or by email at ryanbkd@hawaii.edu for latest program scheduling cycles.

Requirements for Certificates of Competence (CO):

Corrections I: 9 credits	Administration of Justice 101(3), 150(3), Sociology 218 or 100(3)
Corrections II: 9 credits	Administration of Justice 221(3), 250(3), Psychology 100 or 170(3) *(Prereq: Corrections I)*
Law Enforcement I: 9 credits	Administration of Justice 101(3), 221(3), Sociology 218(3)
Law Enforcement II: 9 credits	Administration of Justice 223(3), 230(3), Psychology 100 or 170(3) *(Prereq: Law Enforcement I)*
Private Security I: 9 credits	Administration of Justice 101(3), 170(3), Sociology 218 or 100(3)
Private Security II: 9 credits	Administration of Justice 221(3), 270(3), Psychology 100 or 170(3) *(Prereq: Private Security I)*

Requirements for Certificate of Achievement (CA): 33 credits

Administration of Justice 101(3), 200(3), 290(3)
Administration of Justice 103 or 170(3)
Administration of Justice 234 or 270(3)
Administration of Justice 221, 226, 230, 231, or 232(3)
Anthropology 200 or Hawaiian Studies 107(3)
Psychology 100 or 170(3)
English 22, 55, or 100(3)
COM 145, BUS/COM 130, or SP 151(3)
Mathematics 18 or higher(3)

Requirements for Associate in Applied Science (AAS) Degree: 63 credits

All CA courses(33) plus:
Administration of Justice 221(3), 224(3)
Administration of Justice 223 or 210(3)**
Sociology 100 or 218(3) - *Social Science elective*
English 100 or 106(3)
Administration of Justice electives (9) from this list:*
AJ 103(3), 104(3), 150(3), 170(3), 226(3), 230(3), 231(3), 232(3), 234(3), 250(3), 270(3)
Humanities elective(3)
Natural Science elective(3)

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
AJ 101 Introduction to Administration of Justice	3
Administration of Justice Elective	3
SOC 100 Survey of General Sociology, or SOC 218 Introduction to Social Problems	3
ENG 100 Composition I or ENG 106 Report writing	3
SP 151 Personal & Public Speech or COM 145 Interpersonal Communication I	3
	15

Second Semester (Spring)	Credits
AJ 103 Criminal Investigation, or AJ 170 Private Security	3
AJ 200 Procedures in the Hawai'i Justice System	3
Administration of Justice Elective	3
ANTH 200 Cultural Anthropology, or HWST 107 Hawai'i: Center of the Pacific	3
MATH 18 Essential Math for Algebra or higher	3
	15

Third Semester (Fall)	Credits
AJ 221 Introduction to Criminal Law	3
AJ 210 Juvenile Justice, or AJ 223 Arrest, Search and Seizure	3
Administration of Justice Elective	3
PSY 100 Survey of Psychology, or PSY 170 Psychology of Adjustment	3
General Education Humanities Requirement	3
PSY/COM 353 Conflict Management & Resolution	3
	18

Fourth Semester (Spring)	Credits
AJ 224 Rules of Evidence	3
AJ 234 Police-Community Relations, or AJ 270 Loss Prevention	3
AJ 226 Economic Crimes, or AJ 230 Principles of Police Supervision, or AJ 231 Stress in Policing, or AJ 232 Officer Survival	3
AJ 293V Administration of Justice Internship	3
General Education Natural Science Requirement	3
	15

Note: A minimum of 12 General Education credits are required. General Education requirements for the AAS Degree are listed under Degrees and Certificates on page 19.

Note: 9 elective credits must be selected from the AJ or General Education courses or course numbered 100 and above and 3 elective credits may be selected from any courses that are not excluded from the AAS degree. Up to four credits of AJ 193 may be applied to the AJ program requirements. (See Degrees and Certificates section.)

Agriculture & Natural Resources provides instruction for those wishing training, retraining, or skills upgrading in the field of agriculture and those wishing to transfer to a four-year college or university. Diverse learning activities are provided at facilities on Maui and Molokai. The Maui facility includes a 10,700 sq. ft. greenhouse; two acres of turfgrass including a golf green, fairway, and rough; and a 1.5 acre vegetable field. The Molokai Farm includes a 5,000 sq. ft. greenhouse, orchards, and vegetable fields on 28 acres of land. Projections point to a continued need for well-trained people in all aspects of the green industry. Hotels and condominiums face increasing demand for personnel to design and maintain aesthetically pleasing landscapes. Golf course and recreational facilities require knowledgeable people to establish and maintain healthy turfgrass in an environmentally sound manner. Farms and plantations need informed individuals to implement new technologies and sustainable agriculture techniques. Numerous opportunities exist for entrepreneurs in vegetable, flower, and nursery crop production as well as landscape maintenance.

Students may transfer to other institutions after beginning their academic and technical training on Maui or Molokai. Agriculture courses have been articulated with the University of Hawai'i at Hilo; some courses are equivalent to the ones offered there, while others transfer as agriculture or general electives. Students can also meet agriculture program requirements at the University of Hawai'i at Mānoa, as well as mainland institutions.

Contact the program coordinator, Ann Emmsley, at 984-3243, or by email at aemmsley@hawaii.edu for latest program schedule cycle.

Requirements for Certificates of Competence (CO):

Agricultural Science: 7 credits	Agriculture 122(3), 200(4)
GIS in Ecosystem Management: 8 credits	Geographic Information Systems/Information and Computer Science 150(4) Geographic Information Systems 180(4)
Nursery Production: 9 credits	Agriculture 230(3), 266(3), 269(3)
Pest Management: 9 credits	Agriculture 174(3), 201(3), 281(3)

Requirements for Certificates of Completion (CC):

Turfgrass Specialist: 23 credits

Agriculture 122(3), 174(3), 233(2), 235(3), 260(3), 194v(3)
English 22, 100, or 106(3)
Mathematics 18 or higher(3)
Additional courses to improve employability, but not required:
Agriculture 200(4), 201(3), 250(4), 269(3), 281(3)

Sustainable Tropical Crop Production: 15 credits

Agriculture 122(3), 174(3), 232(1), 235(3), 251(4), 290(1)

Landscape Maintenance: 13 credits

Agriculture 235(3), 250(4), 260(3), 269(3)

Requirements for Certificates of Achievement (CA):

Courses required for all four CA programs: 27 credits

Agriculture 122(3), 174(3), 200(4), 201(3), 230(3), 235(3)
BUSN 189, MATH 18 or higher(3)

Automotive Technology 80(2)
English 22, 100, or 106(3)

Floriculture Management: 34 credits

Agriculture 263(3), 269(3), 290(1)

Nursery Management: 34 credits

Agriculture 266(3), 269(3), 290(1)

Horticulture & Landscape Maintenance: 40 credits

Agriculture 250(4), 260(3), 269(3), 281(3)

Sustainable Tropical Crop Management: 39 credits

Agriculture 232(1), 251(4), 263 or 266(3), 281(3), 290(1)

Requirements for Associate in Applied Science (AAS) Degree: 60 credits

Horticulture & Landscape Maintenance: 60 credits

All CA Horticulture & Landscape courses(40) plus:
Electives(5) from AG Elective List below
General Education(15) listed below

Sustainable Tropical Crop Management: 60 credits

All CA Horticulture & Landscape courses(39) plus:
Electives(6) from AG Elective List below
General Education(15) listed below

General Education required for both AAS programs: 16 credits

English 21, 22, 55, 100, 102, 104, 106, or COM 145(3)
ICS 101 or BUSN 150(3)
Humanities elective(3)
Natural Science elective(3)
Social Science elective(3)

AG Elective List:

Agriculture 92P(1), 92Q(1), 92R(1), 92S(1), 92T(1), 263(3), 264(3), 266(3), 290(1)
Tropical Crop options: Agriculture 250(4), 260(3), 269(3)
Horticulture options: Agriculture 194v(1-3), 232(1), 233(2), 251(4)
Trade/Natural Science appropriate to major, e.g., ACC 124

Health Related Programs

Under the umbrella of Allied Health are a number of Certificates of Competence enabling individuals to gain the education and training to gain entry to various nursing-related professions. *Grade C or better is required in all courses for a certificate or degree in Allied Health, unless stipulated otherwise.*

Contact the Allied Health department chair, Nancy Johnson, at 984-3250, or by email at nancyjoh@hawaii.edu for information.

Requirements for Certificates of Competence (CO):

Nurse Aide Training (NAT): 6 credits
Nursing 100(6) *Nurse Aide Training takes one semester. There is no selection process for Nurse Aide Training.*
Prerequisite: ENG 19 or higher.

Prepares individuals to work in hospitals, extended care facilities, private nursing agencies, and home health agencies under supervision of an LPN or RN. *Graduates are eligible to take the Certification Examination given by American Red Cross.*

Adult Residential Care Home Operator (ARCH): 3 credits *
Nursing 12(1), 13(1), 14(1)

Prepares individuals to apply for certification to operate a Care Home in the State of Hawai'i. *Three 5-week courses offered during one semester.*

Medical Assistant II: See Business Technology section

Medication Assistant: 3 credits
Pharmacology 103(1), 104(1), 105(1)
Prerequisite: BIOL 100 with grade C or better, or consent.

Prepares individuals to work in assisted living and community-based settings. *Three 5-week courses offered during one semester.*
Recommended: NURS 100 with grade C or better.

Therapeutic Activity Aide I (CO): 8 credits * and Therapeutic Activity Aide II (CC): 20 credits

These certificate programs are designed as introductory programs for people who wish to work in community-based care. It will provide basic instruction in supervised activities in the field of occupational therapy. The programs are developed to meet the needs of rural communities and to create an entry level position to encourage future careers. Students in Therapeutic Aide I and II are prepared to work as aides under the supervision of licensed professionals in community care. Grade C or better is required in all courses for a certificate or degree from the Allied Health program, unless stipulated otherwise.

Therapeutic Activity Aide I: 8 credits *
Health 118(3), 119(2)
Family Resources 230 or Psychology 240(3)

Therapeutic Activity Aide II: 20 credits *
All of the courses in Therapeutic Activity Aide I (8) plus:
Health 121(3), 123(2), 125(1), 126(3), 127(2), 128(1)

Community Health Worker: 8-9 credits *

The Community Health Worker program prepares individuals to work as unlicensed members of health and social service teams providing care for individuals in a community-based setting. A significant aspect of this program is the intent to incorporate the cultural values of communities into the formal structure of the curriculum. Graduates are a resource for health promotion and patient education. Grade C or better is required in all courses for a certificate or degree from the nursing/allied health program, unless stipulated otherwise.

Pre-Community Health Worker: 8 credits
Community Health Worker 150(4)
Pharmacology 103(1), 104(1), 105(1)
Health 150(1)

Community Health Worker: 9 credits
Community Health Worker 155(3)
Human Services 111(3), 140(3)

Full-time students would take courses in this sequence:*

First Semester (Fall)	Credits
CHW 150 Community Health Worker	4
PHRM 103 Introduction to Pharmacology	1
PHRM 104 Pharmacological Treatment of Disease	1
PHRM 105 Administration of Medications	1
HLTH 150 Introduction to Diseases	1
	8

Second Semester (Spring)	Credits
CHW 155 Community Health Worker Externship	3
HSER 111 Community Action	3
HSER 140 Individual Counseling	3
	9

** Note: Not offered every semester.*

Dental Assisting

The Dental Assisting program is a two-semester program that is accredited by the American Dental Association Commission on Dental Accreditation (ADACODA) and prepares individuals to work as a Chairside Assistant in dental offices and settings. The employment rate for Dental Assistants in Maui County is expected to increase by 31.6 percent in the 6-year period 2004 through 2014.

The curriculum is organized in accordance with requirements of the American Dental Association Commission on Dental Accreditation with consultation from the Maui County Dental Association. Hands-on experience is achieved through clinical practice in the Maui Oral Health Center and in dental offices. Graduates are eligible to take the Dental Assisting National Board (DANB).

Per the UH Board of Regents policy, priority for admission to the high demand Dental Assisting and Dental Hygiene programs is given first to fully qualified State of Hawai'i residents as determined by the registrar for tuition purposes. Qualified non-residents are considered after qualified Hawai'i residents have filled all available openings. *Admission to UH Maui College does not guarantee admission to the Dental Assisting program.* The following minimum competencies are required of students entering the Dental Assisting program: a) English 22 with grade C or better, or placement at English 100; and b) Biology 100 with grade C or better. *The application deadline for the Fall cohort is May 1.* Visit the UH Maui College dental website at: maui.hawaii.edu/dental

Contact the Dental Assisting program coordinator, Joyce Yamada, at 984-3663, or by email at yamadajo@hawaii.edu for information.

Requirements for Certificate of Completion (CC): 23 credits

Dental Assisting 120(3), 150(2), 151(5), 152(4), 154(1), 164(3), 165(2), 176(2), 177(1) *Grade C or better is required in all courses.*

The cadre (cohort) takes courses in this sequence:*

First Semester (Fall)	Credits	Second Semester (Spring)	Credits
DENT 120 Dental Office Management	3	DENT 152 Chairside Dental Assisting	4
DENT 150 Orientation to Dental Assisting	2	*DENT 154 Dental Materials	1
DENT 151 Introduction to Chairside Dental Assisting	5	DENT 165 Oral Biology II	2
DENT 164 Oral Biology I	3	*DENT 177 Dental Radiography II	1
*DENT 176 Dental Radiography I	2		8
	15		

* *Note: Process for credit by examination (demonstrating competency) is available. DENT 154, 176, and 177 are eligible for Credit by Exam to those students who hold an active Certified Dental Assistant (Dental Assisting National Board - DANB) license.*

Note: Scheduling is designed for students to complete the program in two semesters within a cohort.

Note: All transfer applicants who have taken dental assisting course work at another accredited dental assisting program will be evaluated on an individual basis. The applicant must present a letter from the former dental assisting program, stating the circumstances necessitating the transfer. Opportunities for transfer applicants to enter dental assisting classes are limited to those instances where space becomes available.

Dental Hygiene

The Dental Hygiene program is a four semester and one summer session program within a cohort* that prepares individuals to work in general and specialty dental offices, hospitals, schools, and public health agencies. Students are trained in educational methods and preventive clinical services that qualify them as dental health educators and competent clinicians. Emphasis is placed on the correlations among prevention, education, and the clinical phases of dental hygiene practice as well as basic and social sciences. The program is the second step in the Dental Assisting > Dental Hygiene career ladder.

The curriculum is organized in accordance with requirements of the American Dental Association Commission on Dental Accreditation for a Dental Hygiene program and with consultation from the Maui County Dental Association and the Maui County Dental Alliance. The program is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of "inital accreditation." The Commission is a specialized accrediting body recognized by the United States Department of Education and can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611. The Commission's web address is: https://www.ada.org/100.apsx. Graduates are eligible to take the National Board of Dental Hygiene Exam, Central Regional Dental Testing Service Exam, and apply for license with the Hawai'i Board of Dental Examiners. The following minimum courses are required of students entering the Dental Hygiene program: ENG 100, MATH 100 or 115, MICR 130 and 140, ZOOL 141 and 142, and DENT 154**, 164, 165, 176**, 177**, all with grade C or better. General Education AS credits (shown below in prenthesis) may be completed early to reduce courseload and to be more competitive in the selection process.

The application deadline for Fall Cohort is May 1. Visit the UH Maui College dental website at: maui.hawaii.edu/dental

Contact the Dental Hygiene program coordinator, Rosie Vierra, at 984-3313, or by email at rivierra@hawaii.edu for information.

Requirements for Associate in Science (AS) Degree: 64 credits

Dental Hygiene 150(2), 153(2), 155(1), 156(3), 173(1), 254(3), 255(2), 256(1), 257(2), 258(2), 260(4), 261(2), 262(5), 263(5), 264(2), 265(1), 266(2), 267(1), 268(1), 269(1)
Biochemisty 241(3)
Food Science and Human Nutrition 285(3)
Pharmacology 203(3)
Psychology 100(3)
Sociology 100 or Anthropology 200(3)
Speech 151(3)
Humanities elective (3)

Additional requirements: *Grade C or better in all General Education and didactic Dental Hygiene courses, and Grade B or better in all clinical DH courses.*

Cohort takes courses in this sequence: * *Parenthesis show General Education courses recommended to be taken beforehand.*

First Semester (Fall)	Credits
DH 150 Oral Histology and Embryology	2
DH 153 Assessment Procedures in Dental Hygiene	2
DH 155 Dental Emergencies	1
DH 156 Pre-Clinical Dental Hygiene	3
DH 173 Dental Health Education	1
BIOC 241 Fundamentals of Biochemistry	(3)
PHRM 203 General Pharmacology	(3)
PSY 100 Survey of Psychology	(3)
	(9) 9

Second Semester (Spring)	Credits
DH 254 Pathology for DH and Special Patient Populations	3
DH 255 Oral Pathology in Dental Hygiene	2
DH 256 Applied Pharmacology in Dentistry	1
DH 257 Periodontics 1 and Advanced Clinical Techniques	2
DH 260 Clinical Dental Hygiene 1	4
DH 267 Dental Radiography and Interpretation	1
FSHN 285 The Science of Human Nutrition	(3)
Humanities elective	(3)
	(6)13

Summer Session (5 weeks)	Credits
DH 261 Clinical Dental Hygiene 2	2
DH 266 Local Anesthesia and Pain Control	2
	4

Third Semester (Fall)	Credits
DH 258 Periodontics 2 and Advanced Clinical Techniques	2
DH 262 Clinical Dental Hygiene 3	5
DH 264 Community Dental Health	2
DH 268 Advanced Dental Radiography & Interpretation	1
SP 151 Personal and Public Speech	(3)
	(3) 10

Fourth Semester (Spring)	Credits
DH 263 Clinical Dental Hygiene 4	5
DH 265 Law and Ethics in Dental Hygiene	1
DH 269 Advanced Dental Radiography and Interpretation	1
SOC 100 Survey of General Sociology, or ANTH 200 Cultural Anthropology	(3)
	(3) 7

**Note: Scheduling is designed for a cohort of students to complete the program in 4 semesters and a summer session.*

***Note: DENT 154, 176, and 177 are eligible for Credit by Exam to students who hold an active Certified Dental Assitant (Dental Assisting National Board-DANNB) license. See website http://www.maui.hawaii.edu/dental*

Nursing Career Ladder

Students admitted in Fall 2010 and new nursing *applicant* students who will be preparing for admission to the program will follow the new Hawai'i Statewide Nursing Curriculum (HSNC) map on page 36. The new HSNC curriculum provides three exit options, Practical Nurse (PN), Associate in Science Registered Nurse (RN), and the Bachelor of Science Registered Nurse (BSN). Students admitted to the HSNC who successfully complete required courses will be admitted to the fourth year UH Mānoa Bachelor of Science courses.

Health care students are required to complete University prescribed academic requirements that involve clinical practice in a University affiliated health care facility setting with no substitution allowable. *Failure of students to complete the prescribed clinical practice shall be deemed as not satisfying academic program requirements.* It is the responsibility of students to satisfactorily complete affiliated health care facility background checks and drug testing requirements in accordance with procedures and timelines as prescribed by the affiliated health care facility. Per the UH Board of Regents policy, priority for admission is given to fully qualified State of Hawai'i residents as determined by the registrar for tuition purposes. ***For most current information about Nursing program admission and curriculum, visit the UH Maui College website at http://maui.hawaii.edu/nursing***

- **Practical Nurse - Certificate of Achievement (CA):** PN graduates with the CA are prepared to work under the supervision of a registered nurse or a physician in hospitals, extended care facilities, private nursing agencies, home health agencies, clinics, and physician offices.
- **Registered Nurse - Associate in Science Degree (AS):** RN graduates with the AS degree are prepared for beginning level positions in hospitals, extended care facilities, clinics, physician offices, private nursing agencies, and home health agencies.
- **Registered Nurse - Bachelor of Science Degree (BS):** RN graduates with a BS degree are prepared as generalist professional nurses to deliver care in a variety of health care settings.

Nursing Career Ladder Admission Process

For admission to the UH Maui College Nursing program, complete all steps outlined below by January 31 for Fall admission. Spring admission is pending available funds. *Admission to UH Maui College does not guarantee admission to the Nursing program.* Applicants who are accepted are notified of current health requirements for the program at the time of acceptance. Applicants not selected are assisted in correcting deficiencies.

- Apply to UH Maui College on a Common Application Form (download at **www.hawaii.edu/admissions/sysapp10.pdf**). Send a completed application to UH Maui College Student Services with negative tuberculosis clearance taken within one year of the first day of instruction and proof of Measles, Mumps, Rubella (MMR) immunization. Send one copy of official transcripts from previous colleges to "Registrar, UH Maui College." Call 984-3306 as soon as possible for an appointment with an academic counselor for a transcript evaluation for "advanced standing credits."
- Call 984-3250 as soon as possible to schedule a required pre-nursing group counseling session for early assistance with academic and career planning. Math and English COMPASS scores are required for group counseling. Failure to properly sequence courses could delay admission.
- Complete the following required prerequisites:
  a) Within two years of application to the Nursing program, one of the two following conditions must be met: 1) COMPASS math placement at Algebra 46 or higher, or 2) completion of MATH 82 or higher either with grade C or better.
  b) Within two years of application to the Nursing program, regardless of English courses taken, complete the COMPASS English placement test and score at least 79 for reading and 74 for writing.
  c) ENG 100(3), MICR 130(3) and 140(2), and ZOOL 141(4) and 142(4).

Selection for the Nursing program is competitive. Criteria include: Grades in prerequisite courses listed above and other non-nursing courses required for graduation: PSY 100, PSY 240, Communication elective, and Humanities elective; experience in health care (nurse aide preferred); and National League for Nursing Preadmission Test score.

Contact the First Level program coordinator, Julie Potter-Dunlop, at 808 984-3455, or by email at jpotterd@hawaii.edu for information.

Traditional Nursing Curriculum ends with Fall 2011 semester

Second Level (Spring)	Credits
NURS 255 Child Health Nursing II	1
NURS 255L Child Health Nursing II Lab	1
NURS 257 Adult Health Nursing IV	2
NURS 257L Adult Health Nursing Lab IV	4
NURS 258 Issues & Trends in Nursing	1
RN graduates take NCLEX-RN® for licensure	9

University of Hawai'i Statewide Nursing Program — for nursing applicants who began Fall 2009

Hawai'i Statewide Nursing Curriculum (HSNC) Liberal Arts Course Checklist Graduation Requirement Form can be downloaded from: http://maui.hawaii.edu/nursing

Most students follow this suggested course sequence:

(For Choice of General Education requirements, visit the UH Maui College website at http://maui.hawaii.edu/nursing)

General Education Requirements (Fall)	Credits
*ZOOL 141 Human Anatomy & Physiology	4
*PSY 100 Survey of Psychology	3
**MATH 100 Survey of Mathematics	3
*ENG 100 Composition I	3
**Physical Science *(Choice)*	3
	16

General Education Requirements (Spring)	Credits
*ZOOL 142 Human Anatomy & Physiology	4
*PSY 240 Developmental Psychology	3
**Global & Multicultural Perspectives *(Choice)*	3
*MICRO 130 General Microbiology	3-5
**MICRO 140 General Microbiology Lab	
*Arts, Humanities, Literature *(Choice)*	3
	16-18

First Level (Fall)	Credits
*NURS 210 Health Promotion across the Life Span	9
*NURS 211 Professionalism in Nursing I	1
*NURS 212 Pathophysiology	3
	13

First Level (Spring)	Credits
*NURS 220 Health and Illness I	10
**Global & Multicultural Perspectives *(Choice)*	3
*PHRM 203 General Pharmacology	3
	16

First Level (Summer)	Credits
*NURS 230 Clinical Immersion I	4

Total UH Maui College Certificate of Achievement **44**

PN graduates take NCLEX-PN for licensure

Second Level (Fall)	Credits
*NURS 320 Health and Illness II: Family Health	10
**MATH 115 Statistics	3
**Arts, Humanities, Literature *(Choice)*	3
	16

Second Level (Spring)	Credits
*NURS 360 Health and Illness III	9
*NURS 362 Professionalism in Nursing II	1
**NURS 363 Nursing Research	3
**Elective	3
	16

Total UH Maui College Associate in Science **73**

RN graduates take NCLEX-RN for licensure

Third Level (Fall)	Credits
**NURS 450 Community, Public, & Global Health	10
**Hawaiian, Asian, & Pacific Issues *(NURS TBA)*	3
**NURS 453 Genetics	3
	16

Third Level (Spring)	Credits
**NURS 460 Clinical Immersion & Leadership Development	10
**NURS 461 Advanced Patho/Neurobiology	3
**Nursing elective	2
	15

Total UH Mānoa Bachelor of Science **124-126**

* *Note: Required for AS and BS.*
** *Note: Required for BS.*

The Nursing Career Ladder Program is accredited by the National League for Nursing Accrediting Commission, Inc. (61 Broadway, 33rd Floor, New York, NY 10006 • 800-669-1656 • www.nlnac.org) and the Hawai'i State Board of Nursing.

The purpose of the Auto Body Repair & Painting program is to train individuals for entry-level employment in the auto body repair and painting trade.

Instruction covers principles on the repair of auto body sheet metal and the application of body fillers and color coatings. There are extensive demonstrations in the proper use and maintenance of special tools and equipment, including special welding techniques. Basic mechanic hand tools, supplies, books, and working clothes are required for enrollment.

Contact the program coordinator, Dennis Tanga, at 984-3214, or by emailing dtanga@hawaii.edu for more information.

Requirements for Certificates of Completion (CC):

Corrosion: 10 credits

Auto Body Repair & Painting 20EFGHI(10)

Auto Body Refinishing: 10 credits

Auto Body Repair & Painting 22EFGHI(10)

Requirements for Certificate of Achievement (CA): 46 credits

Auto Body Repair & Painting 20(10), 22(10), 40(10), 41(10)

Mathematics 50C(3)
Communication: English 19 or higher(3)

Requirements for Associate in Applied Science (AAS) Degree: 61 credits

All CA courses(46) plus:
English 22, 55, 100, 106, or
Communication 145(3) - *English/Communication requirement*
Physics 50(3) - *Natural Science requirement*

Humanities elective(3)
Social Science elective(3)
Elective(3)

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
*ABRP 20E Basic Auto Body	2
*ABRP 20F Basic Metal Work	2
*ABRP 20G Auto Sheet Metal	2
*ABRP 20H Body & Fender	2
*ABRP 20I Auto Body Repair Practicum	2
*ENG 19 or higher	3
*MATH 50 C: Technical Mathematics	3
	16

Second Semester (Spring)	Credits
*ABRP 22E Basic Auto Refinishing	2
*ABRP 22F Refinishing Equipment & Techniques	2
*ABRP 22G Complete Refinishing Techniques	2
*ABRP 22H Touch-Up Refinishing Techniques	2
*ABRP 22I Refinishing Practicum	2
PHYS 50 Technical Physics	3
	13

Third Semester (Fall)	Credits
*ABRP 40E Automotive Trim & Glass	2
*ABRP 40F Dimensioning Collision Damage	2
*ABRP 40G Frame Alignment & Repair	2
*ABRP 40H Structural Sectioning	2
*ABRP 40I Major Repairs Practicum	2
ENG 22, 55, 100, 106, or COM 145	3
Social Science elective	3
	16

Fourth Semester (Spring)	Credits
*ABRP 41E Minor Collision Repair	2
*ABRP 41F Mechanical Systems	2
*ABRP 41G Plastic Panel Repair	2
*ABRP 41H Management & Estimating	2
*ABRP 41I Minor Repairs Practicum	2
Humanities elective	3
Elective	3
	16

** Note: Courses required for the Certificate of Achievement.*

The purpose of the Automotive Technology program is to train students for employment in automotive service and repair. The laboratory phase of courses uses modern tools and equipment while performing actual "live" service and repairs on automobiles. The classroom phase includes discussion of principles on the operation of automotive systems and components, demonstration of repair techniques, textbook assignments, and quizzes. Basic mechanic hand tools, supplies, books, and working clothes are required for enrollment. A tool list is available from the instructor.

The Automotive Technology program prerequisite requires placement at English 22 or higher, or consent of instructor, for all Automotive Technology courses except AMT 16, AMT 20, and AMT 80. Students must maintain a valid driver's license throughout the duration of the Automotive course of study.

Call the program coordinator, Thomas Hussey, at 984-3236, or by emailing thussey@hawaii.edu for more information.

Requirements for Certificates of Competence (CO):

Brakes: 4 credits	Automotive Technology 53(4)
Heating & Air Conditioning: 3 credits	Automotive Technology 43(3)
Suspension & Steering: 3 credits	Automotive Technology 55(3)

Requirements for Certificate of Achievement (CA): 51-54 credits

Automotive Technology 20(3),** 30(6), 40B(4), 40C(4), 40G(4), 41C(4), 43(3), 46(4), 50(4), 53(4), 55(3)
Welding 19BC(2)
Physics 50(3) - *Natural Science elective*
English 22, 55, 100, or 106(3)
Mathematics 50C(3)***

Requirements for Associate in Applied Science (AAS) Degree: 68-71 credits

All CA courses(51-54) plus:
Automotive Technology 60(8)
Communication 145 or English 100, 106, 209 or 210(3)
Humanities elective(3)
Social Science elective(3)

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
*AMT 20 Introduction to Automotive Mechanics**	0-2
*AMT 43 Heating & Air Conditioning	3
*AMT 46 Power Train	4
*AMT 50 Automatic Transmission	4
*AMT 55 Suspension & Steering	3
*ENG 22, 55, 100, or 106	3
	17-19

Second Semester (Spring)	Credits
*AMT 30 Engines	6
*AMT 53 Brakes	4
*PHYS 50 Technical Physics	3
*MATH 50C***	3
	16

Third Semester (Fall)	Credits
*AMT 40B Fuel & Emission Systems	4
*AMT 40C Electrical/Electronics I	4
*AMT 41C Electrical/Electronics II	4
COM 145, or ENG 100, 106, 209, or 210	3
	15

Fourth Semester (Spring)	Credits
*AMT 40G Ignition Systems	4
AMT 60 Diagnostic & Repair	8
*WELD 19BC Welding for Trades & Auto	2
Humanities elective	3
Social Science elective	3
	20

* *Note: Courses required for Certificate of Achievement.*
** *Note: All AMT students are required to take AMT 20 in their first semester at UH Maui College unless they have earned the 2+2 credit or have been waived by the program coordinator.*
*** *Note: Students demonstrating competence in MATH 50C may take MATH 100 or higher.*

The Business Careers program offers various levels of educational opportunity.

- Certificates of Competence designed for students and the community who wish to acquire or upgrade their skills and knowledge.
- One-year Certificate of Achievement in Business Careers that provides essential skills and knowledge in business, communication, writing, and mathematics.
- Two-year Associate in Applied Science in Business Careers with four options: Option I is general; Option II is articulated with the UH West Oahu Bachelor of Arts in Business Administration available in Maui County; and Option III provides the first two years for the Bachelor of Applied Science in Applied Business and Information Technology at UH Maui College; Option IV is Sustainable Science Management.
- Transferable courses for four-year business programs at UH Mānoa, UH Hilo, and other institutions available in conjunction with the Associate in Arts degree program.

Students entering Business Careers need to complete the College admission requirements and take the placement tests for English and mathematics. Many courses require a specific placement score. For students who do not meet the prerequisites, the following courses are suggested as preparation: ENG 19 or other appropriate English course(s), appropriate mathematics course(s); IS 105, LSK 30 or 110; and/or computer preparation course(s). Students interested a baccalaureate program should take the appropriate mathematics sequence early in order to complete required course(s).

Students planning to transfer should see a counselor or the program coordinator about specific requirements for entrance to baccalaureate programs. *Not all Business Careers courses will transfer and fill baccalaureate requirements.* Baccalaureate programs additionally have specific GPA entrance requirements that may be higher than 2.0. Students should elect letter grades (A, B, C, etc.) for UH Maui College courses.

Certificate of Achievement requirements are 32 or more credits with a 2.0 or higher and no more than 15 credits taken for CR/NC grades. Grade C or better is required in the following: ENG 55 or higher, COM 145 or BUS/COM 130, and 3 credits of Accounting. Associate in Applied Science requirements are 62-66 credits with a 2.0 or higher with no more than 30 credits taken for CR/NC grades including the CA requirements above and 3 additional credits of English with grade C or better.

Contact the program coordinator, Rick Miller, at 984-3211 or by email at rickm@hawaii.edu for more information.

Requirements for Certificates of Competence (CO):

Entrepreneurship I (3 credits):	BUS 125(3)
Entrepreneurship II (9 credits):	MGT 124(3), ACC 124 or 201(3), BLAW 200(3) *(Prereq: CO Entrepreneurship I)*
Marketing (3 credits):	MKT 120(3)
e-Marketing (9 credits):	BUSN 150(3), 261(3), 262(3) *(Prereq: CO Marketing)*
Supervision I (3 credits):	MGT 118(3)
Supervision II (9 credits):	MGT 118(3), 122(3); BUS/COM 130 (3)
Leadership Training (9 credits):	IS 101(3), 105C(1), 105D(1); BUS/COM 130 or COM 145(3); CASE 193v or HSER 193v or ED 191v(1)

Requirements for Certificate of Achievement (CA): 32 credits

Business 120(3)
Accounting 124(3) and 125(3), or
Accounting 201(3) and Business elective(3)
Marketing 120 or approved alternative(3)*
Business elective(3)*
Business Technology 189(3)* - *or other appropriate mathematics course*
Business Technology 150 or Information & Computing Science 101(3)
Management 122 or Psychology 100 or Sociology 100(3)*
Interdisciplinary Studies 106(2)
Business/Communication 130(3)
English 55 or 100(3)**

Requirements for Associate in Applied Science (AAS) Degree : 62-66 credits

All CA courses(32) plus:

Business Law 200 or approved alternative(3)*
English 100 or 209(3)**
Humanities elective(3)
Natural Science elective(3) or (7) - *depending on option selected**
Social Science elective(3)*
Program electives(15)*

* *Note: Consult a counselor, the program coordinator, or appropriate faculty member. Also, see list on next page.*

** *Note: Preferred combinations are: 1) ENG 55 & 100 or 2) ENG 100 & 209. Students planning to transfer must complete ENG 100 & 209.*

The AAS Business Careers program offers three options based on educational goals:

Option I: For students seeking a general two-year business program (AAS). *See page 40.*

Option II: For students planning to transfer to the BA in Business Administration at UH West Oahu (AAS > BABA). *See page 41.*

Option III: For students planning to enter the BAS in Applied Business and Information Technology at UH Maui College (AAS > BAS ABIT). *See page 41.*

Option IV: For students planning to enter the BAS in Sustainable Science Management at UH Maui College (AAS>SSM) (*See page 42*)

(continued on the next page)

Option I - AAS: 62-63 credits

Full-time students planning a two-year general business AAS in Business Careers would take courses in this sequence.
(This course sequence map for Option I can be used as a guideline for Option II).

First Semester (Fall)	Credits
ACC 124 Principles of Accounting I***	3
OR	
ACC 201 Financial Accounting	3
BUSN 150 Introduction to Business Computing, or ICS 101 Computing Literacy & Applications	3
BUS 120 Introduction to Business	3
IS 106 College Orientation I	2
ENG 55 or ENG 100**	3
BUS/COM 130 Business Communication-Oral	3
	17

Second Semester (Spring)	Credits
and ACC 125 Principles of Accounting II***	3
and Business elective - *See list below.*	3
BUSN 189 Business Mathematics - *or approved alternative**	3
MGT 122 Organizational Behavior, or PSY 100 Survey of Psychology, or SOC 100 Survey of General Sociology*	3
MKT 120 Introduction to Marketing - *or approved alternative**	3
Business elective* - *See list below.*	3
	15

Third Semester (Fall)	Credits
BLAW 200 Legal Environment of Business, or approved alternative*	3
ENG 100 Composition I, or ENG 209 Managerial Writing**	3
Natural Science elective*	3-4
Program electives* - *See list below.*	6
	15-16

Fourth Semester (Spring)	Credits
Humanities elective*	3
Social Science elective*	3
Program electives* - *See list below.*	9
	15

** Note: Consult a counselor, the program coordinator, or appropriate faculty member.*
*** Note: Preferred combinations are: 1) ENG 55 & 100 or 2) ENG 100 & 209. Students planning to transfer must complete ENG 100 & 209.*
**** Note: Students who take ACC 124 and 125 and transfer to UH West Oahu or enter the ABIT program will need to take ACC 202; however, only 6 credits of Accounting will be accepted for transfer.*

Option I - Business Elective

Choose one 3-credit course from the following list:*
ACC 202 Managerial Accounting(3)*
BUS 125 Starting a Small Business(3)
BUSN 261 Web Construction Fund & Marketing(3)
BUSN 262 e-Commerce Web Construction & Marketing(3)
MGT 118 Introduction to Supervision(3)
ECON 130 Principles of Economics: Microeconomics(3)
ECON 131 Principles of Economics: Macroeconomics(3)
Other course approved by program coordinator or appropriate faculty member(3)

Option I - Program Electives

Choose 5 courses totaling 15 credits from the Business Elective list above and/or from the following list:
ACC 132 Payroll & Hawai'i General Excise Taxes(3)
ACC 137 Business Income Taxation(3)
ACC 150 Using Computers in Accounting(3)
ACC 255 Using Spreadsheets in Accounting(3)
ACC 190v Topic in Accounting(1-3)
BUS 90v Specialized Topic in Business(1-6)
BUS 193v Cooperative Education(1-6)
BUS 290v Advanced Topic in Business(1-6)
BUS 295 Case Studies in Business(3)
BUSN 151 Intermediate Business Computing(3)
BUSN 110 Office Computer Troubleshoot & Maint(3)
COM 145 Interpersonal Communication I(3)
COM 210 Intercultural Communication I(3)
ECON 120 Introduction to Economics (3)
ICS 102 Internet Resources(3)
MGT 124 Human Resources Management(3)
MKT 160 Advertising & Promotion(3)
PSY 100 Survey of Psychology(3)
PSY 170 Psychology of Adjustment(3)
PSY 250 Social Psychology(3)
SP 151 Personal & Public Speech(3)
SP 251 Principles of Effective Public Speaking(3)
Other course(s) approved by program coordinator or appropriate faculty member(3)

**Note: If ACC 201 is taken, Business electives are 6 credits. Students planning to transfer to a baccalaureate program need ACC 202.*

(continued on the next page)

Option II - AAS > BABA: 62-66 credits *(Use the sequence for Option I on preceding page as a guide).*

A maximum of 66 lower division credits numbered 100 or above may be transferred to the UH West Oahu BABA. Substitutions must have prior approval. To plan courses, see a counselor, the program coordinator, or the University of Hawai'i Center, Maui counselor.

Required Courses

ACC 201 Financial Accounting(3)
ACC 202 Managerial Accounting(3)
BUSN 150 Introduction to Business Computing, or
ICS 101 Computing Literacy and Applications(3)
BLAW 200 Legal Environment of Business(3)
BUS 120 Principles of Business(3)
BUS/COM 130 Business Communication - Oral(3)
COM 145 Interpersonal Communication I, or
COM 210 Intercultural Communication I, or
SP 151 Personal and Public Speech(3)
ECON 130 Principles of Economics: Microeconomics(3) - *Social Science elective*
ECON 131 Principles of Economics: Macroeconomics(3)
ENG 100 Composition I(3)
ENG 209 Managerial Writing(3)
ENG 210 Research Writing(3) - *waives UH West Oahu course HUM 310 with grade C or better*
IS 106 College Orientation I(2)
MATH 115 Statistics(3)
MGT 122 Organizational Behavior(3)
MKT 120 Principles of Marketing(3)
PSY 100 Survey of Psychology, or
SOC 100 Survey of General Sociology, or
POLS 110 Introduction to Political Science, or
ANTH(3) - *100-level or above*
Business elective: BUS 125 Small Business Management, or
MGT 118 Introduction to Supervision, or
MKT 160 Advertising and Promotion, or
BUSN 261 Web Construction Fund & Marketing, or
BUSN 262 e-Commerce Web Construction & Marketing(3)
Humanities elective: PHIL 100 Survey of Problems, or
PHIL 101 Morals and Society, or
a History course(3) - *not a COM, ENG or SP course*
Natural Science elective(3-4) - *100-level or above*
Mathematics/Natural Science elective:
Math or Natural Science (3-4) - *100-level or above*

Option III - AAS > BAS ABIT: 64 credits

For efficient continuation into Applied Business and Information Technology (ABIT), Business Careers students should take the following courses. Students are required to earn letter grades (A,B,C, etc.) in all ABIT requirements. For information about ABIT, see a counselor, program coordinator, or faculty member.

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
BUS 120 Introduction to Business	3
BUSN 150 Introduction to Business Computing, or ICS 101 Digital Tools for the Information Age	3
IS 106 College Orientation I	2
BUS/COM 130 Business Communication-Oral, or COM 145 Interpersonal Communication I, or COM 210 Intercultural Communication I	3
ENG 100 Composition I	3
BLAW 200 Legal Environment of Business	3
	17

Second Semester (Spring)	Credits
ECON 131 Principles of Economics: Macroeconomics or	3
PSY 100 Survey of Psychology or SOC 100 Survey of General Sociology	3
HWST 107 Hawai'i: Center of the Pacific, or HWST 231 Hawaiian Culture, or HIST 284 History of Hawai'i	3
MATH 135 Pre-Calculus: Elementary Functions	3
Elective - Business or Technology*	3
	15

Third Semester (Fall)	Credits
ACC 201 Financial Accounting or ACC 124 Principles of Accounting I and ACC 125 Principles of Accounting II	3
ECON 130 Principles of Economics: Microeconomics	3
ICS 110 Intro to Computer Programming	3
ENG 209 Business and Managerial Writing or ENG 210 Research Writing	3
Natural Science elective with lab	4
	16

Fourth Semester (Spring)	Credits
ACC 202 Managerial Accounting	3
ICS 111 Intro to Computer Science	4
ICS 200 Web Technology	3
MATH 115 Statistics	3
SP 151 Personal and Public Speech or SP 251 - Principles of Effective Public Speaking	3
	16

1. *Students who complete at least 60 credits and all the courses listed in this option can apply at any time for an AAS in Business Careers whether or not they plan to enter the ABIT program.*
2. *Students who have at least 60 credits and are not planning on completing the BAS in ABIT may apply for an AAS in Business Careers (See Option I). The following substitutions are allowed: BUSN 189 or any approved math course may replace MATH 135; MATH 115 may be replaced with an approved elective; and the 4 credit Natural Science elective is not required.*
3. *Students continuing with ABIT need 54 allowable credits and a 2.5 GPA to advance to this program.*

* *Students are requested to ask their counselor of the program coordinator for an acceptable list of courses to satisfy this requirement.*

(continued on the next page)

Option IV - AAS > BAS SSM: 66 credits

Students planning on obtaining the BAS in Sustainable Science Management should take the following courses for the first two years. Sustainable Science Management majors are required to earn letter grades (e.g., A, B, C, etc.) in all courses required for the Sustainable Science Management program.

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
BUS 120 Introduction to Business	3
BUSN 150 Introduction to Business Computing, or	
ICS 101 Digital Tools for the Information Age	3
IS 106 College Orientation I	2
BUS/COM 130 Business Communication – Oral, or	
COM 145 Interpersonal Communication I, or	
COM 210 Intercultural Communication I, or	
SP 151 Personal & Public Speech, or	
SP 251 Principles of Effective Public Speaking	3
ENG 100 Composition I	3
SSM 101 Intro to Sustainability	3
	17

Second Semester (Spring)	Credits
ECON 131 Principles of Economics: Macroeconomics	3
PSY 100 Survey of Psychology, or	
SOC 100 Survey of General Sociology	3
HWST 107 Hawai'i: Center of the Pacific, or	
HIST 284 History of Hawai'i	3
MATH 115 Statistics	3
ENRG 101 Introduction to Sustainable Technology	3
ENRG 103 Energy Production Systems	3
	18

Third Semester (Fall)	Credits
ACC 201 Financial Accounting*	3
ECON 130 Principles of Economics: Microeconomics	3
BLAW 200 Legal Environment of Business	3
CHEM 151 Elementary Survey of Chemistry	4
SSM 201 Sustainable Building Design, Construction	
and Operations	3
	16

Fourth Semester (Spring)	Credits
ACC 202 Managerial Accounting	3
BIOL 124 Environment & Ecology	3
BIOL 124L Environment & Ecology Laboratory	1
ENG 209 Business and Managerial Writing	3
MATH 135 Pre-Calculus: Elementary Functions	3
SSM 202 Sustainable Island Communities	3
	16

* ACC 124 and 125 are acceptable in place of ACC 201.

Students continuing on with the BAS in Sustainable Science Management will take courses during their junior and senior years (see page 28). Sustainable Science Management majors are required to earn letter grades (e.g., A, B, C, etc.) in all courses required for the Sustainable Science Management program.

The Business Technology career ladder is competency based and focuses on the skills, knowledge, and attitudes needed to prepare for office positions in government or industry. The curriculum includes specialties, as well as general offerings, to broaden students' background and to enhance employment and promotion possibilities. The Business Technology umbrella offers credentials at four levels.

- Certificate of Competence (CO) in Basic Office Skills reviews skills prerequisite to the balance of the career ladder program. Competency attainment may be demonstrated through pre-testing prior to registration, high school articulation or transcript evaluation, or waived with consent of the program coordinator.
- Certificate of Completion (CC) in Business Technology prepares students for entry-level positions such as Receptionist, General Office Clerk, File Clerk, or Clerk Typist. The Medical Assistant I Certificate of Completion prepares students for Medical Assistant positions that do not require a degree.
- Certificate of Achievement (CA) prepares students for the more complex roles of Administrative Assistant, Computer Operator, Medical Secretary, or Medical Office Specialist.
- Associate in Applied Science (AAS) degree advances skills and provides focus in three specialty areas. The Information Processing specialty prepares students for responsible positions using integrated word processing, database, and spreadsheet applications, as well as preparing for nationally recognized office specialist certification exams. The Legal Office specialty prepares for work in a legal office as an entry-level Legal Secretary. The Medical Assistant II specialty prepares students to work in either an in-patient or out-patient environment in positions that require an AAS degree. These include Medical Assistant, Doctor's Assistant, Medical Office Assistant, Clinical Assistant and Health Unit Coordinator.

Majors are encouraged to meet with the program coordinator early in their studies for academic advising. Grade C or better in each required course (excludingelectives) must be attained to qualify for all certificates and degrees. Required courses completed through credit by examination with a CR grade may also be used toward Business Technology certificates and degrees.

Contact the program coordinator, Chuck Carletta at 984-3305, or by email at carletta@hawaii.edu for more information.

Requirements for Certificate of Competence (CO):

Basic Office Skills – Pre-Business Technology: 5-8 credits

(Summer bridge or Fall courses, articulation, or testing)

Business Technology 89(1), 70(1), 121(3)
ENG 22 or 55(3) or placement at ENG 100
Mathematics 18 or placement at Mathematics 82

Note: The CO is awarded to students who complete at least four of the required credits through enrollment in UH Maui College courses. Up to five BUSN credits may be satisfied through pre-testing prior to registration, high school articulation or transcript evaluation, or by obtaining program coordinator consent.

Requirements for Certificate of Completion (CC):

Business Technology: 16 credits

Business Technology 161 or Business 120(3)
Business Technology 150 or Information & Computer Science 101(3)
Business Technology 166(1), 170(3), 189(3)
English 100(3)

Medical Assistant I: 23 credits

Business Technology 161 or Business 120(3)
Business Technology 150 or Information & Computer Science 101(3)
Business Technology 193v(1)
Biology 100(3)
English 22 or 55 or 100(3)
Nursing 100(6), 50(4)

Requirements for Certificate of Achievement (CA): 31 credits

All Business Technology CC requirements (16), plus:
Business Technology 123(3), 151(3), 157(3)
Business/Communication 130 or Communication 145(3)
English 209(3)

(continued on the next page)

Requirements for Associate in Applied Science (AAS) Degrees:

Information Processing Specialty: 60-61 credits

All CA courses (31), plus:

Business Technology 110 or 261(3), 193v(2-3),* 232(3), 292(3)
Accounting 124 or 201(3)
Natural Science elective(3)
Social Science elective(3)
General Education elective(3)
Any two program electives(6) from the following list:**
Accounting 125(3), 201(3); Business Technology 110(3), 237(3), 261(3), Information & Computer Science 205(3), 214(3)

Legal Office Specialty: 60-61 credits

All CA courses(31), plus:

Business Technology 110 or 261(3), 193v(2-3),* 286(3), 292(3)
Accounting 124 or 201(3)
Natural Science elective(3)
Social Science elective(3)
Business Law 200(3)
Business elective (3)
General Education elective(3)

Medical Assistant II: 64-69 credits***

All Medical Assistant I CC(23) courses, plus:

Business Technology 123(3), 151(3), 157(3), 166(1), 170(3), 185(3), 189(3), 193v(1-3),**** 292(3)
Accounting 124 or 201(3)
Pharmacology 106(3)
English 100(3),***** 209(3)
Business/Communications 130 or Communication 145(3)
Social Science elective (3)
General Education elective(3)

*Note: *From 2-3 credits of BUSN 193v are required depending on the student's prior work experience. Consult a counselor, the program coordinator, or appropriate faculty member to determine your requirement.*

** Note: *Or other courses approved by the program coordinator.*

*** Note: *Students who complete the Medical Assistant II AAS degree will also be qualified to receive the Business Technology CC and CA certificates and may apply for these certificates.*

**** Note: *Students are required to earn one credit of BUSN 193v for the Med Asst I CC and an additional one credit for the Med Asst II AAS degree. An optional two credits may be taken to satisfy a practicum requirement for students planning to work at Kaiser Permanente.*

***** Note: *If ENG 100 was used to satisfy the Med Asst I CC requirement, credits required for the Med Asst II AAS are reduced by three.*

Full-time students in Information Processing or Legal Office Specialty would take courses in this sequences:

(CC) - Business Technology

First Semester (Fall)	Credits
BUSN 161 Customer Service, or BUS 120 Principles of Business	3
BUSN 150 Introduction to Business Computing, or ICS 101 Digital tools for the Information World	3
BUSN 166 Professional Employment Preparation	1
BUSN 170 Records & Information Management	3
BUSN 189 Business Mathematics	3
ENG 100 Composition I	3
	16

(CA) - Business Technology

Second Semester (Spring)	Credits
BUSN 123 Word Processing for Business	3
BUSN 151 Intermediate Business Computing	3
BUSN 157 Desktop Publishing For Business	3
BUS/COM 130 Business Communication-Oral, or Communication 145 Interpersonal Communication I	3
ENG 209 Business & Managerial Writing	3
	15

(AAS) - Information Processing Specialty or Legal Office Specialty

Third Semester (Fall)	Credits
ACC 124 Principles of Accounting, or ACC 201 Introduction to Financial Accounting	3
BUSN 110 Office Computer Troubleshoot-Maint, or BUSN 261 Web Page Construction Fund & Marketing	3
BUSN 193v Business Technology Coop Education	2-3
Social Science elective	3
Info Processing Specialty: BUSN 232 Busn Cmputer Spreadsheet	
OR	
Legal Office Specialty: BLAW 200 Legal Environment of Busn	3
	14-15

Fourth Semester (Spring)	Credits
BUSN 292 Integrated Office Procedures	3
Natural Science elective	3
General Education elective	3
Information Processing Specialty: Program electives (6)* ACC 125, 201; BUSN 110, 237, 261; ICS 205, 214	
OR	
Legal Office Specialty: BUSN 286 Legal Terminology(3) and Business Elective(3)	6
	15

*Note: *Choose two courses totaling six credits approved by program coordinator.*

Full-time CC students completing only Medical Assistant I would take courses in this sequence:

(CC) – Medical Assistant I

First Semester (Fall)	Credits	Second Semester (Spring)	Credits
NURS 100 Nurse Aide Training	6	BUSN 161 Customer Service, or	
NURS 50 Health Unit Coordinator	4	BUS 120 Principles of Business	3
ENG 22 Introduction to Composition, or		BUSN 150 Introduction to Business Computing, or	
ENG 55 Business Communications – Written, or		ICS 101 Digital Tools for the Information World	3
ENG 100 Composition 1	3	BIOL 100 Human Biology	3
	13		
		Summer Session (6 weeks)	
		BUSN 193v Business Technology Coop Education	1
			10

Full-time AAS students completing both Medical Assistant I and Medical Assistant II would take courses in this sequence:

(CC) – Medical Assistant I plus some courses required for Business Technology CC, CA

First Semester (Fall)	Credits	Second Semester (Spring)	Credits
NURS 100 Nurse Aide Training	6	BUSN 161 Customer Service, or	
NURS 50 Health Unit Coordinator	4	BUS 120 Principles of Business	3
BUSN 123 Word Processing for Business	3	BUSN 150 Introduction to Business Computing, or	
ENG 100 Composition 1	3	ICS 101 Digital Tools for the Information World	3
	16	BUSN 166 Professional Employment Preparation	1
		BUSN 170 Records & Information Management	3
		BUSN 189 Business Mathematics	3
		BIOL 100 Human Biology	3
		Summer Session (6 weeks)	
		BUSN 193v Business Technology Coop Education	1
			17

(AAS) Medical Assistant II includes Business Technology CC, CA*

Third Semester (Fall)	Credits	Fourth Semester (Spring)	Credits
ACC 124 Principles of Accounting I, or		BUSN 185 Processing Physician Orders	3
ACC 201 Introduction to Financial Accounting	3	BUSN 193v Business Technology Coop Education (required only	
BUSN 151 Intermediate Business Computing	3	for students planning to work at Kaiser Permanente)	0-2
BUSN 157 Desktop Publishing for Business	3	BUSN 292 Integrated Office Procedures	3
BUSN 193v Business Technology Coop Education	1	General Education elective	3
BUS/COM 130 Business Communication-Oral, or		Social Science elective	3
Communication 145 Interpersonal Communication I	3	PHARM 106 Introduction to Pharmacy Technology	3
ENG 209 Business & Managerial Writing	3		15-17
	16		

* *Note: Students who complete the Medical Assistant II AAS degree will also be qualified to receive the Business Technology CC and CA certificates and may apply for these certificates.*

The Culinary Arts career ladder program is based on three levels of competencies offered in three specialty areas: Culinary Arts, Baking, and Restaurant Supervision. The competency-based instruction focuses on the skills, knowledge, and attitudes needed for success in the hospitality industry. The Restaurant Supervision emphasis will be articulated with various four-year baccalaureate schools. It is designed to give the learner maximum transferable credits to allow for a smooth transition without "losing" large chunks of credits when moving on to the baccalaureate level.

Lab requirements include basic hand tools, knives, safety shoes, books, appropriate uniform, proof of current negative TB test, and compliance with Culinary personal hygiene code requirements. Both the Culinary Arts and the Baking Associate in Applied Science specialty degrees are fully accredited by the American Culinary Federation Accrediting Commission.

Minimum placement test levels of English 22/55 or higher and Mathematics 50 or higher are recommended for all new incoming Culinary Arts students. It is strongly recommended that prospective students meet with Culinary Arts faculty or counselors before entry into listed Culinary Arts courses.

Contact the program coordinator, Chris Speere, at 984-3690, or by email at speere@hawaii.edu for more information including the appropriate purchase of program approved standard uniforms, shoes and knife sets.

Requirements for Certificates of Competence (CO):

Culinary Arts

Pantry Cook: 2 credits	Culinary 140(2)
Preparation Cook: 4 credits	Culinary 120(4)
Sanitation: 2 credits	Culinary 112(2)
Short Order Cook: 2 credits	Culinary 131(2)
Storeroom Clerk: 4 credits	Culinary 271(4)
Waiter/Waitress: 3 credits	Culinary 160(3)

Baking

Baker's Helper: 4 credits	Culinary 150(4)

Requirements for Certificate of Completion (CC) - Pastry Cook: 12 credits

Culinary 150(4), 250(4), 251(4)

Requirements for Certificate of Achievement (CA) - Culinary Arts: 31 credits

Culinary 111(2), 112(2), 120(4), 121(4, 131(2), 140(2), 160(3), 220(5), 294v(1)
Communication: English 22, 55, 100, or 106(3)*
Mathematics 50H, 100, or 135(3)*

Requirements for Associate in Applied Science (AAS) Degrees:

Culinary Arts: 64 credits

All Culinary Arts CA courses(31) plus:
Culinary 114(1), 115(2), 150(4), 240(4), 271(4), 293v(3)
Business/Communication 130, Communication 145, Speech 151, English 100, or Learning Skills 110(3)
Management 118(3)
Food Science & Human Nutrition 185(3) - *Natural Science*
Humanities elective(3)
Social Science elective(3)

Baking: 65 credits

All Culinary Arts CA courses(30) plus:
Culinary 150(4), 250(4), 251(4), 271(4), 293v(3)
Business/Communication 130, Communication 145, Speech 151, English 100, or Learning Skills 110(3)
Management 118(3)
Food Science & Human Nutrition 185(3) - *Natural Science*
Humanities elective(3)
Social Science elective(3)

Restaurant Supervision: 73 credits

All Culinary Arts CA courses(31) plus:
Culinary 115(2), 265(3), 271(4), 293v(3)
Accounting 124, 125(6) or 201, 202(6)
Business/Communication 130, Communication 145, Speech 151, or Learning Skills 110(3)
Business Technology 150(3)
Management 118(3), 122(3), 124(3)
Food Science & Human Nutrition 185(3) - *Natural Science requirement*
Humanities elective(3)
Social Science elective(3)

** Note: ENG 100 and MATH 100 or 135 are required for the AAS in Restaurant Supervision.*

Full-time Culinary Arts or Baking students would take courses in this sequence:

First Semester (Fall)	Credits
*CULN 111 Introduction to the Culinary Industry	2
*CULN 112 Sanitation and Safety	2
*CULN 120 Fundamentals of Cookery	4
*CULN 121 Culinary Skill Building	4
*CULN 131 Short Order Cookery	2
*CULN 140 Cold Food Pantry	2
	16

Second Semester (Spring)	Credits
*CULN 160 Introduction to Dining Room Service	3
*CULN 220 Advanced Cookery	5
*CULN 294v Work Practicum & Seminar in Culinary Arts	1
*ENG 22, 55, 100, or 106	3
*MATH 50H, 100, or 135	3
	15

Third Semester (Fall)	Credits
CULN 150 Fundamentals of Baking	4
CULN 271 Purchasing and Controls	4
MGT 118 Introduction to Supervision	3
BUS/COM 130, COM 145, SP 151, ENG 100, or LSK 110	3
Humanities elective	3
	17

Fourth Semester (Spring)	Credits
CULN 293v Culinary Arts Field Experience	3
FSHN 185 Food Science & Human Nutrition	3
Social Science elective	3
Culinary Arts(7): CULN 114 Introduction Beverage Dept(1)	7
CULN 115 Menu Merchandising(2)	
CULN 240 Buffet Preparation(4), **OR**	
Baking(8): CULN 250 Advanced Baking I(4)	8
CULN 251 Advanced Baking II(4)	
	16-17

Full-time Restaurant Supervision students would take courses in this sequence:

First Semester (Fall)	Credits
*CULN 111 Introduction to the Culinary Industry	2
*CULN 112 Sanitation and Safety	2
*CULN 120 Fundamentals of Cookery	4
*CULN 121 Culinary Skill Building	4
*CULN 131 Short Order Cookery	2
*CULN 140 Cold Food Pantry	2
	16

Second Semester (Spring)	Credits
*CULN 160 Introduction to Dining Room Service	3
*CULN 220 Advanced Cookery	5
*CULN 294v Work Practicum & Seminar in Culinary Arts	1
*ENG 100 Composition I	3
*MATH 100 or MATH 135	3
	15

Third Semester (Fall)	Credits
CULN 271 Purchasing & Controls	4
MGT 118 Introduction to Supervision	3
ACC 124 Principles of Accounting, or	
ACC 201 Introduction to Financial Accounting	3
BUSN 150 Introduction to Business Computing	3
BUS/COM 130, COM 145, SP 151, or LSK 110	3
	16

Fourth Semester (Spring)	Credits
CULN 115 Menu Merchandising	2
FSHN 185 Food Science & Human Nutrition	3
CULN 293v Culinary Arts Field Experience	3
ACC 125 Principles of Accounting, or	
ACC 202 Introduction to Business Accounting	3
Social Science elective	3
	14

Fifth Semester (Fall)	Credits
CULN 265 Beverage Operations	3
MGT 122 Organizational Behavior	3
MGT 124 Human Resources Management	3
Humanities elective	3
	12

** Note: Courses required for CA in Culinary Arts Specialty.*

Former alpha/numbers	New alpha/numbers
FSER 20	CULN 111
FSER 21	CULN 112
FSER 23	CULN 115
FSER 34	CULN 271
FSER 41	CULN 160
FSER 42	CULN 114
FSER 44	CULN 265
FSER 46 and 48	CULN 121
FSER 50 and 60	CULN 120
FSER 52	CULN 131
FSER 54	CULN 140
FSER 62	CULN 150
FSER 64	CULN 250
FSER 65	CULN 251
FSER 70	CULN 220
FSER 72	CULN 240
FSER 151v	CULN 292v
FSER 180	CULN 280
FSER 185	CULN 281
FSER 191v	CULN 294v
FSER 293v	CULN 293v

The Electronic & Computer Engineering Technology (ECET) program provides students with the skills and knowledge required for entry level employment in high-technology industry as electronic technicians, telecom technicians, network administrators, Windows/Unix system administrators, or high performance computer technicians. The program works closely with its high-technology industry advisory board to ensure students gain skills required for employment in local companies. The program provides internship and job placement opportunities in a variety of engineering technology positions.

The ECET program offers a career-ladder with three levels of competency: Certificate of Completion for coursework in electronics and computer fundamentals; Certificate of Achievement with math, physics, and computer science basics; and Associate in Science degrees in:

- Electronic Engineering Technology, including electro-optics instrumentation, adaptive optics for astronomical applications, detectors, robotics and computer hardware.
- Computer Engineering Technology, including system and network administration and high performance computing technology.

The ECET AS degree can also provide the lower division pathway to the Bachelor of Applied Science (BAS) in Engineering Technology. Designated Technical electives** meet all lower division requirements for the BAS in Engineering Technology. *See pages 25-26.*

Students entering the program must create an academic plan of study prior to the first semester of classes by contacting the program counselor Kulamanu Ishihara by email at vorhies@hawaii.edu or at 984-3272.

Requirements for Certificate of Completion (CC): 10 credits

Electronics 101(3), 102(4)
Information & Computer Science 101(3)

Requirements for Certificate of Achievement (CA): 24 credits

All CC courses(10) plus:
English 100(3)
Information & Computer Science 110(3)
Physics 105(4) – *Natural Science elective*
Mathematics 107(4)

Requirements for Associate in Science (AS) Degree: 74 credits

All CA courses(24) plus:
Electronics 105(4), 140(4), 201(4), 205(4), 298(4)
Electronics/ICS 193v(1), 293v(1)
Information & Computer Science 111(4)
BUS/COM 130 or COM 145(3) - *Communication elective*
Humanities elective(3) - *100 or above*
Sociology 100 or Psychology 100(3) - *Social Science elective*
Technical electives(15) taken from this list:
Electronic Engineering Tech: ETRO 106(4), 110(4)**, 112(4)**, 130(4), 160(1), 161(3)**, 166(3), 240(4)**, 285(3)
Computer Engineering Tech: ICS 151C(3), 211(3), 251(4), 252(4), 258(3), 275(4), 298(4)

Full-time students would take courses in this sequence:

First Semester (Fall) - **(CC)**	Credits
*ETRO 101 Intro to Electronics Technology	3
*ETRO 102 Instrumentation for Engineering Tech	4
*ICS 101 Digital Tools for the Information World	3
	10

Second Semester (Spring)	Credits
ETRO 105 Electronic Circuit Analysis I	4
ETRO 161 Intro to Optics & Photonics**	3
*MATH 107 Math for Electronics & Computers	4
*ENG 100 Composition I	3
	14

Third Semester (Fall)	Credits
ETRO 140 Computer Networking I	4
ETRO 201 Digital Computer Technology	4
*ICS 110 Intro to Computer Programming	3
*PHYS 105 Principles of Technology	4
	15

Fourth Semester (Spring)	Credits
ETRO 110 Electronic Technology I**	4
ETRO 205 Digital Computer Technology I	4
ICS 111 Intro to Computer Science I	4
	12

Fifth Semester (Fall)	Credits
*ETRO/ICS 193v Internship I	1
ETRO 112 Electronic Technology II**	4
BUS/COM 130 or COM 145 - *Communication elective*	3
SOC 100 or PSY 100 - *Social Science elective*	3
	11

Sixth Semester (Spring)	Credits
ETRO 240 Computer Networking II**	4
ETRO 293v Internship II	1
ETRO 298 Special Project in Electronics Technology	4
Humanities elective - *100 or above*	3
	12

** Note: Courses required for the Certificate of Achievement.*

*** Note: Course is prerequisite to the BAS in Engineering Technology. Students not planning to pursue the BAS should see program advisor about substituting another course from the Technical elective list.*

The Early Childhood Education program is designed to prepare students to work with young children from birth to 5 and their families. The curriculum is organized around a core of courses that provide skills and knowledge needed by early childhood educators. Students earn an Associate in Science (AS) degree in Early Childhood Education that articulates into the UH West Oahu's Bachelor's in Social Science degree, Early Childhood Education concentration.

Contact the program coordinator, Elaine Yamashita, at 984-3208, or by email at yamash@hawaii.edu for a careful selection of courses.

Requirements for Certificate of Competence (CO): *2.0 GPA required in courses taken for CO.*

Preschool Child Development Associate fulfills only the education part of CDA *(See program coordinator for details)*: **9 credits**

Education 105(3), 110(3), 131(3)

Requirements for Certificate of Completion (CC):

Early Childhood Education: 22 credits

Education 105(3), 110(3), 131(3), 190 or 191v(4)**, 291v(3)**
Education/Family Resources 140(3) - *Crosslisted courses*
Education 245/Family Resources 235(3) - *Crosslisted courses*
3.2 GPA required in CC courses & grade C or better in each.

Early Childhood Option: Any 12 credits from this list:

(For those with bachelor's degrees in any field other than ECE or Elem. Ed.)
Education 105(3), 110(3), 115(3), 131(3), 140/FAMR 140(3), 245/FAMR 235(3), 190(4), 191v(1-4), 291v(1-4), 263(3), 264(3), or 275(3) *2.0 GPA required in CC courses & grade C or better in each.*

Requirements for Certificate of Achievement (CA): 31-32 credits

Education 105(3), 131(3), 190 or 191v(4)**
Education or Family Resources courses(6)***
Human Services 110(3)
Psychology 100, or Sociology 100, or Anthropology 200(3)
Humanities or Natural Science elective(3-4)
Philosophy 110* or Mathematics 100, 111, or 115(3)
(MATH 115 strongly recommended)
English 100(3)

Requirements for Associate in Science (AS) Degree: 62-66 credits

Early Childhood Specialization

All CA courses(31-32) plus:
Education 110(3), 115(3), 263(3), 264(3), 275(3), ED/FAMR 140(3), ED 245/FAMR 235(3) *(if not taken for CA)*
Education 291v(4)
Art 101(3)
Communication 145 or Speech 151(3)
English 210(3)
Humanities elective(3-6)
Natural Science elective(3-4) *(if not taken for CA)*

** Note: Students using PHIL 110 to meet this requirement must place at the MATH 100 level in order to graduate.*
*** Note: Students may be required to obtain a physical or doctor's note, and to be fingerprinted, all at students' expense.*
**** Note: Electives related to students' specialization or occupational interest as determined with program advisor.*

Students are strongly recommended to meet with program coordinator to plan course sequence. Full-time students in the Early Childhood Education Specialization would take courses in this sequence:

First Semester (Fall)	Credits
*ED 105 Introduction to Early Childhood	3
*ED 131 Early Childhood Development	3
ED 245/FAMR 235 Child, Family, Community	3
*PSY 100 Survey of Psychology, or SOC 100 Survey of Sociology, or ANTH 200 Cultural Anthropology	3
*ENG 100 Composition	3
	15

Second Semester (Spring)	Credits
ED 110 Developmentally Appropriate Practices	3
*ED 190/191v Early Childhood Field Experience IA or IB**	4
*HSER 110 Introduction to Human Services	3
MATH 115 Statistics	3
*Humanities or Natural Science elective	3-4
	16-17

Third Semester (Fall)	Credits
ED 115 Health, Safety, Nutrition	3
ED/FAMR 140 Guidance of Children in Groups	3
ED 263 Language & Creative Expression Curriculum	3
COM 145 Interpersonal Communication, or SP 151 Personal and Public Speech	3
Natural Science elective - *if not taken for CA*	3-4
Humanities elective	3-6
	18-22

Fourth Semester (Spring)	Credits
ED 264 Inquiry & Physical Curriculum	3
ED 275 Inclusion of Children with Special Needs	3
ED 291v Early Childhood Field Experience II***	4
ART 101 Introduction to Visual Arts	3
ENG 210 Research Writing	3
	16

** Note: Courses required for Certificate of Achievement.*
*** Note: Students may be required to obtain a physical or doctor's note, and to be fingerprinted, all at students' expense.*

The Fashion Technology program provides comprehensive training in apparel production and fashion design required by entrepreneurs and businesses in the fashion industry. The program develops technical skills required for job entry, retraining for the garment industry, and upgrading of sewing and pattern making skills for those already employed in the field.

Laboratory activities promote the development of skills in designing, pattern drafting, and construction of basic and advanced apparel. The use of industry equipment and sewing techniques are demonstrated in group instruction. When special techniques and problems are encountered, students are given specialized instruction.

Contact the program coordinator, Cheryl Maeda, at 984-3292 or by email at maedache@hawaii.edu for more information.

Requirements for Certificates of Completion (CC):

Seamstress: 12 credits

Fashion Technology 25(3), 40(3), 113(3), 115(3)

Dressmaker: 18 credits - *Offered as needed*

Fashion Technology 60(3), 61(3), 113(3), 115(3), 215(3), 216(3)

Fashion-Fabric Salesperson: 12 credits

Fashion Technology 40(3), 93v(3), 111(3), 113(3)

Requirements for Certificate of Achievement (CA): 36 credits

Fashion Technology 25(3), 40(3), 90(3), 111(3), 113(3), 115(3), 215(3), 216(3), 217(3)
Fashion Technology 90, or FT elective approved by program coordinator(3)
Communication: English 55 or higher(3)
Business Technology 189 or Mathematics 18(3)

Requirements for Associate in Applied Science (AAS) Degree: 60 credits

All CA courses(36-37) plus:
Accounting 124(3)
Marketing 120 or BUSN 150 or ICS 101(3)
Business 125(3)
Communication: English or Speech(3)
Humanities elective(3)
Natural Science elective(3)
Social Science elective(3)
Fashion Technology or General Education elective(3)

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
*FT 111 Art & Design in Fashion	3
*FT 113 Clothing Construction Methods I	3
*FT 115 Clothing Construction Methods II	3
*MATH 18, or BUSN 189	3
FT or General Education elective	3
	15

Second Semester (Spring)	Credits
*FT 25 Ready-to-Wear Clothing Production	3
*FT 216 Fashion Design & Sketching	3
ACC 124 Principles of Accounting I	3
BUS 125 Starting a Small Business	3
*ENG 55 or higher	3
	15

Third Semester (Fall)	Credits
*FT 90 Special Topics	3
*FT 40 Fabric Analysis	3
MKT 120, BUSN 150, or ICS 101	3
Natural Science elective	3
Social Science elective	3
	15

Fourth Semester (Spring)	Credits
*FT 90 Special Topics or FT elective	3
*FT 215 Flat Pattern Making I	3
*FT 217 Flat Pattern Making II	3
English or Speech - *English/Communication elective*	3
Humanities elective	3
	15

**Note: Courses required for Certificate of Achievement.*

The mission of the Hospitality & Tourism Program is to:
Prepare students for employment in entry level and/or supervisory positions in the hospitality and tourism industry; prepare students to transfer to four-year institutions offering baccalaureate degrees in Travel Industry Management or Hotel/Restaurant Management; become the first choice for education and training for Hawai'i's visitor industry employees and managers; and foster an understanding and appreciation of Hawaiian values and culture as the foundation of Hawai'i's visitor industry.

The Hospitality & Tourism Program focuses on developing the skills and knowledge necessary to successfully qualify for work in the hospitality industry. Hospitality & Tourism is a career ladder program that moves progressively from the 16-credit Certificate of Completion to the 33-credit Certificate of Achievement, culminating with the 63-credit Associate in Applied Science degree. The CA and AAS track requires completion of an internship, which enables students to gain practical on-the-job training. The program is organized with a core of courses focusing on various aspects of the hotel industry, enveloped by a variety business and general education courses designed to broaden the students' background and enhance employability.

Students may earn certification provided by the American Hotel & Lodging Association (AH&LA) in selected Hospitality & Tourism courses. Specific HOST courses are articulated to the University of Hawai'i at Mānoa, as well as to other community colleges in the University of Hawai'i system. Majors are required to meet with the program coordinator or counselors early in their studies for academic advising. A grade C or better is required in HOST courses applied to the CC, CA, and AAS degree. A minimum 2.0 GPA is required.

Contact the program coordinator, Lorelle Peros, at 984-3343, or by email at lorelle@hawaii.edu for more information.

Requirements for Certificate of Completion (CC): 16 credits

Hospitality & Tourism 101(3), 150(3), 192v(1)
Business Technology 150 or ICS 101(3)
English 100(3)
Humanities: Hawaiian Studies 100 BCD(3)

Requirements for Certificate of Achievement (CA): 33 credits

All CC courses(15) plus:
Hospitality & Tourism 152(3), 154(3), 192v(2)
Management 118(3)
Mathematics 103(3)
Business/Communication 130 or Speech 151(3)

Requirements for Associate in Applied Science (AAS) Degree: 63 credits

All CA courses(33) plus:
Hospitality & Tourism 250(3), 270(3), 293v(3), 298(3)
Hospitality & Tourism 260 or Business Law 200(3)
English 209(3)
Accounting 124 & 125** or 201(3); and 202(3)
Economics 130(3) - *Social Science elective*
Natural Science elective(3)

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
*HOST 101 Introduction to the Hospitality Industry	3
*HOST 150 Housekeeping Operations	3
*BUSN 150 Intro to Business Computing, or ICS 101 Digital Tools for the Information World	3
*Humanities: HWST 100 BCD Intro to Hawaiian Culture	3
*ENG 100 Composition I	3
*HOST 192v Hospitality Internship I Seminar	1
	16

Second Semester (Spring)	Credits
*HOST 152 Front Office Operations	3
*HOST 154 Food & Beverage Operations	3
*MGT 118 Introduction to Supervision	3
*MATH 103 College Algebra	3
*BUS/COM 130 Business Communication-Oral, or SP 151 Personal & Public Speech	3
*HOST 192v Hospitality Internship I	2
	17

Third Semester (Fall)	Credits
HOST 250 Hospitality Sales & Marketing	3
HOST 260 Hospitality Law, or BLAW 200 Business Law	3
ACC 124 and ACC 125** or ACC 201	3
Natural Science elective	3
ENG 209 Business and Managerial Writing	3
	15

Fourth Semester (Spring)	Credits
HOST 270 Hospitality Management	3
HOST 293v Hospitality Internship II	3
HOST 298 Hospitality Capstone	3
ACC 202 Managerial Accounting	3
ECON 130 Principles of Economics: Microeconomics	3
	15

** Note: Courses required for the Certificate of Achievement.*

*** Note: ACC 124 and 125 can be taken in lieu of ACC 201 (only 3 credits will count toward the degree requirements).*

The Human Services program is designed to prepare students to work with people of all ages. The curriculum is organized around a core of courses that provide skills and knowledge needed by human service workers. In addition to the General Human Services degree, there is one Associate in Science (AS) degree specialization in Substance Abuse Counseling.

Contact the program coordinator, Lee Stein, at 984-3338, or by email at lstein@hawaii.edu for a careful selection of courses.

Requirements for Certificate of Competence (CO): *2.0 GPA required in courses taken for CO.*

Case Management: 9 credits	Human Services 140(3), 248(3), 193v or 293v(3)
Dynamics of Family Violence: 9 credits	Human Services 140(3), 245(3), 256(3)
Substance Abuse Counseling I: 9 credits	Human Services 245(3), 270(3), 193v or 293v(3)
Substance Abuse Counseling II: 9 credits	Human Services 140(3), 268(3), 193v or 293v(3)
Youth Development Practitioner: 9 credits	Human Services 130(3), 270(3), IS 105 BCD(1,1,1)

Requirements for Certificate of Completion (CC):

Substance Abuse Counseling: 21 credits

Human Services 140(3), 193v(3). 245(3). 248(3), 268(3), 270(3)
293v(3) *2.0 GPA required in CC courses & grade C or better in each.*

Requirements for Certificate of Achievement (CA): 31-32 credits

General Human Services or Substance Abuse Counseling Specialization

Human Services 110(3)
Family Resources 230(3) or Psychology 240(3)
Human Services 193v(4)
Sociology 218, or Psychology 170, or 202, or 260(3)
Psychology 100(3) - *General Education requirement*
IS105C(1) - *Optional for in-service personnel*
English 22 or 100(3)
Philosophy 110,* or Mathematics 100, or 111, or 115(3)
Information & Computer Sciences 101 or above (3)
Specialization/interest elective(6)**

Requirements for Associate in Science (AS) Degree: 62-66 credits

General Human Services or Substance Abuse Counseling Specialization

All CA courses(31-32) plus:
Human Service 293v(4)
Sociology 100(3)
Communication 145 or Speech 151(3)
English 100(3) *(if not taken for CA)*
Humanities elective(3)**
Natural Science elective(3-4)**
Specialization/interest electives(9)**
Electives(6)

* *Note: Students using PHIL 110 to meet this requirement must place at the MATH 100 level in order to graduate.*

** *Note: Electives related to students' specialization or occupational interest as determined with program advisor. The Substance Abuse Counseling Specialization requires the courses for the Certificates of Completion in Substance Abuse Counseling (21 credits).*

Full-time students in General Human Services or Substance Abuse Counseling Specialization would take courses in this sequence:

First Semester (Fall)	Credits
*FAMR 230 Human Development	3
*HSER 110 Introduction to Human Services	3
*ICS 101 or higher	3
*PSY 100 Survey of Psychology	3
*ENG 22 Introduction to Composition, or ENG 100 Composition I	3
*Specialization/interest electives***	3
	18

Second Semester (Spring)	Credits
*HSER 193v Practicum in Community Service	4
*SOC 218 Intro to Social Problems, or PSY 170 Psychology of Adjustment, or PSY 202 Psychology of Women, or PSY 260 Psychology of Personality	3
*MATH 100, 111, 115, or PHIL 110**	3
*Specialization/interest electives***	3
Humanities or Natural Science elective***	3

Third Semester (Fall)	Credits
HSER 293v Practicum in Community Service	4
SOC 100 Survey of General Sociology	3
COM 145 Interpersonal Communication, or SP 151 Personal and Public Speech	3
Specialization/interest electives***	3
Humanities or Natural Science elective***	3-4
	16-17

Fourth Semester (Spring)	Credits
IS 105C Orientation to Employment	0-1
ENG 100 Composition I - *if not taken for CA*	0-3
Specialization/interest electives***	3
Electives	6
	9-13

* *Note: Courses required for Certificate of Achievement.*

** *Note: Students using PHIL 110 to meet this requirement must place at the MATH 100 level in order to graduate.*

*** *Note: Electives related to students' specialization or occupational interest as determined with program advisor. The Substance Abuse Counseling Specialization requires the courses for the Certificates of Completion in Substance Abuse Counseling (21 credits).*

The Sustainable Construction Technology program prepares students in general building construction and maintenance of large or small structures. It allows students to explore different trades prior to selecting a specialization.

Contact the program coordinator, Carlton Atay, at 984-3256, or by email at catay@hawaii.edu for more information.

Requirements for Certificates of Competence (CO):

Basic Carpentry Skills: 6 credits	Blueprint 22(3), Carpentry 20(3)
Basic Drafting Skills: 6 credits	Architectural Engineering & CAD Tech 80(3), Blueprint 22(3)
Electrical Maintenance: 5 credits	Electricity 20(3), 23(2)
Energy Production: 6 credits	Energy 101(3), 103(3)
Maintenance Painting: 4 credits	Maintenance 20(2), 40(2)
Maintenance Plumbing: 4 credits	Maintenance 20(2), 50(2)
Rough & Finish Carpentry: 8 credits	Carpentry 41(3), 43(3), 193v(2)
Safety: 2 credits	Occupational Safety & Health 20(1), Health 31(1)
Small Equipment Repair: 6 credits	Electricity 23(2), Maintenance 20(2), 60(2)
Welding for Trades: 2 credits	Welding 19B(1), 19D(1)

Requirements for Certificate of Completion (CC): 16 credits

Carpentry 20(3)
Electricity 20(3)
Energy 101(3)
Maintenance 20(2)
Mathematics 18(3)
Health 31(1); Occupational Safety & Health 20(1)

Requirements for Certificate of Achievement (CA): 33 credits

All CC courses(16) plus:
Architectural Engineering & CAD Tech 80(3)
Blueprint 22(3)
Carpentry 41(3)
Energy 103(3)
Maintenance 40(2)
English 22 or English 55(3)

Requirements for Associate in Applied Science (AAS) Degree: 64-67 credits

All CA courses(33) plus:
Carpentry 43(3)
Electricity 23(2)
Maintenance 30(2), 50(2), 60(2), 70(2)
Welding 19B(1), 19D(1)
Cooperative Education 193v(2) - *in the appropriate alpha*
BUS/COM 130, COM 145, or SP 151
Humanities elective(3)
Natural Science elective(3)
Social Science elective(3)
Technical electives(2-5): Maintenance 65(2), Carpentry 42(3), Industrial Education, Building, & Construction 20(3)**, or other program courses: AEC, BLPR, CARP, ELEC, ENRG, MAIN

Full-time students would take courses in this sequence:

First Semester (Fall)	Credits
*CARP 20 Basic Carpentry Skills	3
*ELEC 20 Intro to Electricity	3
*ENRG 101 Intro to Sustainable Technology	3
*HLTH 31 First Aid and Safety	1
*MAIN 20 Intro to Building Maintenance	2
*MATH 18 Essential Math for Alegbra	3
*OSH 20 Intro to Occupational Safety & Health I	1
	16

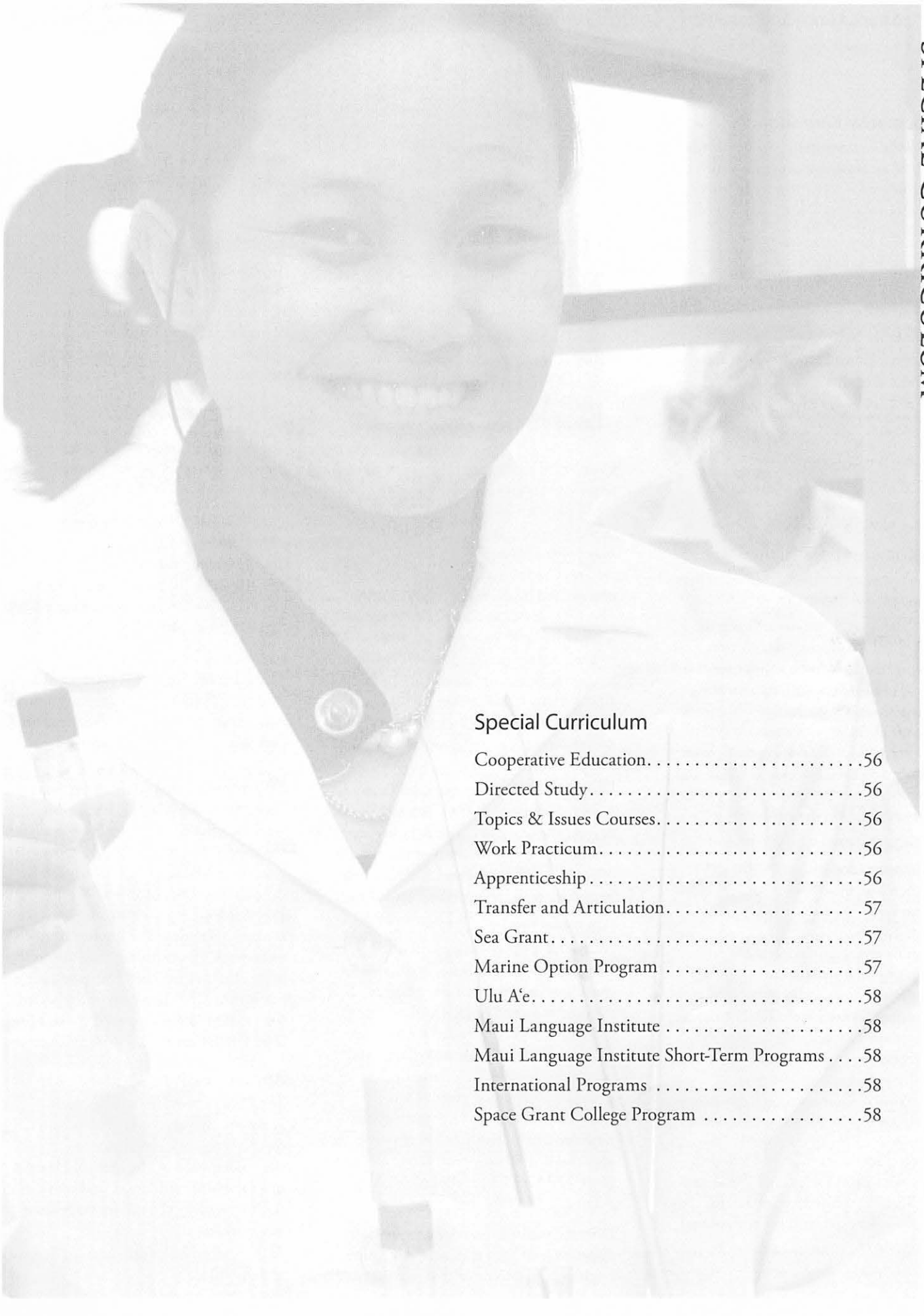
Second Semester (Spring)	Credits
*AEC 80 Basic Drafting	3
*BLPRT 22 Blueprint Reading & Drafting	3
*CARP 41 Rough Carpentry	3
*ENRG 103 Energy Production Systems	3
*MAIN 40 Painting & Decorating	2
*ENG 22 Intro to Composition, or	
ENG 55 Business Communications-Written	3
	17

Third Semester (Fall)	
CARP 43 Interior Finish	3
Cooperative Education 193v(2) - *in the appropriate alpha*	2
MAIN 30 Masonry	2
MAIN 50 Plumbing	2
MAIN 60 Small Equipment Repair	2
WELD 19B & 19D Welding for Trades	2
BUS/COM 130 or COM 145 or SP 151	3
	16

Fourth Semester (Spring)	
ELEC 23 Electrical Wiring I	2
MAIN 70 Preventive Maintenance	2
Technical electives - *see electives in AAS requirements above*	2-5
Humanities elective	3
Natural Science elective	3
Social Science/Humanities elective	3
	15-18

**Note: Courses required for the Certificate of Achievement.*

***Note: This course, also offered in Maui County high schools, is a part of Construction Academy courses.*



Special Curriculum

Cooperative Education 56
Directed Study 56
Topics & Issues Courses 56
Work Practicum 56
Apprenticeship 56
Transfer and Articulation 57
Sea Grant 57
Marine Option Program 57
Ulu A'e 58
Maui Language Institute 58
Maui Language Institute Short-Term Programs 58
International Programs 58
Space Grant College Program 58

Cooperative Education

Cooperative Education (Co-op or internships) is an academic program which offers students an opportunity to integrate classroom theory with related work-based learning.

Students benefit by:

- gaining practical on-the-job experience that fosters development of skills, competencies, and interest in a specific occupation or career field.
- earning academic credit (1-3 credits per semester) for field experience related to the major.
- participating in field experiences that validate career choices.
- earning income while attending school.
- enhancing employability, earning capability, and the potential to advance.
- exploring or making a transition into new careers.

Field sites may be on- or off-campus, paid or volunteer, part- or full-time. Cooperative Education faculty supervise approved field sites with participating businesses and organizations. Students develop learning outcomes, are evaluated for work performance, participate in an instructional weekly seminar, and develop a career portfolio. Co-op is currently available in these programs:

Accounting (ACC 193v)
Administration of Justice* (AJ 293v)
Agriculture (AG 193v)
Auto Body Repair & Painting (ABRP 93v)
Automotive Technology (AMT 93v)
Building Maintenance (MAIN 93v)
Business Careers (BUS 193v)
Business Technology* (BUSN 193v)
Electronic & Computer Engineering Technology* (ETRO 193v, ICS 193v)
Fashion Technology (FT 93v)
Sustainable Construction Technology
**Program requires one or more semesters of Co-op.*

Co-op placements may be developed for other majors including Liberal Arts (CASE 193v, 293v, 393v, 493v), for career exploration, and for professional development.

Co-op credits are variable by program requirements and are based on one credit per each increment of 75 hours of work-based learning. *A Co-op course may be repeated for a maximum of 9 credits.* Credits may be transferable as determined by the receiving institution. *For 393v and 493v Co-op courses, students must be upper division program majors; or consent. See the current Schedule of Classes for specific course alpha and CRNs (e.g., BUSN 193v, CASE 293v).*

Call 984-3318, or visit Ka Lama 207, for information and placement assistance.

Directed Study

Directed study (DIRS) or research beyond the scope of curricular offerings in students' majors or areas of interest are offered by the College and arranged independently with the relevant instructor(s).

DIRS 99v, 199v, 299v, 399v, and 499v are available for elective credit only. The 99v course is generally not applicable for credit toward a baccalaureate degree. If the credits earned in DIRS 199v, 299v, 399v, or 499v are intended for transfer, each directed study course syllabus and course outline will be input into the College's computer system. Directed study courses may be repeated without limit for credit. Registration requires approval of the instructor, department chair, and Vice Chancellor of Academic Affairs.

Directed study is intended as a specially designed learning experience. The offering is expected to be related to students' programs of study and to the College's existing curriculum. Directed study will not duplicate existing courses found and offered in the College's curriculum. It is not a substitute for cancelled classes.

Topics and Issues Courses

Topics and issues courses enable the curriculum to encompass emerging issues in a timely manner, to take advantage of expertise from visiting scholars and performers, to answer contemporary needs from students and the community, and to transition coursework while new programs or courses are developed.

Topics courses are available at five levels for every discipline (alpha) in the College curriculum.

ALPHA 90v	Specialized Topic
ALPHA 190v	Topic
ALPHA 290v	Advanced Topic
ALPHA 390v	Contemporary Issues
ALPHA 490v	Advanced Contemporary Issues

Credits may vary from 1-6, with contact hours determined by the number of credits. Prerequisites and corequisites are determined by the topic. *Topics courses may be repeated without limit for credit.*

Work Practicum

Work Practicum (WP 151v) provides work experience on-or off-campus under the supervision of a faculty member. Students and college instructors jointly develop learning outcomes. Work Practicum credits are based on one credit for each increment of 75 hours of supervised work. Students desiring to enroll must obtain permission from the course instructor. The course may be repeated for a maximum of nine credits. Grading is by CR/NC only.

Apprenticeship

The College provides related credit and noncredit classroom instruction to supplement work experience for apprentices indentured by the State of Hawai'i in a variety of trade areas, and provides skills upgrading courses for trades journey-workers.

For information call, Marvin Tengan at 984-3404.

Transfer and Articulation Agreements

The College has agreements with other institutions enabling students to meet admission requirements and/or to transfer credits. Agreements exist with a variety of colleges both within and outside the UH system. The College continually seeks to provide transfer opportunities with two- and four-year institutions. As these opportunities are constantly changing and expanding, it is important that students interested in transferring meet with a counselor before starting on a course of study leading to a transfer program.

Sea Grant

The UH Sea Grant Program at UH Maui College is part of a nationwide network of the NOAA national Sea Grant College Program, U.S. Department of Commerce. It promotes the improved management, understanding, and wise use of marine resources of Hawai'i and the Pacific region. Research provides scientific data to scientists, resource managers, policy makers, legislators, and the public in Hawai'i and the Western Pacific.

The UH Hawaiian Internship Program (HIP) offers Native Hawaiian undergraduates summer environmental internships. It also works with the UH Marine Option Program (MOP) develop environmental internship possibilities in Hawai'i for UH-HIP and MOP students.

The Sea Grant Extension Service supports the information and training needs of marine and coastal resource users and managers in aquaculture, coastal recreation and tourism, regional coastal resources, coastal hazards, and capacity holding and training.

For more information, call 984-3337 or visit: www.soest.hawaii.edu/seagrant

Marine Option Program (MOP)

The Marine Option Program is a University of Hawai'i systemwide program with participation by students at all campuses. This is an experiential program offering students opportunities to learn about the marine environment and work with marine scientists in many different areas of interest. UH Maui College students enrolled in MOP may earn certificates in a number of different ways based on the track that is chosen. Each certificate attests to students' knowledge and/or experience gained in the field, and each offers unique opportunities for students desiring to gain employment or further their studies in the marine sciences.

For more information, call the Marine Option Program at 984-3203.

Requirements for Certificate of Competence - Marine Naturalist I: 9 credits

Oceanography 101 Introduction to the Marine Option Program(1)
Oceanography 191v Field Experience in Marine Naturalist Program(1)
Oceanography 201 Science of the Sea(3)
Zoology 200 Marine Biology(4)

Requirements for Certificate of Competence - Marine Naturalist II: 9 credits

Biology 200 Coral Reefs(4)
Oceanography 64 Marinelife Identification(3)
Two credits from any of the following:
- Oceanography 190v Selected Topics(1-3)
- Oceanography 191v Field Experience in Marine Naturalist Program(1-3)
- Oceanography 193v Cooperative Education(1-3)
- Oceanography 201L Science of the Sea Lab(1)
- Oceanography 293v Marine Research & Internships(1-3)

Requirements for Marine Option Program (MOP) Certificate: 12 credits

*Oceanography 101 Introduction to the Marine Option Program(1)
*Marine survey course, either:
- Oceanography 201 Science of the Sea(3), or Zoology 200 Marine Biology(4)

*Research project or internship, with at least two credits from the following:
- Oceanography 191v Field Experience in Marine Naturalist Program(1-3)
- Oceanography 193v Cooperative Education(1-3)
- Oceanography 293v Marine Research & Internships(1-3)

Additional credits from the following:
- Biology 105 Hawaiian Field Biology(4)
- Biology 200 Coral Reefs(4)
- Botany 105 Hawaiian Ethnobotany(3)
- Marine Science 264 QUEST (Quantitative Underwater Eco Survey Techniques)**
- Marine Science 364 Advanced QUEST**
- Oceanography 64 Marinelife Identification(3)
- Oceanography 190v Topic(1-3)
- Oceanography 290v Advanced Topic
- Oceanography 201 Science of the Sea(3)
- Oceanography 201L Science of the Sea Lab(1)
- Oceanography 140 Open Water SCUBA Certification(2)
- Zoology 200 Marine Biology(4)
- Approved marine-related courses from other campuses

**Required for MOP Certificate.*
***Offered at UH Hilo during the second two weeks in May.*

Ulu A'e

Ulu A'e, meaning "to grow as a tree" or in this case, as a person, is a Native Hawaiian program at UH Maui College. The program is funded through a grant from the US Department of Education/Title III program. The program is funded for five years in the amount of $500,000 per year.

The program is divided into three different activities. Activity one, named Pua A'e (to flower), is aimed at increasing course offerings in Hawaiian Studies. Activity two, Mu'o A'e (to bud), is focused on increasing success of Native Hawaiians at the College using innovative retention strategies. The last activity, Mohala A'e (to blossom), will create new pathways to Secondary Education degrees in various majors.

For information, call 984-3365 or 984-3405.

Maui Language Institute

The Maui Language Institute (MLI) provides international and local students with English language instruction for academic purposes or for professional advancement. TOEFL preparation is included in the curriculum. Classes meet four days per week, for a total of 18 hours per week. Services offered to MLI students include free pickup service at the Kahului airport, placement and orientation, and counseling for academic, cultural, personal, or immigration purposes. Students have full use of the UH Maui College Library, The Learning Center, the Student Health Center, computer labs, and other college facilities. They are given email accounts and are welcome to participate in campus student activities and clubs.

Most MLI students stay in the new Kūlanaa'o Student Residence. All international students are required to have health/medical insurance. Students purchasing insurance in their own country must provide written proof that the insurance covers them in the USA. The College also provides information about insurance available in Hawai'i.

For more information, email Alice Hamilton Luther at: aluther@hawaii.edu

MLI Short-term Programs

The Maui Language Institute (MLI) offers custom-designed short-term programs for visiting groups from around the world. These programs are available during the entire year for groups of varying sizes and ages. They range from one week to one month or more in length. MLI short-term programs are custom-designed with a balance of English as a Second Language (ESL) classroom activities and related excursions around Maui. Past groups include: Den en Chofu University (Japan), Ehime Student Group (Japan), Fujimigaoka High School (Japan), Fukuyama Chamber of Commerce Student Group (Japan), Gunma Women's Junior College (Japan), Meiho Institute of Technology (Taiwan), Miyakojima Student Group (Okinawa), Osaka Gakuin University (Japan), Shoei High School (Japan), Toyama University Junior High School (Japan), and Yew Chung International School (Hong Kong and Shanghai).

For more information, visit: www.MauiLanguageInstitute.com or contact Stephen Outlaw-Spruell by email at outlaw@hawaii.edu

International Programs

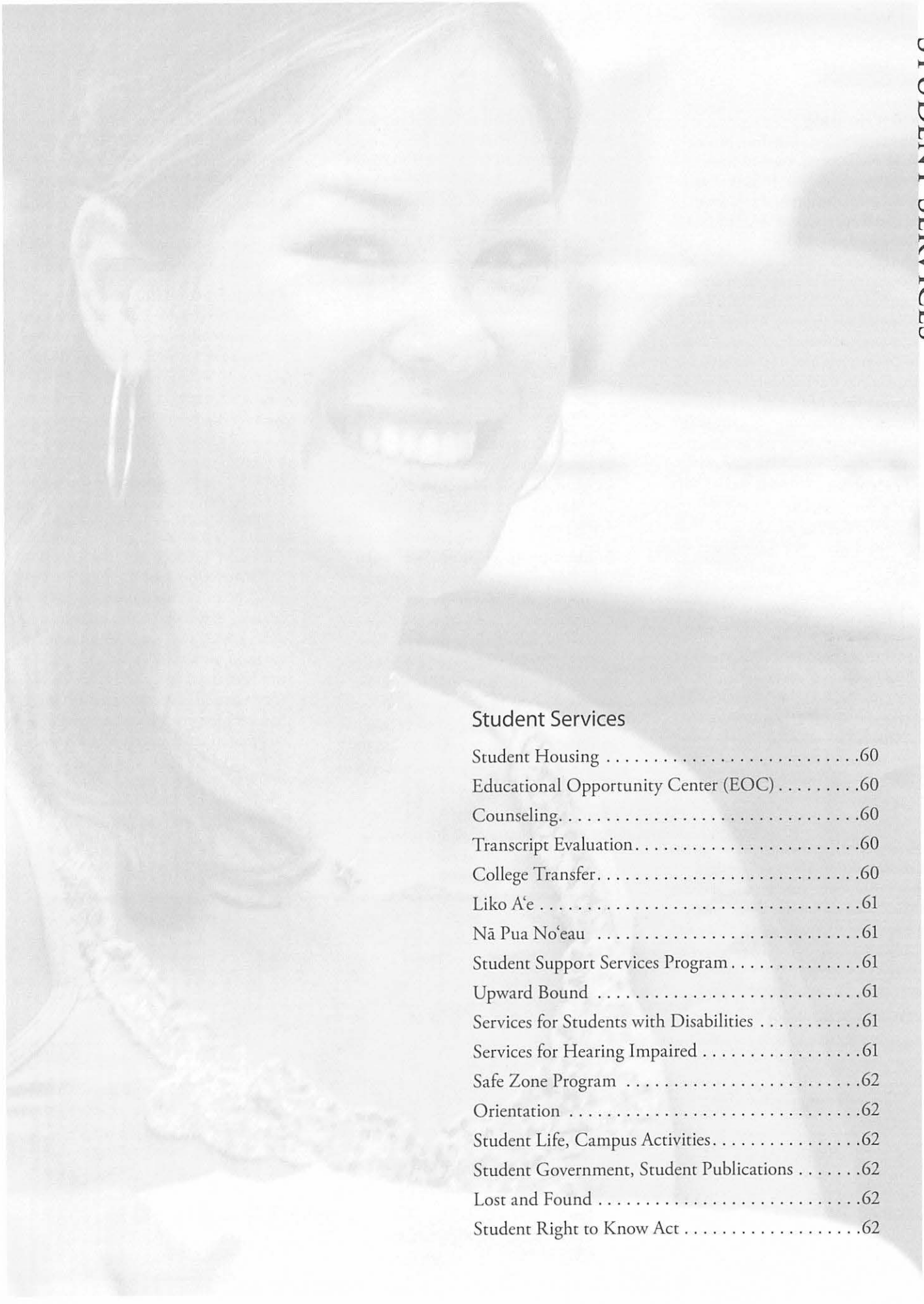
The Office of International Programs & Services establishes and implements systemwide policies and procedures to ensure the effective systemwide coordination of the University of Hawai'i's international programs relating to immigration, study abroad, scholar services, protocol, exchanges, and cooperative agreements. The UH has exchanges and cooperative agreements for both students and faculty with universities around the world, with especially close ties in the Asia-Pacific region. The office also administers the International Agreements Fund and serves as a clearinghouse for information on the University of Hawai'i's international involvement.

For more information, email Alice Hamilton Luther at: aluther@hawaii.edu

Space Grant College Program

The UH Maui College Space Grant program is part of the NASA-funded UH Space Grant College. The program provides paid traineeships and internships for students working on approved projects. Projects may include applications in astronomy, oceanography, geology, meteorology, computer science, or the biological sciences. Students work with faculty advisors and mentors, as well as with research scientists, on Maui and throughout the UH system.

For information, call the NASA Space Grant program associate director, John Pye, at 984-3206, or visit: www2.hawaii.edu/~jpye/Website_Masters/SpaceGrant/spacegrant_home.htm



Student Services

Student Housing 60
Educational Opportunity Center (EOC) 60
Counseling. 60
Transcript Evaluation. 60
College Transfer. 60
Liko A'e 61
Nā Pua No'eau 61
Student Support Services Program 61
Upward Bound 61
Services for Students with Disabilities 61
Services for Hearing Impaired 61
Safe Zone Program 62
Orientation 62
Student Life, Campus Activities. 62
Student Government, Student Publications 62
Lost and Found 62
Student Right to Know Act 62

Student Housing
Kūlanaa'o, is a new, drug free, privately owned and managed, state-of-the-art four-story apartment-style facility with space for 400 students and is located within walking distance to UH Maui College, shopping, banking, dining, and entertainment facilities. Each fully furnished apartment is designed to accommodate four students in two bedrooms with single beds and two bathrooms. Each apartment includes a shared living room and kitchen and features utilities (water & electricity), high-speed internet service, basic cable, and phone and cable outlets. Other amenities include interior courtyard, study areas, lounge and recreational areas, front desk with mail distribution, coin operated laundry facilities, bike racks, elevators, and on-site resident advisors.

For information about Kūlanaa'o or to complete an on-line application, visit the web site at: www.campusapts.com/kulanaao or contact the Property Manager at 808 856-2900 (office).

Educational Opportunity Center
The Educational Opportunity Center (EOC) provides access to post secondary education for all Maui County residents, with emphasis on assisting people from low-income families and those whose parents did not graduate from college. EOC is located in Ho'okipa on the Kahului campus and on Molokai.

EOC services include career assessment and educational information, college catalog information for Hawai'i and mainland schools, financial aid, and information and application assistance for grants, loans, and scholarships. Weekly outreach visits are made to local high schools and community agencies.

Pre-Admission Advising
Advising is available to help prospective students make appropriate educational decisions by assessing their educational needs, career interests, and academic qualifications.

For more informtion, call EOC at 984-3286, or EOC on Molokai at 567-6231.

Counseling
The College offers an array of counseling services throughout the academic year and summer months. A comprehensive program of individual and group counseling is provided for students to enable each individual to develop to his or her fullest potential while realizing educational and career goals.

For information, call 984-3306 to schedule an appointment for counseling.

Academic Counseling
Counselors assist students in planning their program of study and in selecting courses. They provide information about course placement, prerequisites, course sequence, and registration and transfer information.

Personal Counseling
Counselors assist students with personal, social, and/or college-related programs and help assess personal growth and development.

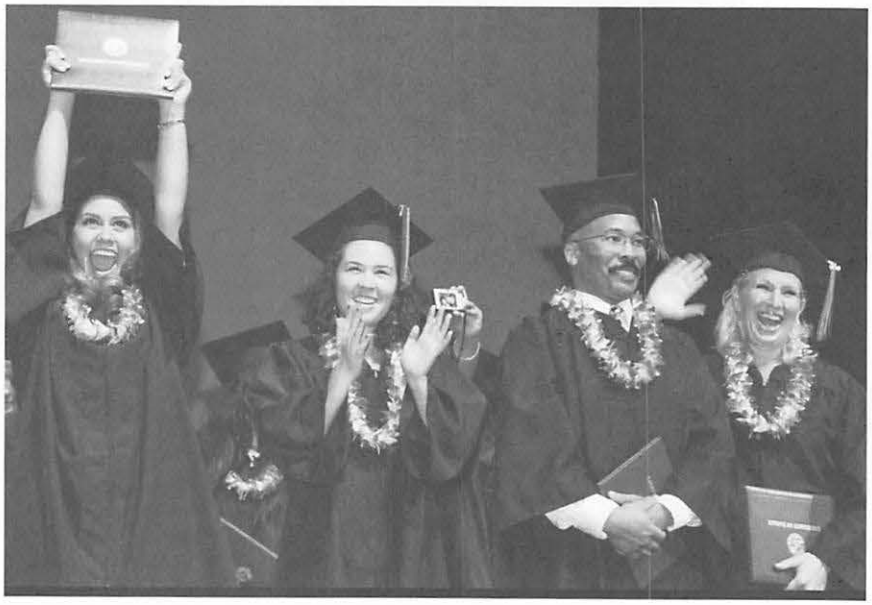
Graduation Application Assistance
Counselors are available for assistance in applying for graduation. It is highly recommended that all students make an individual appointment prior to their last semester for this important academic check of their progress and completion of degree or certificate requirements. A graduation application and degree/certificate fee must be submitted to the Cashier's Office by the deadline stated in the Academic Calendar.

Transcript Evaluation
Counselors review students' prior academic records to assess the applicability of prior education towards the degrees and/or certificates offered at UHMC. Students must complete a Transcript Evaluation Request Form (for Advanced Standing) and submit to the counseling office. College catalogs, course descriptions and additional information may be necessary and requested of the student.

College Transfer Information
Counselors provide information regarding transferring from UHMC to other colleges and universities. Early discussions with a counselor may result in a clear and detailed lists of requirements for later degrees. Often this process involves a blend of career, academic, and personal counseling that result in careful planning and completion of courses at UHMC that will eventually transfer and fulfill requirements at another institution.

STAR Advising Tool
STAR is an online information and advising tool that enables students to view: grades, transfer credits, financial aid status, academic holds, etc. Information contained in STAR is intended for reference and advising purposes only. Students are strongly encouraged to seek advising to verify degree requirements. Access to STAR through the MyUH Portal at http://myuhportal.hawaii.edu

For more information contact the Counseling Center at 984-3306.



Liko A'e

The Liko A'e Native Hawaiian Scholarship program provides scholarships for native Hawaiian students attending an accredited college in Hawai'i or in the continental United States. The program is based out of UH Maui College and has outreach sites at Hawai'i and Kaua'i Community Colleges. Deadlines to apply for this scholarship are May 1, August 1, November 1, and February 1. A goal of this program is to increase the enrollment of Native Hawaiians pursuing and completing post-secondary degrees.

For more information or to apply for this scholarship, call 984-3366, or visit: www.likoae.org

Nā Pua No'eau

Nā Pua No'eau is an innovative enrichment program for Native Hawaiian children in grades K-12. The program's goal is to raise the educational and career aspirations of Hawaiian students and their families by exposing them to numerous educational activities that they may not be able to receive in their home based schools. Nā Pua No'eau recognizes that every child has gifts and talents. It is the kuleana (responsibility) of our kumu (teachers) and staff to provide educational opportunities and venues that nurture the haumāna (students') learning and educational journey.

Student eligibility and participation varies from program to program in various grade levels. Nā Pua No'eau encourages students from an early age to prepare for college.

For more information, call Nā Pua No'eau, Maui Coordinator, Ohua Morando, at 984-3364.
On Molokai, call Coordinator, Miki'ala Pescaia, at 553-9993. On Lana'i, call Coordinator, Chantell Schilling, at 565-7910, ext. 288.

Student Support Services Program Pai Ka Mana

The mission of the Student Support Services Program (SSSP) is to assist low-income, first generation, and disabled program participants in obtaining the knowledge and skills necessary to successfully complete an associate and/or a baccalaureate degree.

Eligible students at the College receive services including academic advising, freshman year experience, supplemental grant aid, group and individual tutoring, financial aid counseling, preferred registration, cultural and educational explorations, counseling, and assistance in transferring to an upper division four-year institution.

For more information, call SSSP at 984-3574, or on Molokai at 553-4490, x39.

Upward Bound

The Maui County Upward Bound program is designed to prepare low income, potential first generation high school students for post-secondary education. Tutoring, counseling, academic advising, career planning, and a six-week summer residential program are offered during the year.

The UH Maui College summer residential program offers classes in English, math, natural science, foreign language, and computer science. Science workshops, cultural and historical field trips, career and college exploration, study skills, and recreational activities are also offered.

For more information, call Upward Bound at 984-3299.

Services for Students with Disabilities

Students with disabilities, either permanent or temporary, may be provided with academic accommodations after completing the intake process. Examples of accommodations include alternative text; note taker, interpreter, and/or other academic support services, campus accessibility map; and specifically designed auxiliary equipment to meet the needs of students with disabilities.

In accordance with Section 84.4 of the federal rules and regulations governing Section 504 of the Rehabilitation Act of 1973, no qualified individual with a disability shall, on the basis of their disability, be excluded from participation in, be denied benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.

Students desiring academic accommodations are advised to call the disabilities coordinator at 984-3227 as early as possible so that services may be arranged on a timely basis.

Services for Hearing Impaired

Deaf and hard of hearing individuals desiring information may contact the College by calling the TDI number 984-3325, or by using the text telephone relay service at 643-8833. A TTY pay phone, 242-9869, is located in the Ka Lama building.

Call the disabilities coordinator at 984-3227 to obtain information about services available to persons with disabilities.

Orientation

Orientation sessions acquainting new students with College services, programs, and courses are conducted prior to each semester. These sessions include a campus tour. During the first two days of classes, faculty and staff assist students at "Ask Me" information tables.

For information, call 984-3434.

Student Life & Campus Activities

The Office of Student Life and the Associated Students of UH Maui College (ASUHMC) Student Governance Council are an integral part of the College's educational and co-curricular program. It supports a wide spectrum of activities, workshops, and forums that promote students' involvement in college governance and provide opportunities for students to enhance their personal, cultural, social, recreational, and leadership skills.

For information, call 984-3434.

Student Government

The Associated Students of UH Maui College (ASUHMC) is the official students' organization. The ASUHMC Student Governance Council, the representative governing body of the ASUHMC, is responsible for administering Student Activity fees and for developing and providing programs, services, and activities to meet student needs. The Governance Council also serves as the collective voice for students in student-related issues. Students are invited to participate in the College's development by serving on Council committees.

For information, call 984-3434.

Student Publications

The Board of Student Publications (BOSP) serves in an advisory role in the publication of the student newspaper, *Ho'oulu*, and other student publications.

To participate on the board or in the production of any publication, call 984-3542.

Lost and Found

The Student Affairs office coordinates the lost and found.

For information, call 984-3267.

Safe Zone Program

The Safe Zone program exists to create and maintain a positive social, academic, and employment environment at the UH for lesbian, gay, bisexual, transgendered, and intersex faculty, staff, and students. Trained volunteers who serve the program are nonjudgmental, understanding, and trustworthy advocates for those seeking help and advice, or simply a place to talk story. The Safe Zone program insures the enforcement of Hawai'i State Law (Chapter 386) and established UH policy (Section 105 of the Board of Regents Bylaws and Policies) that explicitly prohibit harassment and discrimination on the basis of sexual orientation.

For information, call 984-3616 or 808 956-9250.

Student Right to Know Act

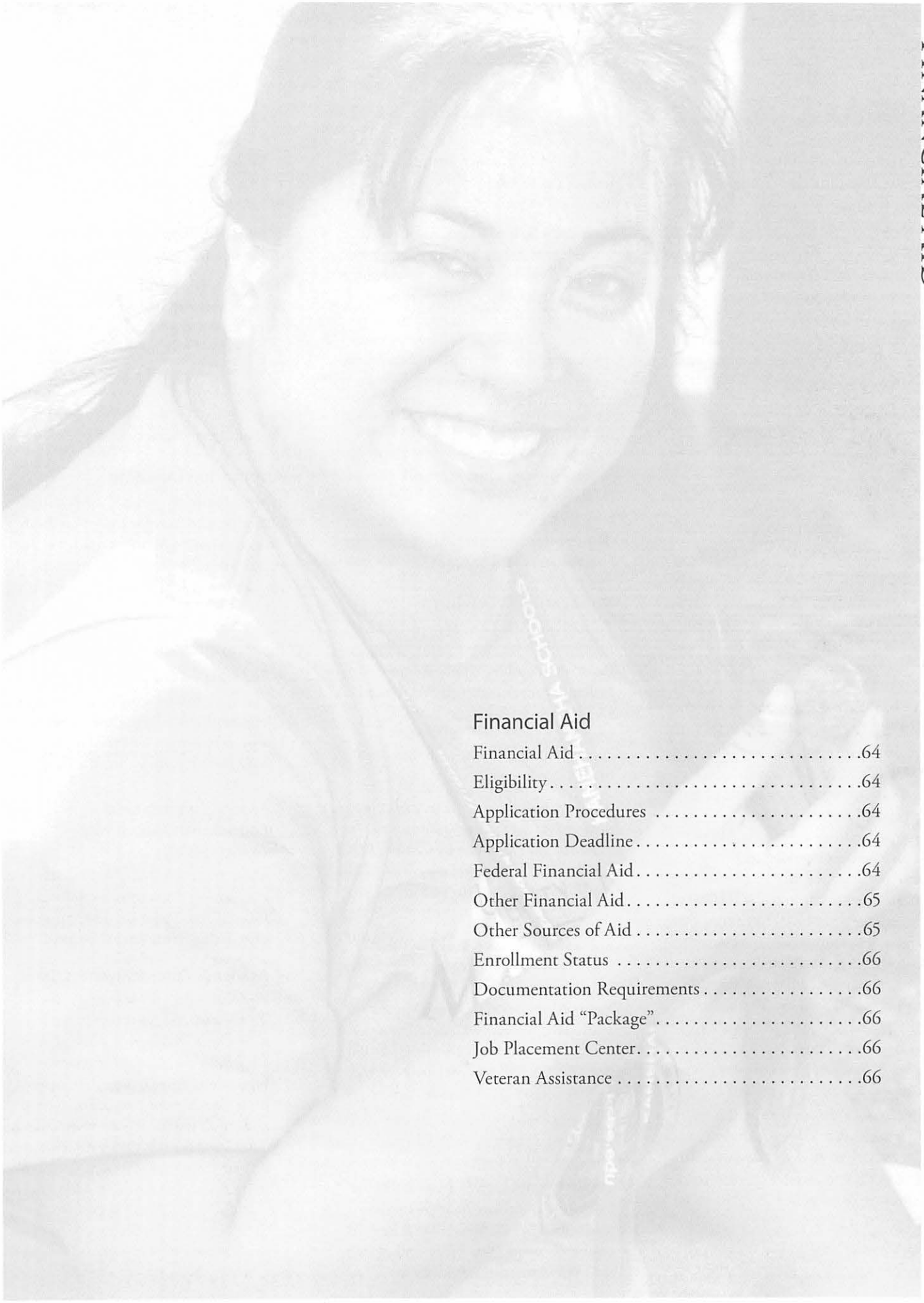
As required by the Student Right to Know Act, institutions that participate in any HEA Title IV program must provide graduation and completion rates of the institution's student population of first-time, full-time degree-seeking undergraduates.

		Graduated	*Still Enrolled*
Six years after entry, 1994-2004 cohorts:	UH Mānoa	52%	10%
	UH Hilo	32%	7%
	UHCC	14%	20%
	Hawai'i CC	21%	15%
	Honolulu CC	13%	18%
	Kapi'olani CC	13%	25%
	Kaua'i CC	16%	18%
	Leeward CC	12%	24%
	Maui CC	20%	16%
	Windward CC	10%	18%

Graduation rates for ***the most recent cohort*** are 50% at UH Mānoa and 33% at UH Hilo for the **Fall 2004** cohort six years after entry, and at the UH community colleges for the **Fall 2007** cohort completing within 150% of normal time to completion: 16% overall, 21% at Hawai'i CC, 11% at Honolulu CC, 17% at Kapi'olani CC, 21% at Kaua'i CC, 12% at Leeward CC, 26% at Maui College, and 9% at Windward CC. UH West O'ahu began admitting first-time students effective Fall 2007, and is not included here since graduation and persistence data are not yet required or available.

This information is provided for the Student-Right-to-Know Act, Public Law 101-542. It provides a partial description of the graduation and enrollment patterns of students and describes averages for groups of students. It should not be used to infer or predict individual behavior.

Source: Institutional Research Office, University of Hawai'i; January, 2011.



Financial Aid

Financial Aid 64
Eligibility 64
Application Procedures 64
Application Deadline 64
Federal Financial Aid 64
Other Financial Aid 65
Other Sources of Aid 65
Enrollment Status 66
Documentation Requirements 66
Financial Aid "Package" 66
Job Placement Center 66
Veteran Assistance 66

The UH Maui College Financial Aid program helps students who can benefit from higher education but who may have difficulty attending the College without financial help. It is an addition to the efforts of students and their parents or spouses.

Several types of financial aid, funded by the federal and state governments, are available to eligible UH Maui College students: grants, part-time employment (Federal Work Study), loans, tuition waivers, and scholarships.

All financial aid programs are subject to change due to legislative action or availability of funds.

Federal awards are made without regard to age, race, gender, or ethnic origin. Complete financial aid policies are available at the Financial Aid Office.

For information, call 984-3277.

Eligibility

The majority of aid awarded by UH Maui College is federal and based on demonstrated financial need. Eligibility requirements are determined by federal rules and include the following requirements.

The applicant must:

- be a U.S. citizen or an eligible noncitizen (permanent resident).
- be enrolled in a degree granting program (classified student).
- be making satisfactory academic progress toward a degree at UH Maui College.
- not be in default on a loan or owe a refund on a federal grant.
- have demonstrated financial need.
- have obtained a high school diploma, GED, or have passed a federally approved test proving ability to benefit.
- be registered with Selective Service, if required.

UH Maui College students will have their prior academic history at the College reviewed to determine compliance with the Financial Aid satisfactory academic progress policy.

Transfer students may request that an academic counselor review their prior records to determine advanced placement. A review of the UH Maui College academic transcript and/or credits transferred from other institutions may impact the timeframe (semesters of eligibility) at the College.

Students who owe a repayment on financial aid funds, or are in default on an educational loan, will be unable to receive academic transcripts, register for classes in the subsequent semester, or receive further aid until the amount due is repaid in full or prescribed federal requirements have been met.

Students should be aware that the financial aid award is subject to adjustment due to legislative action, changes in eligibility, enrollment, availability of funds, or increases in students' external resources.

For information regarding eligibility requirements, call 984-3277.

Application Procedures

To apply for any form of need-based financial aid, including loans, students must submit a Free Application for Federal Student Aid (FAFSA) to the US Department of Education. A FAFSA must be filed for each academic year during which students wish to receive financial aid.

Students requiring assistance in completing FAFSA forms should call the Educational Opportunity Center (EOC) at 984-3286. Students may also submit their application on the web at: www.fafsa.ed.gov

The information contained in the FAFSA is used to determine students' eligibility for all need-based aid. The US Department of Education will send students a "Student Aid Report" (SAR) which reflects the "Expected Family Contribution" (EFC). All schools listed on your FAFSA receive an electronic copy of your SAR and begin working your file. The EFC indicates students' eligibility for financial aid.

The SAR should be reviewed carefully for errors, and corrections should be made quickly. Corrections can be made on-line by using your PIN number from the US Department of Education:

1. Log on to: www.fafsa.ed.gov
2. Select "Make correction to a processed FASFA"

For a lost or misplaced PIN number, go to: www.pin.ed.gov

If requested, the Financial Aid office will process corrections electronically.

The Financial Aid office will review the SAR and may ask for additional documents. *See Documentation Requirements on page 66.* Once a file is complete, the Financial Aid Office can determine eligibility. Anyone not eligible for aid will receive a letter indicating the reason.

For information, call 984-3277.

Application Deadline

Early submission of the FAFSA is highly recommended because many scholarship programs have a March 1 deadline. The priority deadline for filing a financial aid application at UH Maui College is April 1.

Federal Financial Aid

- **Federal Pell Grants**
  These are federal entitlements available to qualified, undergraduate students who demonstrate financial need and have not previously earned a Bachelor's degree.
- **Federal Supplemental Educational Opportunity Grants (SEOG)**
  These grants are available to undergraduate students with exceptional financial need who attend a minimum of 6 credits. This fund is limited.
- **Academic Competitiveness Grant (ACG)**
  This is a federal grant that is available to students who have graduated on or after 2005 and completed a rigorous high school curriculum. A student must also demonstrate financial need and enroll in six or more credits. To be considered for this grant, students must submit their final official high school transcript to the Financial Aid Office.

- **Federal Work Study (FWS)**
  The Federal Work Study Program finances student employment wages for financial aid recipients. Recipients must be enrolled in at least 6 credits. Federal Work Study jobs are intended to give eligible students employment experience related to their educational goals and to encourage participation in community service activities. Students are limited to a maximum of 20 hours per week during the academic terms.

- **Federal Perkins Loan Program**
  Awards are based on demonstrated financial need and availability of funds. Repayment begins nine months after the borrower ceases to be enrolled in at least 6 credits. Deferments are available.

- **Federal Family Education Loan Program (FFELP)**
  These loans are from private lenders such as banks and credit unions guaranteed by the federal government.

  There are three types of loans:

  1. **Subsidized Federal Stafford Loan**
     A Subsidized Federal Stafford Loan is made through a bank or lending institution and guaranteed by a guarantor. Annual loan limits differ depending on student's academic level and existing Stafford loan balances. Repayment begins six months after the borrower ceases to be enrolled in at least 6 credits. Deferment is available.
  2. **Unsubsidized Federal Stafford Loan**
     The maximum amounts and interest rates of this loan program are similar to the Subsidized Federal Stafford Loan program. However, interest begins accruing upon disbursement of the funds. Deferments are available.
  3. **Federal Parent Loan for Undergraduate Students (PLUS)**
     This program provides additional loan funds for students' educational expenses. Parents of dependent students may borrow up to the calculated cost of attendance for their child, minus other student aid. The interest rates on PLUS loans are variable. Interest begins accruing upon disbursement of the funds. Deferments are available.

State/Institutional Financial Aid

- **Hawai'i B+ Scholarship**
  This scholarship is available to Hawai'i public high school graduates who have graduated on or after 2006. Students must have had a cumulative GPA of 3.0 and submit their official high school transcript to the Financial Aid Office. Students who graduated from high school after 2008 must also have taken a rigorous curriculum in high school. Please contact the Financial Aid Office for details.

- **Hawai'i State Incentive Grant (HSIG)**
  These tuition grants are available to needy undergraduate students attending a minimum of 6 credits. To qualify, students must be eligible for a Pell Grant and be residents of Hawai'i for tuition purposes. Awards are based on availability of funds.

- **State Higher Education Loan (SHEL)**
  This loan is available to Hawai'i residents. Awards are based on demonstrated financial need and availability of funds. Repayment begins nine months after students cease to be enrolled in at least 6 credits. Deferments are available.

Other Financial Aid

- **Centennial Scholars Program**
  This is a scholarship that is awarded to students who have a cumulative GPA of 3.8, an SAT composite score of 1800 or higher, or an ACT score of 27 or higher. An official high school transcript must be sent to the Financial Aid Office to be considered for this scholarship.

- **Opportunity Grants**
  Students who are interested are encouraged to submit their FAFSA before the priority deadline of April 1. Awards are based on availability of funds.

- **UH Maui College Merit Award**
  This merit award is targeted for students who have recently graduated from a Maui County high school with a 3.0 cumulative GPA. Awards are based on availability of funds

- **Kūlanaa'o/Service Scholarship**
  This scholarship is awarded to residents of the Kūlanaa'o private student housing who have an active role in dorm or campus activities. A 2.0 cumulative GPA must be maintained.

Other Sources of Aid

- **Private Scholarships**
  These scholarships are available from numerous organizations. Some scholarships are not need based.

For listings, call the Educational Opportunity Center at 984-3286, or the Financial Aid Office at 984-3277.

Enrollment Status and Academic Progress

The type of financial aid awarded is based on students' financial needs, enrollment levels, living situations, and academic progress toward declared goals.

In order to continue to be eligible for aid, students must meet the satisfactory academic progress requirements each semester. These requirements are described in the College Regulations section of the catalog under "Regulations and Standards for Financial Aid" on pages 83-84.

Students must notify the Financial Aid Office immediately if they make any changes to their certified course load or if they withdraw officially or unofficially.

The Higher Education Amendments of 1998, Public Law 105-244, changed substantially the way financial aid funds are to be handled when students withdraw officially or unofficially from school. A statutory schedule will determine the amount of funds students have earned up to the time of withdrawal. Unearned funds must be returned to the grant or loan program from which they came. Recipients must make arrangements to return the funds.

It is strongly recommended that students who stop attending classes go through the official withdrawal process with the Admission & Records office. Failure to do so could result in loss of eligibility for further aid.

Documentation Requirements

In addition to proving admission to the College, students must document "ability to benefit." Other requirements may include academic transcripts from other institutions and information about citizenship status; Social Security, child support, and DHS or TANF benefits. The College verifies all financial aid applicants chosen for verification by the Federal processor. (Students chosen for verification will be required to submit additional documentation.)

Students must adhere to deadlines required for document submission. Students who experience difficulties in completing documentation or verification requirements should contact the Financial Aid office before the deadlines expire. Failure to provide the necessary documents can result in termination of all financial aid benefits for the year.

The Financial Aid "Package"

The financial aid "package" is based on students' needs, enrollment levels, living situation, and the availability of aid. Financial need is determined by subtracting the Expected Family Contribution (EFC) from the cost of attendance, which includes tuition, fees, books, supplies, transportation, room, board and miscellaneous personal expenses. The financial aid package offered may be a combination of gift-aid (grants and scholarships) and self-help (loans or part-time employment).

In most instances, students' gift aid will not cover the full amount of need. If eligible, they will be offered a loan to help meet educational costs. Students who take out any form of student loan must complete a loan entrance interview when accepting the loan, and a loan exit interview when leaving the College or when enrollment drops below halftime.

Financial aid recipients must notify the Financial Aid office if they receive any outside aid, as these monies are considered part of students' available resources and will affect the amount of aid students are eligible to receive.

Students always make the final decision to accept or decline any part of the financial aid award package offered.

Internships & Workforce Readiness Center (IWoRC)

The (IWoRC) or Internships & Workforce Readiness Center, is staffed Monday through Thursday, from 9:00 am - 4:00 pm; Fridays by appointment. The center is located in Ka Lama 207. Job postings include on- and off-campus, and part- and full-time positions.

On-campus student employment may be accessed on-line at: http://sece.its.hawaii.edu/sece *(A hawaii.edu e-mail account is required to access this site. See page 68).*

Off-campus jobs may be accessed on-line at: www.hawaii.edu/maui/coop/ or in person in Room 207 of the Ka Lama building.

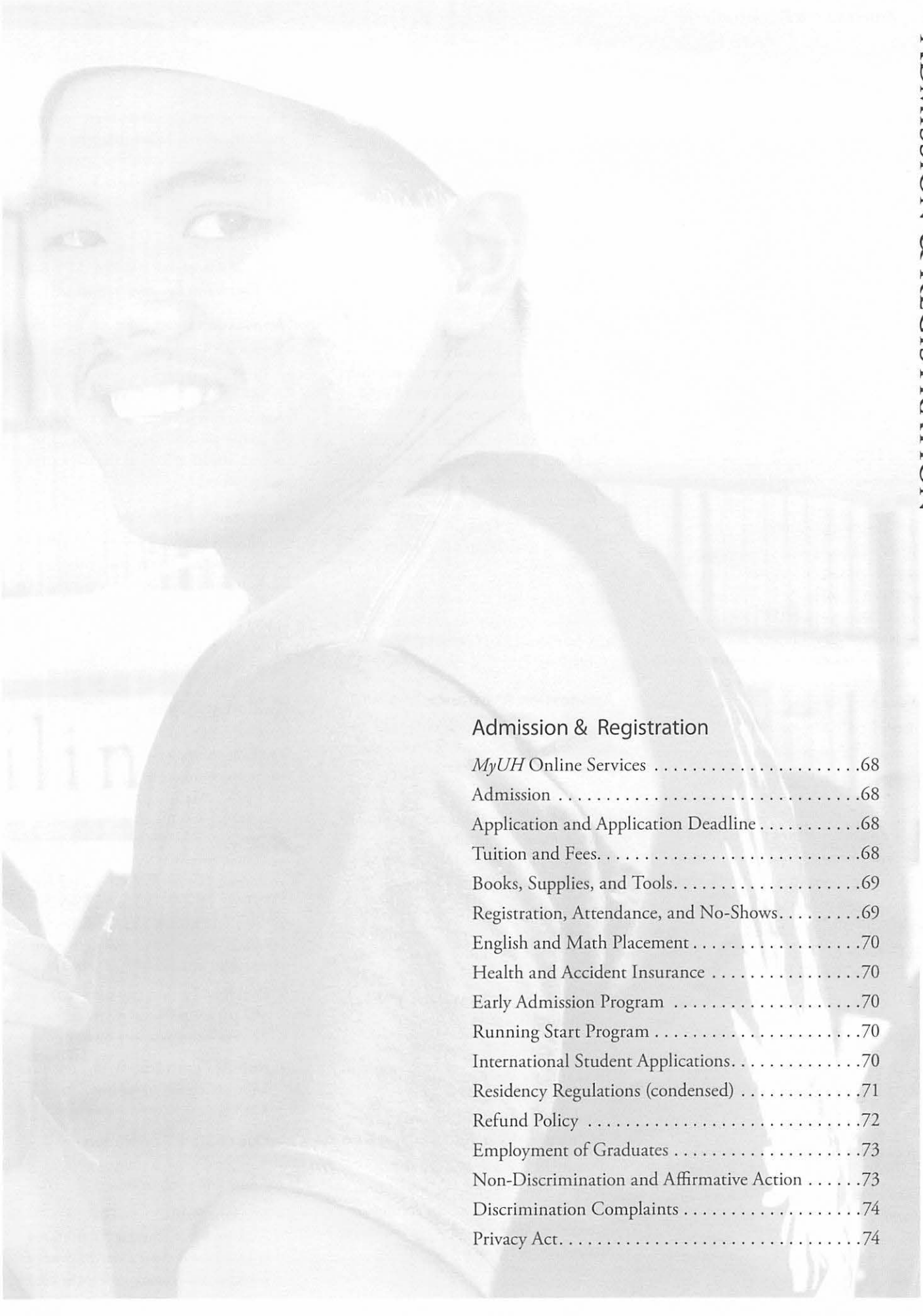
The IWoRC offers employment development services, including internships (paid and volunteer); resume, interview, and portfolio preparation; professional development workshops; and on-line resources (Career Access, HireNet Hawai'i Services are available to current students and graduates of the UH system campuses).

For information, call 984-3318 or visit the Cooperative Education, Internships & Workforce Readiness Center website at: www.maui.hawaii.edu/coop/

Veteran Assistance

The College is an approved institution for education and training under the Veteran's Educational Assistance Act (GI Bill) and the Dependents' Act. Information regarding authorized eligibility, entitlement, and types of training is available from the Veterans Administration Regional Office.

Application for educational benefits and information concerning veterans and eligible dependents is available at the Admission and Records office.



Admission & Registration

MyUH Online Services 68
Admission 68
Application and Application Deadline 68
Tuition and Fees. 68
Books, Supplies, and Tools. 69
Registration, Attendance, and No-Shows. 69
English and Math Placement 70
Health and Accident Insurance 70
Early Admission Program 70
Running Start Program 70
International Student Applications. 70
Residency Regulations (condensed) 71
Refund Policy 72
Employment of Graduates 73
Non-Discrimination and Affirmative Action 73
Discrimination Complaints 74
Privacy Act. 74

MyUH Online Services

MyUH is the University of Hawai'i online student information system. Features include web-based services and the ability to register and pay online for classes at multiple UH campuses.

All students are required to obtain a *MyUH* account and register via the *MyUH* portal at: **myuh.hawaii.edu**

Students may also go to the UHMC homepage at: www.maui.hawaii.edu and click *"MyUHPortal"* in the upper right hand corner for login instructions.

MyUH services open to both the public and UH students include:

- On-line admission/application information.
- Web Registration Tutorial, to preview *MyUH* services.
- Schedule of Classes for the UH campuses.
- Check Class Availability sites that display "real-time" information on sections, times, location, instructor, seats remaining, and added or cancelled classes.
- Academic advising resources.
- Payment options and deadlines.

MyUH services open to UH students include:

- Pre-Registration Checklist to qualify for Quick Registration.
- Web registration and drop/adds.
- Online credit card payments.
- Registration Status check which includes holds, academic standing, prior credits completed.
- Final grade report and transcript.

Admission

All high school graduates and transfer students from other colleges and universities may be admitted to the College. Persons 18 years of age or older who are not high school graduates may also be admitted. *Admission to the College does not mean automatic admittance to programs or courses.*

Admission Requirements

All individuals seeking admission must submit the following three documents:

- UH Application for Admission form, available at:
  (a) www.hawaii.edu/admissions/sysapp10.pdf *or*
  (b) on-line at: apply.hawaii.edu
- Negative tuberculosis clearance taken within the last 12 months.
  The original certificate shall meet the certification requirement for students re-enrolling or enrolling in another post-secondary school in Hawai'i.
- Proof of Mumps, Measles, Rubella (MMR) immunization. This requirement is waived for those born before 1957. For those born in or after 1957, take any records of childhood immunization to the Campus Health Center for review.

The College shall also comply with all applicable requirements of the State as may be required by law or by rules and regulations.

Application Assistance

Prospective students may obtain a UH Application for Admission form and other admission information at:

- www.hawaii.edu/admissions/
- UH Maui College homepage: http://www.maui.hawaii.edu/
- Admission & Records in the Ho'okipa building, or by calling 808 984-3267.
- Educational Opportunity Center in Ho'okipa, or by calling 984-3286; or on Molokai by calling 567-6231 or 553-4490, Ext. 1.
- Hana, Lahaina, Lana'i, and Molokai Education Centers.
- Hawai'i high school counselors.

These sources also have copies of *How to Enroll in the University of Hawai'i System,* a booklet that contains instructions on how to complete an application.

All non-US citizens should obtain the Foreign Student Supplementary Information form and follow the additional instructions in the section *International Student Applications on page 70.*

Out-of-state students and international students are reminded that admission decisions are made without regard to availability of financial aid or housing. Students must arrange their own housing and apply separately for financial aid.

For Financial Aid, see Financial Aid, pages 64-66, or call 808 984-3277.
For student housing, see page 60.

Application Deadline

Suggested Application Deadlines:

Fall Semester: August 1
Spring Semester: December 15

Applications submitted after the above deadlines will be considered and processed within 5-10 working days after submission.

Acceptance Notification

Applicants applying prior to deadlines are notified of their status by letter including registration information. Applicants applying after the deadlines are asked to check with the Admission and Records office regarding their admission status and registration information.

Tuition and Fees

Online credit card or e.check payment is available through *MyUH.* If online payment problems are encountered, call 808 984-3257. Mail-in payment by check is also available through *MyUH.*
In-person payment by cash, check, or debit card is an option at the Business Office in Ho'okipa on the Kahului campus or at the Hana, Lana'i, or Molokai Education Centers. All tuition and fee charges at UH campuses are subject to change in accordance with requirements of State law.

- **Resident Tuition** *(per semester)*
  $97 per credit, lower division
  $235 per credit, upper division
- **Non-Resident Tuition** *(per semester)*
  $400 per credit, lower division
  $713 per credit, upper division
- **Out-of-State Application Fee**
  A $25 fee must accompany the Admission application.
- **Student Publication Fee**
  A $4 Board of Student Publication (BOSP) fee is charged at the time of registration. The fee covers the cost to

produce approximately four student newspapers per semester, as well as an annual literary journal.

- **Student Life Fee**
  A student activity fee is charged to students taking classes at the Kahului campus:
  $2.00 per credit for 1-7 credits.
  $15.00 for 8 or more credits.
- **Student Technology Fee**
  A technology fee is charged to all students to provide support for the technology resources used by students.
  $3.00 per credit for 1–11 credits
  $36.00 for 12 or more credits
- **Student Health Fee**
  A $8.00 student health fee is charged at the time of registration for students taking classes at the Kahului campus.
  A Summer Session student health fee of $6.00 is assessed.
- **Late Registration Fee**
  Late fee charges are assessed from the first day of instruction. Students registering from the first day of instruction and after (including modular classes) are assessed a $30 late registration fee in fall and spring semesters.
  A Summer Session late fee of $10 is assessed.
- **Returned Check Fee**
  A $25 service charge is assessed for checks made out to UH Maui College that are returned for any cause.
- **Course Change Fee**
  A $5 fee is charged for each course change request form. Students are also assessed or rebated tuition and fees, as applicable, according to the *Refund Schedule of Tuition and Fees on page 72.*
- **Associate Degree and Certificate of Achievement Fees**
  A $15 fee is payable at the time the graduation application is submitted. Deadlines are:
  October 8: Fall semester
  March 3: Spring semester

- **Certificate of Completion and Certificate of Competence Fees**
  A $2 fee per certificate, up to a maximum of $12 for multiple certificates, is payable at the time application is submitted. A $10 fee is charged for each diploma cover.
- **Hawaiian Language Diploma Fee**
  A $15 fee is payable at the time the graduation application is submitted. The Hawaiian Language Diploma is an option in addition to, and not an alternative for, the regular English language diploma.
- **Transcript Fee**
  A $5 fee is charged for a transcript sent outside the University of Hawai'i system. The fee is not charged for transcripts sent to another college within the UH system. Transcripts are usually processed within two weeks. A $15 rush fee is charged for transcripts requested within a 24-hour period.

  Transcript Request Forms are available at Admission & Records; at the Hana, Lahaina, Lana'i, and Molokai Education Centers; and online at: www.maui.hawaii.edu

Books, Supplies, Tools

The cost of books and supplies for full-time students averages $350 per semester. Students in certain career programs are additionally required to purchase personal hand tools which range from $35 to $625 depending upon the major. Students in need of financial assistance to absorb this cost should refer to the Financial Aid section.

Registration for Credit Courses

Students should check *MyUH* or the printed *Schedule of Classes* each semester for specific registration dates and procedures. The College provides students closest to graduation the highest registration priority.

Concurrent Registration

UH Maui College students may enroll in eClasses or other classes offered by the UH Community Colleges for which they have met the prerequisite. *Concurrent registration* is enabled online through *MyUH,* or by contacting Admission & Records, or an outreach coordinator at Hana, Lahaina, Lana'i, and Molokai.

Students may view at *MyUH* the online *Schedule of Classes* from the UH campuses. An e-Learn website providing information on eClasses and multi-campus distance delivery from the UH Community Colleges is available at: www.hawaii.edu/uhcc.e-learn

Attendance and No-Shows

Students are expected to be in attendance on the first day of class. *Instructors may drop students who are "no shows" on the first day, and add students who are not enrolled and show up the first day of class.*

Students dropped from class rosters will receive a refund if the drop is requested within the refund period. *A student who does not attend class and who does not officially withdraw from the class may receive the grade of F in that class.*

English and Math Placement

English and math placement tests, along with academic advising, ensure that students' course selections match their skill levels. COMPASS, a computerized, self-paced test, takes approximately two hours to complete. There is no fee for the initial COMPASS placement test. Results are valid for two years.

Effective Fall 2007, ACT and SAT scores may be applied for placement into ENG 100 and for courses requiring placement at ENG 100. The applicable cutoff score is the one used by UH Mānoa to place students in ENG 100.

Prior to registration, all first-time degree and/or certificate UHMC students who register for six or more credits are required to take the COMPASS tests for reading, writing and math. Exceptions to the policy will be made on a case-by-case basis. After completion of COMPASS, consultation with a counselor is highly recommended. Other students wishing to enroll in an English or math course, or a course requiring a specific English or math placement as a prerequisite, may take the COMPASS placement test at The Learning Center (TLC) during the scheduled hours. Study materials are also available in the TLC. Students should bring a photo ID and know their UH ID number.

For information, call 984-3240.

Health and Accident Insurance Requirement

Health Clearance - Both tuberculosis and measles (rubeola) clearance are required of all students and must be submitted prior to registration (see page 68).

Low cost health insurance is available to UH Maui College students. All international students are encouraged to enroll in a health and accident insurance program prior to their arrival in the U.S. and must show proof of enrollment in an insurance plan before enrollment into courses.

In compliance with public health regulations, new students must show evidence that they are free of active tuberculosis and measles *with admission application.* The College complies with all applicable requirements of other state health agencies and councils as may be required by law or by rules and regulations.

Applications for University approved and sponsored health plans are available at the Student Life and Student Services offices. Student Services also has a referral program for those in need of medical attention.

For information, call 984-3434.

Early Admission Program

Early Admit students may take any UH Maui College course for which the prerequisite is met. Specific courses taken depend upon the students' ultimate college plans. Enrollment is on a space available basis.

The Early Admission program provides educational opportunities for two categories of youth under 18 years of age.

1. Academically superior or vocationally gifted Early Admits are permitted to take one or two regular college courses during the summer following completion of their sophomore year, or during their junior or senior year, provided their high school approves and is able to make appropriate schedule adjustments. Besides the three required general admission documents, Early Admits applying under this category must submit a form 4140, Exceptions to Compulsory Education, issued by the Department of Education (DOE) that is signed by both a DOE representative and his/her parents.
2. Applicants who are officially released from high school and are under 18 years of age may be considered for early admission in courses or programs if™ the College determines that the student can benefit from its academic or vocational offerings. In addition to the three required general admission documents, individuals in this category must also submit a written release by the District Superintendent or designee.

Running Start Program

Running Start is a statewide program that provides an opportunity for academically qualified juniors and seniors to enroll in college classes through the UH system as a part of their high school coursework. This unique partnership between the Department of Education and the UH system allows public high school students to attend college classes during the fall, spring, and summer while earning high school and college credits. Currently, eight UH campuses participate in *Running Start:* UH Hilo, UH Maui College, Hawai'i CC, Honolulu CC, Kapiolani CC, Kauai CC, Leeward CC, and Windward CC.

International Student Applications

International applicants must comply with all regulations of the Immigration and Naturalization Service as well as with applicable policy of Board of Regents of the University of Hawai'i and the policies of UH Maui College. For purposes of clarifying requirements for admission, international students who are not US citizens and who have not been admitted to live in the US permanently are designated as non-immigrants. The College is authorized under federal law to enroll non-immigrant alien students. Contact Admission & Records for rules and regulations and admission requirements. *See page 68.*

In addition to the two general admission documents required for all students, international students must:

- Complete the International Student Supplementary Information form. Current bank statements and financial aid award letters must accompany the Supplementary Information form. *See: www.hawaii.edu/admissions/international.html*
- Take the Test of English as a Foreign Language (TOEFL) if from a non-English speaking country and achieve a score of 480 (paper based test) or 157 (computer based test) minimum (subject to change; for most recent TOEFL requirements refer to UH Maui College website). This test, developed and ad-

ministered by the Educational Testing Service, is given at international testing centers. Results should be received by the College. Students may schedule by:
Email: toefl@ets.org
Fax: 609-771-7500
Mail:
Test of English as a Foreign Language
Educational Testing Service
P.O. Box 6151, Princeton, NJ
U.S.A. 08541-6151

- In compliance with public health regulations, new students prior to enrollment must show evidence that they are free of active tuberculosis, and measles, mumps, and rubella. The College complies with all applicable requirements of other state health agencies and councils as may be required by law or by rules and regulations.
- Demonstrate proof of enrollment in a health and accident insurance plan before being permitted to enroll. The intent of this requirement is to protect international students against the high cost of unanticipated health care expenses resulting from accidents or illness. The average cost per year is approximately $500. More information is available from Student Life or Admission and Records *(see pages 62 and 68).*

International students are required to take a full course load (a minimum of 12 credit hours a semester toward their program).

Individuals from foreign countries who reside in the State of Hawai'i and who wish to be accepted as students at the College (and who seek student visas) should obtain additional information from the Registrar's Office.

For information, call 808 984-3517. Arrangements for housing must be made prior to arrival.

For student housing, see page 60.

Residency Regulations *(condensed)*

Students who do not qualify as bona fide residents of the State of Hawai'i, according to the University of Hawai'i rules and regulations in effect at the time they register, must pay the nonresident tuition. An official determination of residency status will be made prior to enrollment. Applicants may be required to provide documentation to verify residency status. Once classified as nonresidents, students continue to be so classified during their term at the College until they can present clear and convincing evidence to the residency officer that proves otherwise.

Some of the more pertinent University residency regulations follow. The complete rules and regulations are available at Admission and Records.

For information or interpretation, call the Registrar at 808 984-3267.

Definition of Hawai'i Residency

A student is deemed a resident of the State of Hawai'i for *tuition purposes* if the student (19* or older) or the student (under 19*) and his/her parents or legal guardian have:

- *Demonstrated intent* to permanently reside in Hawai'i *(see below for evidences);*
- Been *physically present* in Hawai'i for the 12 consecutive months prior to the first day of instruction, and subsequent to the demonstration of intent to make Hawai'i his/her legal residency; and
- The student, whether adult or minor, *has not been claimed as a dependent for tax purposes* for at least 12 consecutive months prior to the first day of instruction by his/her parents or legal guardians who are *not* legal residents of Hawai'i.

**The age of majority is 18 years. However, a person between the ages of 18 and 19, unless emancipated, cannot claim residency solely on the basis of himself/herself because he/she does not have the minimum 12 months residency which commences on his/her 18th birthday. Therefore, the applicant must claim a portion of the required 12 months on the basis of his/her parent or legal guardian.*

To demonstrate the intent to make Hawai'i your legal residency, the following evidence apply:

- Filing Hawai'i Resident State Personal Income Tax Return.
- Voting/registering to vote in the State of Hawai'i.

Other evidence, such as permanent employment and ownership or continuous leasing of a dwelling in Hawai'i, may apply, but *no single act is sufficient to establish residency in the State of Hawai'i.*

Other legal factors involved in making a residency determination include:

- The 12 months of continuous residence in Hawai'i shall begin on the date upon which the first overt action (see evidence) is taken to make Hawai'i the permanent residence. Residence will be lost if it is interrupted during the 12 months immediately preceding the first day of instruction.
- Residency in Hawai'i and residency in another place cannot be held simultaneously.
- Presence in Hawai'i primarily to attend an institution of higher learning does not create residence status. *A nonresident student enrolled for 6 credits or more during any term within the 12-month period is presumed to be in Hawai'i primarily to attend college. Such periods of enrollment can not be applied toward the physical presence requirement.*
- The residency of unmarried students who are minors follows that of the parents or of the legal guardian. Marriage emancipates a minor.
- Resident status, once acquired, will be lost by future voluntary action of the resident inconsistent with such status. However, Hawai'i residency 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, provided that Hawai'i is claimed and maintained as the person's legal residence.

These considerations do not exhaust all the factors that affect the determination of residency. For information consult *Rules and Regulations Governing Determination of Residency as Applied to Tuition Payments and Admission at All Institutions Under the Jurisdiction of the Board of Regents of the University of Hawai'i.*

Board of Regents Exemptions

Once classified as nonresident status, students continue in this status at the College until submitting satisfactory evidence to Admission & Records that proves otherwise.

The maximum number of nonresident students that can be accepted by the College is limited by Board of Regents policy. Students classified as nonresidents are required to pay nonresident tuition, unless exempted from paying such tuition through one of the statutory exemptions listed below:

1. *Nonresidents may be allowed to pay resident tuition if they qualify as one of the following:*
   - United States military personnel and their authorized dependents during the period such personnel are stationed in Hawai'i on active duty.
   - Members of the Hawai'i National Guard & Hawai'i-Based Reserves.
   - Full-time employees of the University of Hawai'i and their spouses and legal dependents (as defined under Internal Revenue Service rules.)
   - East-West Center student grantees pursuing baccalaureate or advanced degrees.
   - Hawaiians, descendents of the aboriginal peoples that inhabited the Hawaiian Islands and exercised sovereignty in the Hawaiian Islands in 1778.
2. *Citizens of the an eligible Pacific Island district, commonwealth, territory, or insular jurisdiction, state, or nation which does not provide public institutions that grant baccalaureate degrees may be allowed to pay 150% of the resident tuition. At time of publication, these included the following:*

   American Samoa, Commonwealth of the Northern Marianas, Cook Islands, Federated States of Micronesia, Futuna, Kiribati, Nauru, New Caledonia, Niue Republic of Palau, Republic of the Marshall Islands, Solomon Islands, Tokelau, Tonga, Tuvalu, Vanuatu, Wallis

This list is subject to change. For a current list, contact the Admissions & Records office or visit: www.hawaii.edu/admissions

Misrepresentation

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

Appeal Process

Residency decisions may be appealed by contacting the residency officer for information on how to initiate an appeal. Appeals are heard by the Committee on Resident Status only after the resident tuition is paid.

Refund Policy

Several refund policies are applicable:

1. Regular Academic Semester

In the event students initiate before the fifth week of instruction a complete withdrawal from the University (or College), changes from full-time to part-time status, or changes from one tuition rate to another, if applicable, tuition and special course fees are refunded as indicated below:

- 100% refund for complete withdrawal only if made before or during the first week of instruction as announced in the registration information booklet.
- 50% refund if complete withdrawal or change in status or tuition rate is made within the second and third weeks of instruction, unless otherwise stipulated by federal regulations.

When changes by the College to the published schedule of classes precipitate a complete withdrawal, or a change from full-time to part-time status, or a change from one tuition rate to another tuition rate, 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 of the Vice Chancellor of Academic Affairs or Vice Chancellor of Student Affairs:

- 100% refund if complete withdrawal is necessary and if application for refund is made within two weeks of the date of change(s) to the published schedule.
- The difference between the amount assessed at registration at the start of the semester and the amount assessed due to change in status or tuition rate 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 students secure the required approvals, students must submit the application for refund to the campus Business Office for payment. In no case shall payment of a refund be made when a student fails to make application for a refund within two weeks of date of withdrawal, change in status, or change in tuition rate.

2. Special Course Fees

For CCECS, Summer Session, and other short-term courses:

- 100% refund for complete withdrawal if made on or before the last working day before the first day of instruction.
- 50% refund in accordance with the following schedule, based on length of the course term and number of calender days elapsed, including the first day of class instruction, when the withdrawal is made:

Term	50% Refund
1 week	No refund
2 weeks	1-3rd day
3 weeks	1-4th day
4 weeks	1-5th day
5 weeks	1-7th day
6 weeks	1-8th day
7 weeks	1-10th day
8 weeks	1-11th day
9 weeks	1-12th day
10 weeks	1-13th day
11 weeks	1-14th day
12 weeks	1-15th day
13 weeks	1-16th day
14 weeks	1-17th day
15 weeks	1-18th day
16 weeks	1-19th day

For credit courses with unique distribution of class meeting hours through the term of the course, the refund schedule is based on the elapsed instructional time for that course as a percentage

of the total instructional time for that course:

- 100% refund for complete withdrawal if made on or before the last working day before the first day of instruction.
- 50% refund in accordance with the schedule in the previous column, based on length of the course term and number of calendar days lapsed, including the first day of class instruction when the withdrawal is made.

For non-credit courses or workshops:

- One to five weeks in length - 100% refund for complete withdrawal if made on or before the last working day before the first day of class meeting; thereafter, no refund.
- Six weeks or longer - 100% refund for complete withdrawal if made on or before by the sixth working day, after the first day of class instruction; thereafter, no refund.

Refunds for financial aid students who withdraw completely or stop attending classes will be made in accordance with federal regulations.

For information, call the Financial Aid Office at 984-3277.

3. Student Activity, BOSP Fees, Student Health Fees, and Student Technology Fee

- 100% refund of student activity fee, student health fee, board of student publications fee, and student technology fee if complete withdrawal is made within the first week of instruction.
- No refund of student activity, student health fees, board of student publications, and student technology fee if complete withdrawal is made after the first week of instruction.
- No refund of the student activity fee or student technology fee in cases of voluntary change from full-time to part-time status after the first week of instruction.

Employment of Graduates

Section 177.64 of *Rules and Regulations Governing the Guaranteed Loan Program (20 U.S.C. 1071 through 1087-1)* requires that participating institutions make a good faith effort to present prospective students, prior to the time they obligate themselves to pay tuition, with a complete and accurate statement about the institution, its current academic or training program, and its faculties and facilities, with particular emphasis on those programs in which the prospective students have expressed interest. Further, in the case of an institution having courses of study, the purpose of which is to prepare students for a particular vocational, trade, or career field, such statement shall include information regarding the employment of students enrolled in such courses, in such vocation, trade, or career field.

Accordingly, applicants (prospective students) are advised to secure copies of the current catalog of each of the campuses of the University of Hawai'i at which the applicants are seeking admission in order to gain information describing the nature of the campus, its academic and student services programs, its faculties, and its facilities. Further, applicants are advised to contact the placement center at each campus of the University of Hawai'i at which applicants are seeking admission in order to gain information describing the potential for employment of applicants who enroll in the programs in which applicants are also seeking to enroll.

Non-Discrimination and Affirmative Action

It is the policy of the University of Hawai'i to comply with Federal and State laws which prohibit discrimination in University programs and activities, including but not necessarily limited to the following laws which cover students and applicants for admission to the University:

- Title VI of the Civil Rights Act of 1964 as amended *(race, color, national origin)*
- Age Discrimination Act of 1975 *(age)*
- Titles VII and VIII of the Public Health Service Act as amended *(sex)*
- Title IX of the Education Amendments of 1972 *(sex, blindness, severely impaired vision)*
- Section 504 of the Rehabilitation Act of 1973 *(disability)*
- to comply with Federal and State laws which mandate affirmative action and/or prohibit discrimination in employ ment *(including but not limited to hiring, firing, upgrading)*, salaries, benefits, training, and other terms, conditions, and privileges of employment
- Title VII of the Civil Rights Act of 1964 as amended *(race, color, national origin, religion, sex, pregnancy)*
- *Executive Order 11246 as amended (race, color, national origin, religion, and sex)*
- Equal Pay Act of 1963 as amended by Title IX of the Education Amendments of 1972 *(sex)*
- Age Discrimination in Employment Act of 1967 *(ages 40-70)*
- Section 402 of the Vietnam Era Veteran's Readjustment Assistance Act of 1974 *(veteran's status)*
- Section 503 and 504 of the Rehabilitation Act of 1973 *(disability)*
- Hawai'i Revised Statutes, Chapter 76, 78, 378 *(race, sex, sexual orientation, age, religion, color, ancestry, political affiliation, disability, marital status, arrest and court record)*

The UH Community Colleges strive to promote full realization of equal opportunity through a positive, continuing program including Titles I-IV of the Americans with Disabilities Act (ADA) P.L. 101-336. Accordingly, vocational education opportunities will be offered without regard to race, color, national origin, sex, or disability. American citizens or immigrants with limited English proficiency skills will not be denied admission to vocational education programs.

In addition, employees and applicants for employment are protected under Title IX and Section 504.

As an integral part of its Policy on Nondiscrimination & Affirmative Action, the Office of the President, University of Hawai'i hereby declares and reaffirms its commitment to the University's pursuit of equal education and employment op-

portunity and further declares that any harassment of students or employees on the basis of sex is prohibited and will not be tolerated.

Complaints of this nature are addressed by Robyn Klein.
Phone: 808 984-3345.

Individuals designated to coordinate the UH Community College nondiscrimination and affirmative action programs are:

EEO/AA Community Colleges

Mary Perreira
2327 Dole Street
Honolulu, Hawai'i 96822
Phone: 808 956-4650 (VIT)

Title IX Coordinator

Alvin Tagomori
Vice Chancellor of Student Affairs
UH Maui College
Phone: 808 984-3515

EEO/AA Coordinator

Robyn Klein
UH Maui College
Phone: 808 984-3345

Section 504 Coordinator

Alvin Tagomori
Vice Chancellor of Student Affairs
UH Maui College
Phone: 808 984-3515

Discrimination Complaints

Students, employees, or applicants for admission or employment who believe that they have been discriminated against on the basis of race, sex, age, religion, color, ancestry, sexual orientation, national origin, disability, marital status, veteran's status, or arrest and court record may file a complaint with:

Robyn Klein, EEO/AA Coordinator
Ka Lama 213 Phone: 808 984-3345

The EEO/AA coordinator will explain the available avenues of recourse and direct the person to the appropriate person or office. The process of addressing allegations of discrimination are described in the *Administrative Procedure A9-920 2210 UH Community College Procedures and Guidelines, Relating to Complaints of Discrimination and in campus Section 504/ADA Grievance Procedure.*

Students may also file complaints of discrimination with the:

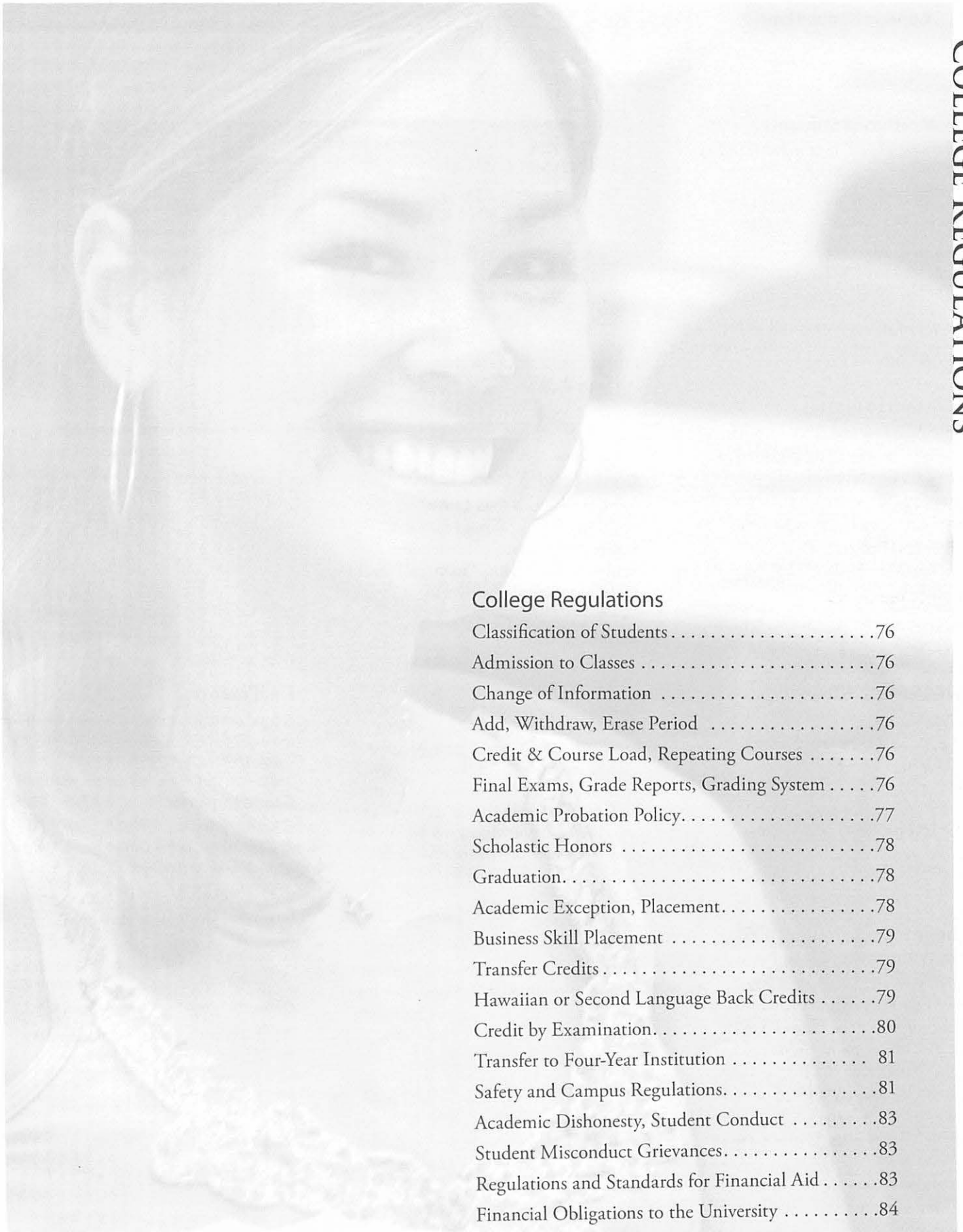
Office of Civil Rights
915 Second Avenue, Rm 3310
Seattle, WA 98174-1099
Phone: 206 220-7920
Fax: 206 220-7887

Family Education Rights and Privacy Act

Pursuant to Section 99.6 of rules and regulations governing the Family Educational Rights & Privacy Act of 1974 (hereinafter the Act), students in attendance at the University of Hawai'i - UH Maui College are hereby notified of the following:

1. It is the policy of UH Maui College to subscribe to 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 the student's education records.
   c. The right of protection from disclosure by UH Maui College of personally identifiable information contained in education records without permission of the student involved.
   d. The right to file complaints concerning alleged failures by UH Maui College to comply with the Act.
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 Office of the Vice Chancellor of Student Affairs at UH Maui College.
4. Students are advised that certain personally identifiable information is considered by the College to be Directory Information and, in response to public inquiry, may be disclosed in conformance with state law, at the College's discretion, without prior consent of the student unless the student otherwise so informs the College not to disclose such information.
   - Name of student
   - Local address and zip code maintained in campus locator printout
   - Local telephone number maintained in the campus locator printout
   - Major field or study
   - Educational level *(freshman, sophomore, etc.)*
   - Fact of participation in officially recognized activities or sports
   - Weight and height of members of athletic teams
   - Dates of attendance
   - Degrees and awards received

   Students have the right to request that any or all of the above items not be designated Directory Information with respect to themselves. Should students wish to exercise this right, they must, in person and in writing, not earlier than the first day of instruction nor later than 14 calendar days from the first day of instruction for the academic term or semester, or the fourth day of a summer session, inform Admission & Records which of the above items are not to be disclosed without the prior consent of the students.
5. A parent or spouse of a student is advised that information contained in educational records, except as may be determined to be Directory Information, will not be disclosed to him/her without the prior written consent of the son, daughter, or spouse.



College Regulations

Classification of Students 76
Admission to Classes 76
Change of Information 76
Add, Withdraw, Erase Period 76
Credit & Course Load, Repeating Courses 76
Final Exams, Grade Reports, Grading System 76
Academic Probation Policy. 77
Scholastic Honors 78
Graduation. 78
Academic Exception, Placement. 78
Business Skill Placement 79
Transfer Credits 79
Hawaiian or Second Language Back Credits 79
Credit by Examination. 80
Transfer to Four-Year Institution 81
Safety and Campus Regulations. 81
Academic Dishonesty, Student Conduct 83
Student Misconduct Grievances. 83
Regulations and Standards for Financial Aid 83
Financial Obligations to the University 84

Classification of Students

Full-time students are enrolled for 12 or more credits per semester.

Part-time students are registered for fewer than 12 credits per semester.

Classified students are defined as individuals who have declared (i.e., notified the College of) a specified major.

Unclassified students are enrolled for courses, but do not wish to earn a degree or certificate.

Admission to Classes

Before attending any class, students must have completed the registration procedure, which includes the payment of fees and tuition within the registration period. *See page 152 for dates.* Students who attend classes without completing the registration process will not be considered as officially enrolled. *The fee receipt provided during registration may be required by instructors for admission to classes.*

Change of Information

Changes in student information (address and phone number) may be made online at *MyUH*. A Change of Information form is also available at Admission and Records and at Outreach Centers in Hana and Lahaina and on Lana'i, and Molokai. Students may also consult with a counselor regarding a change to their major.

Change in Registration: Add, Withdrawal, Erase Period

Students may add courses up to the final day of Late Registration in each semester. Mini-courses may be added up to the start date of each mini-course. Requests to add courses after this period must be approved by the instructor of the course. Forms for such action may be obtained at Student Services. *See section on Tuition & Fees on pages 68-69.*

To withdraw completely from the College, students must complete a withdrawal form available at Student Services nine weeks prior to the last day of instruction. No fee is charged. *See Registration Calendar on page 152 for dates.*

Credit Load

Students will be allowed to register for up to 16 credits. Starting the week before the first week of instruction, students may enroll for additional credits with the approval of a counselor.

Course Credit

All classes require students to spend out-of-class time, as well as in-class time for face-to-face classes. Face-to-face classes expect that for each 1-credit, students spend 1 hour of in-class time and 2 hours out-of-class time. For a typical 3-credit class, students attend 3 hours/week of class time, and spend 6 hours of out-of-class time on class work. Online classes combine these hours for a total of 9 hours/week spent on each 3-credit course.

Course Load

It is important for students to balance their class and study time, employment, and other commitments. The following table is a guide to students for balancing work with school.

Employed hrs./wk.	Recommended load
40 hrs.	3 - 7 cr.
30 hrs.	6 - 9 cr.
20 hrs.	9 -12 cr.
10 hrs.	12 -15 cr.
none	15 -18 cr.

Repeating Courses

Students may repeat any UH Maui College course once with the instructor's permission, then may repeat a course only with the permission of the Vice Chancellor of Academic Affairs. The credit from a repeated course is entered once toward the credit earned and applied only once toward a certificate or degree requirement, unless specified otherwise in the course description. All grades are reflected on the transcript, but only the highest grade is computed into the grade point average.

Final Exams

A final evaluation period is designated for the end of each semester. *See the printed schedule of classes or page 152.*

Grade Reports

Grade Reports are viewable online at *MyUH*. Requests for a hard copy may be made at Admission & Records or from the Hana, Lahaina, Lana'i, or Molokai Education Center Coordinators.

Grading System

The system of grades and grade points is:

Option I		(A-F Grading)
A	Excellent	4 grade points
B	Above Average	3 grade points
C	Average	2 grade points
D	Minimal passing	1 grade point
F	Failure	0 grade points
N	Work in Progress	0 grade points
W	Withdrawal	No grade points
I	Incomplete	No grade points
L	Audit	No grade points
Option II		**(Credit/No Credit)**
CR	Credit	No grade points
NC	No Credit	No grade points
I	Incomplete	No grade points
W	Withdrawal	No grade points

Students may select the grading option desired via the *MyUH* portal at the time of registration. They may elect to take most courses as either the graded Option I (A, B, C, D, F, N, W, I, L) or the Credit/No Credit Option II (CR, NC, I, W).

If students do not change the grading option, they will receive a letter grade for the course. If they wish to change the option to CR/NC, they must change it via the *MyUH* portal up to the deadline published in the *Schedule of Classes* or *on page 152*. Change of option to Audit must be done in person at Admissions and Records. It is the responsibility of students to inform instructors of the grading option elected prior to the deadline to change grades. Without a declaration, instructors will assume that students have elected Option I.

The N Work in Progress grade is used only in specific remedial-developmental courses: ENG 15, 19, 21, 22, and 90v; LSK 30 and 90v; MATH 18 and 82. The N grade indicates that the student is not yet prepared to succeed at the next level. N grades do not affect the GPA and may be repeated as specified in the College Repeat Policy.

Students are cautioned that courses in which an N grade is awarded might not be counted towards *"satisfactory academic progress"* under certain federally supported financial aid programs. Students are advised to check with the Financial Aid Office.

An Incomplete (I) will be given to students who were progressing satisfactorily during the semester, but failed to complete the semester because of illness or other conditions beyond the students' control. The Incomplete will become the grade the instructor has indicated depending upon the grading option (I or II) selected. For example, an I/D will become a D if the work is not completed satisfactorily before the Incomplete Deadline of the next academic term. *See page 152 for deadline.* It is the responsibility of students to inform their instructor if they wish to take an Incomplete.

A Credit (CR) grade is equal to grade C or better. Credits are awarded for CR grades, but no grade points are calculated.

An Audit (L) grade will be given to students who enroll in courses as auditors. Credits are not awarded under this option. Students must declare themselves as auditors by the deadline to select audit grade published in the *Schedule of Classes, or see page 152 for deadline.*

A grade point ratio (GPR) is determined by multiplying the credit received for a course by the number of grade points and dividing by the total number of credits attempted.

Note these exceptions:

1. A maximum of 30 semester credits of CR grades may be applied toward a degree program at UH Maui College. It is strongly recommended that students take courses in their major on a letter grade basis.
2. Certain courses are designated as CR/NC only. These courses may be taken only on a credit/no-credit basis.

Note these cautions:

1. Students intending to transfer to a four-year institution should consult the catalog of that institution to determine its policy regarding acceptance of CR grades.
2. The Credit/No Credit option at UH Mānoa is limited to elective courses. The CR/NC option is not allowed for any course taken to fulfill a University or College core requirement nor a Department requirement, with the exception of those courses designated Credit/No Credit only. Students planning to transfer to UH Mānoa should follow this UH Mānoa policy when taking courses at UH Maui College.
3. Scholarships are often contingent upon successful graded scholastic performance.
4. Students opting to take courses for CR/NC when the letter grade option is available are not eligible for the Dean's Honor List.
5. No audited classes are allowed for financial aid.

Academic Probation Policy

A cumulative GPA of 2.0 is required to remain on satisfactory academic progress at UH Maui College. Students who do not meet this minimum GPA at the end of any semester will receive a warning of unsatisfactory academic progress. If satisfactory progress is not made in ensuing semesters, students will be placed on academic probation and eventually suspended or dismissed from the College.

All students notified of unsatisfactory academic progress are required to meet with an academic counselor prior to registration so that an academic plan can be created.

- **Warning**

  Students will be placed on academic warning at the end of any semester in which their cumulative GPA falls below 2.0. A warning is not notated on the permanent academic record. Warned students may continue to attend UH Maui College but must raise their cumulative GPA to 2.0 or higher in the semester immediately following. Failure to do so will result in academic probation.

- **Probation**

  If students on warning fail to raise their cumulative GPA to a 2.0 or higher, they will be placed on academic probation. Notation of probation is made on the student's permanent academic record. Probationary students may continue to attend UH Maui College under the following terms:

  1. Students will be allowed to enroll only in courses approved by an academic advisor.
  2. Students will meet regularly, thereafter, with that advisor to review progress.
  3. Students must earn a semester GPA of 2.0 or higher in each probationary semester.
  4. Students will remain on probation until their cumulative GPA is raised to 2.0 or higher.
  5. ***Students on probation receiving term/semester GPA ratio below 2.0 for two consecutive semesters will face suspension.***

- **Suspension**

  Students will be suspended for failing to meet the terms of probation. Notation of academic suspension is made on the student's permanent academic record. Suspended students are eligible to apply to UH Maui College after a wait period of at least two full semester (not including summer session). Students returning after suspension will be placed on probation during the semester of re-entry. Under extenuating circumstances, a waiver of the wait period may be granted, allowing the student to enroll. The student must apply for a waiver from the Vice Chancellor of Academic Affairs prior to the official first day of instruction for the following semester. Suspension can occur only once; failure to meet the terms of probation after returning from suspension will result in dismissal.

- **Dismissal**

  Students returning after suspension may be dismissed for failing to meet the terms of probation. A dismissed student may be readmitted only after careful review of their academic record and meeting with the Vice Chancellor of Academic Affairs.

- **Removal from Probation**

  Students will be removed from probation once the cumulative GPA is raised to 2.0 or higher.

- **Appeals**

  Students may always appeal a decision regarding academic probation, suspension or dismissal by filing a formal petition with the Vice Chancellor of Academic Affairs. Appeals must be filed as soon as notification of probation, suspension is received, and prior to the first day of instruction of the following semester.

Scholastic Honors

- **Dean's List**

  Each semester a Dean's List is compiled recognizing students with a grade point ratio of 3.5 or better in 11 or more credits with a letter grade. The CR grade may be used only when the letter grade option is not available.

- **Phi Theta Kappa**

  Phi Theta Kappa, a national honor society for two-year colleges, was chartered at UH Maui College in 1972 as the Psi Sigma chapter. Its objectives are to promote scholarship and to develop character, leadership, fellowship, and service among talented students in two-year colleges nationally and internationally.

  To qualify for membership, students must have completed 12 or more credits at the College, be enrolled toward a degree, and have a grade point ratio of 3.5 or better with no F, incompleted I, or NC grade recorded for the semester.

- **Graduation with Honors**

  Students who achieve a cumulative grade point ratio of 3.5 for credit earned at this College will receive their Degrees or Certificates of Achievement with honors. Only students who earned at least 27 credits at the College, of which at least 24 credits were taken for a letter grade, are eligible for graduation with honors.

Graduation

In order to receive a degree or certificate, students must complete the Graduation Application process. A graduation checklist outlining the requirements is available at the Counseling Center or at Admission and Records. Preparation for graduation, including meeting all the requirements, is the responsibility of the student. A commencement ceremony takes place at the end of each Spring semester.

Students are required to schedule an appointment with a counselor to complete the appropriate graduation application and to make payment of degree/certificate fees at the Cashier's Office. *See page 152 for deadline.*

Continuing students *(with no break in enrollment)* may meet the program requirements stated in the catalog for their year of entry into a program major, or they may choose to meet the requirements of any subsequent change in the program. However, students who stop-out must meet program requirements of the Catalog in effect upon their re-entry, or may choose to meet the requirements of subsequent program revisions that occurred while they were continuously enrolled.

Academic Exception

Students wishing to request an exception to program requirements as stated in the Catalog should consult with a counselor and then contact the Vice Chancellor of Academic Affairs for specific application procedures.

Advanced Placement

Students with knowledge and skills obtained through previous coursework or experience have several options for applying additional credit to their College programs.

Business Skill Placement

Students with previous keyboard training may place in a more advanced course, commensurate with their speed and skill. Upon completion of intermediate or advanced courses with grade C or better, students may initiate a request to receive credit (CR) for the lower level course(s). *(Business Technology majors may not apply BUSN 121 credit to satisfy a Business elective requirement.)*

For information, consult Business Technology program coordinator, Chuck Carletta at 984-3305, or a counselor at 984-3306.

2+2 Credit-by-Articulation

High school students may earn "advanced credits" by taking high school courses that are articulated with UH Maui College courses through the 2+2 Credit-by-Articulation program. Participation in the 2+2 program may enable students to shorten the length of time it takes to complete a certificate or degree from the College.

For the list of articulated courses and the procedure for receiving UH Maui Colllege credit for articulated high school courses, call 984-3614.

Transfer Credits

Students transferring from another institution of higher education may be allowed credit for previous academic work. Students are responsible for having official transcripts of previous work sent directly to Admission & Records by the institutions previously attended, and to apply for evaluation of transcripts for advanced standing. Applications for advanced standing are available at Student Services.

Advanced Standing

The College offers students who have received prior education or training the opportunity to gain advanced standing. Final approval of the credit to be granted must be made by the Vice Chancellor of Academic Affairs. All such credit is granted on the Credit/No Credit basis. Applications are available from Admission & Records.

Hawaiian or Second Language Back Credits

Students who placed above the 101 level in Hawaiian or foreign languages offered at the College can receive, at no additional cost, credits for the courses for which they are exempted upon completing the next course in the sequence with grade C or higher.

For example, upon completing 102 with a C or better, students will also earn the credit for 101; upon completing 202 with a C or better, students will also earn the credit for 101, 102, and 201.

Students who place above the 202 level, including native speakers of the languages, can receive credit for the full course sequence provided they complete, with grade C or higher, any course in any field (e.g., history, literature, culture, language, Hawaiian studies, anthropology, education, or musicology) in which they make significant use of the language. The judgment as to "significant use" is normally made by the instructor of the course students have taken. If no classes above 202 are available which provide "significant use," students or native speakers must pass the 202 course with grade C or better.

Implementation Guidelines

1. Eligibility:

The UH Maui College back credit policy went into effect in Fall 2006. Classified students at the College may apply for back credits in language. The back credits will count toward the College's degrees and certificates.
Note: The University of Hawai'i at Mānoa (UHM) allows back credits only to those students who entered the University of Hawai'i (UH) system in Fall 2001 or later, or who have chosen to graduate under the UHM General Education Requirements adopted in Fall 2001. Other colleges or universities in the UH system and elsewhere may have different policies regarding back credits or policies that may prevent the transfer of UH Maui College back credits.

2. Placement Examination:

See Hawaiian or foreign language departments to schedule a placement exam. Based on the results of the placement tests and/or oral interviews with language teachers at the College, students are placed in 100 or 200 level language courses.

3. Bilinguals:

Bilinguals and native speakers are eligible for back credits, providing they complete with grade C or higher an appropriate post-202 language course. Students should contact the Hawaiian or foreign language departments for a list of courses above 202 that may be available in language at UH Maui College, or via distance education.

4. Back Credits/Grades:

Back credits are awarded with no grade designation.

5. Transfer Credits:

Students may not apply for back credits based on courses above 101 taken outside the UH system or in high school, including those courses for which AP credits have been granted by UH Maui College.

6. Number of Languages:

Back credits may be earned for only one language.

7. Number of Credits:

Students may earn from 3 to 16 back credits - 6 to 8 for first-year language courses, and 6 to 8 for second-year language courses.

8. Petition Forms:

Back credits will not be awarded automatically. Students interested in obtaining back credits must initiate the process. Forms for back credit requests are available through language course instructors or the Humanities Department office.

Credit by Examination

All students officially registered in a course who present evidence to the instructor that through experience or training they have had the equivalent of the course, but have not received college credit for it, may apply for credit by examination.

Upon application by students and approval by the appropriate instructor and department chair, a comprehensive test shall be administered and evaluated by the instructor. Students are encouraged to apply for and take the exam prior to the end of the late registration period. An examination may not be repeated. No special fee is charged. Only Credit/No Credit grades are given. A CR grade will not be computed in the GPR, but credits earned can be counted toward graduation. Credits earned by examination are not eligible for financial aid.

Credit may be earned for courses parallel to those offered by the College by taking College Level Examination Program (CLEP) tests. To receive credit, one must be enrolled at the College, but not necessarily in the course(s) for which examined. The number of credits awarded is based upon the credit value of parallel courses at the College. Only the CR grade is given.

Minimum test scores for receiving credit will be those published by the College Entrance Examination Board. Credit by examination through the CLEP program in an elementary foreign language course is not available if the applicant is a native speaker of that language.

For information, call 984-3306.

Credit for Military Education

Evaluation of structured military education courses for credit is a function of Admission & Records. The American Council in Education Guide will be used for determining credit value and relevance to UH Maui College programs. Only Credit/No Credit grades are given.

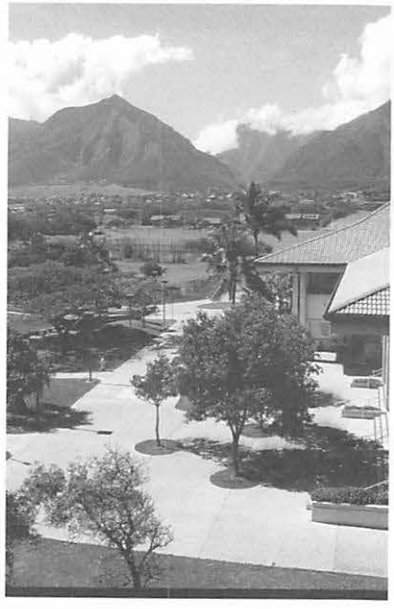
Credit for Non-Collegiate Instruction

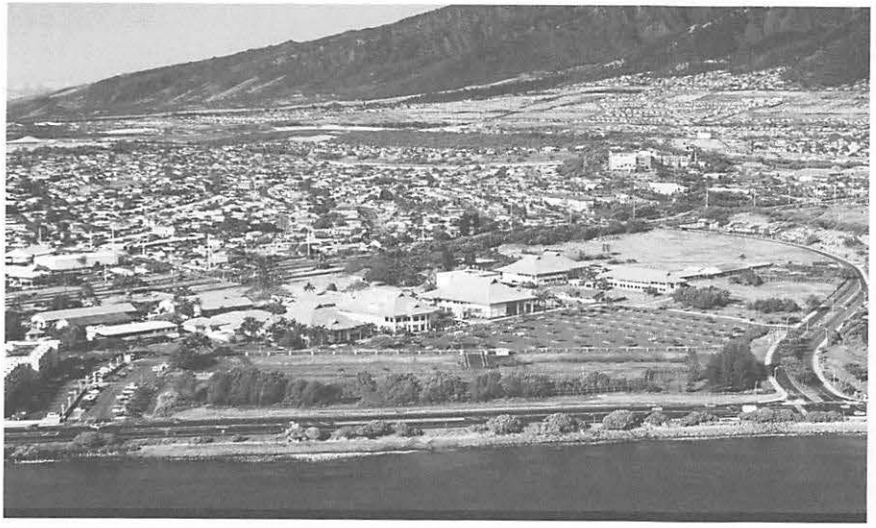
College credit may be awarded for successful completion of a formal course offered by an institution other than a college (e.g., labor union courses, agency training programs, professional workshops, military courses) if that course is found comparable to college level material.

An evaluation will be done only for enrolled students who have completed at least 12 credits of regular offerings at the College. Only credits applicable toward a designated associate degree or certificate will be evaluated. If students who have been granted credit for such courses decide to change their program, the non-traditional credits already granted must be re-evaluated for applicability to the new program. No more than one-third of the credits required for a degree or certificate may be earned through non-traditional methods. Only a CR grade is assigned for such courses. If students transfer to another college, transfer of non-collegiate credits is subject to the policies of the admitting institution.

Credit for College Board Advanced Placement Exams

Students who take the College Board Advanced Placement Examination may be granted college credit for equivalent courses offered at the College in accordance with the criteria established by the UH Mānoa College of Arts & Sciences. Application forms for Advanced Standing Credits are available at Admission & Records and the Counseling Center. Because policies regarding acceptance of Advanced Placement score levels vary with each college, those who plan to transfer elsewhere should seek information regarding applicability of such scores to their particular majors.





Transfer to Four-Year Institutions

Four-year colleges and universities have different lower division requirements, which change frequently. Students should select UH Maui College courses according to their intended major at the four-year institution where they plan to transfer. Students are responsible for identifying the specific requirements of the institution and program to which they plan to transfer. Students are encouraged to consult a counselor.

Articulated AA Degree

Students who have earned an articulated Associate in Arts (AA) degree from a UH Community College shall be accepted as having fulfilled the general education core requirements at all other UH campuses. While an articulated AA degree satisfies general education core requirements, students must also complete all specialized lower-division, major, college, and degree/graduation requirements.

Additional campus-specific requirements, such as competency in a foreign language or writing-intensive courses, may also be required. With planning, most if not all of those requirements may be incorporated into the AA degree; if not, they are required in addition to the AA degree.

As requirements will differ among the colleges in the UH system, students should be guided by the most current information and consult UH Maui College counselors for assistance.

Transfer to UH Hilo, UH Mānoa, or UH West Oahu

Before transferring to the UH Hilo, Mānoa, or West Oahu, students should plan their UH Maui College academic program according to requirements of their intended major at the receiving institution. Students who intend to transfer are urged to verify UH Maui College course selections with a counselor for equivalency at the receiving institution before each semester's registration.

Core Courses

College catalogs, published once per year or less frequently, do not always reflect the most recent campus actions involving UH system core courses. For current information about core courses, visit: www.hawaii.edu/admissions/transfers.html

Safety Regulations

In classrooms, labs, and shops, and on field trips, the personal safety of students and instructors is extremely important. Safety lectures, demonstrations, quizzes, and other activities are a regular part of the College's instructional program.

Certain types of protective equipment are required for participation in many activities taking place in classrooms, labs, and shops. Students are required to participate fully in safety-related instruction, furnish their own personal protective equipment, supplies, and uniforms when required, and utilize College protective equipment when provided. Failure to act in a safe, responsible manner may result in immediate removal from class.

Campus Security

The College is concerned about the safety and welfare of all campus members and guests, and is committed to providing a safe and secure environment. Because no campus is isolated from crime, the College has developed a series of Policies and Procedures that are designed to ensure that every possible precautionary measure is taken to protect persons on the campus.

In an emergency on the Kahului campus, call:

- Campus Security at 984-3255;
- the Maui Police Department at 911 (or 9-911 from an inside line);
- the Vice Chancellor of Administrative Affairs at 984-3253;
- or the Vice Chancellor of Student Affairs at 984-3268.

Campus Parking and Vehicles

The College has in place rules governing campus parking and vehicles. The purpose of these rules is to increase pedestrian safety, reduce traffic congestion, and provide for safe and orderly parking on the campus. Any motor vehicle may be removed from the campus at the expense of the owner/driver of the vehicle if it is in violation of these rules.

Violations include: parking in prohibited areas such as, but not limited to, the following: on grassed areas, medial strips, sidewalks, in reserved or loading stalls, in "No Parking" areas, or along areas painted red and yellow (e.g., too close to intersection, in loading zones and driveway areas); driving on areas other than streets, roads, or parking areas; speeding over 15 miles per hour or other posted limits; reckless driving; failure to heed directions of a duly authorized officer; and failure to heed directions given on an official sign (e.g., failure to stop at stop sign, failure to obey a traffic sign).

All owners and operators of motor vehicles parked or operated on campus shall assume the risk of, and the College and University shall not be responsible or

liable for, any loss or damage occasioned by fire, theft, or other casualty to motor vehicles or any contents therein. Each such owner and operator of a motor vehicle parked or operated on campus shall indemnify and save harmless the College and University from and against all claims, demands, costs, and expenses whatsoever arising out of or in connection with parking or operation of such motor vehicle on campus.

Smoking

Smoking is prohibited on campus except in designated smoking areas, in accordance with the state 2006 Smoke Free Hawai'i Law and University policy.

Effective November 2006, the State of Hawai'i implemented a new Tobacco Products policy in an effort to improve the working and learning environment and protect faculty, staff, students, and visitors from secondhand smoke exposure. Among areas where smoking is prohibited by law:

- all interior space owned, rented, or leased by the university;
- in building courtyards, breezeways, and terraces, on exterior stairways and access ramps, and outdoor dining patios, terraces, and lanais;
- within 20 feet of building entrances, exits, air intake ducts, vents, and windows of buildings;
- any area that has been designated by the person having control of the area as a non-smoking area and marked with a no smoking sign. For additional details about the policy, visit: www.hawaii.edu/smokingpolicy

Additionally, a more limited policy for UH Maui College has been implemented. For the College's smoking policy, contact the Vice Chancellor of Administrative Affairs at 984-3253.

Pets on Campus

No pets, except service dogs, are allowed on campus.

Illicit Drugs and Alcohol

In conformance with existing law, University faculty, staff, and students are not permitted to manufacture, distribute, possess, use, dispense, or be under the influence of illegal drugs and/or alcohol as prohibited by state and federal law, at University-sponsored or approved events or on University property or in buildings used by the University for education, research, or recreational programs.

Consistent with its mission, the University will cooperate with law enforcement agencies responsible for enforcing laws related to use of illegal drugs and alcohol. Students found in violation of this part shall be subject to provisions of the Student Conduct Code. Faculty and staff found in violation of this part are subject to disciplinary action as provided in collective bargaining agreements, University policy, and other applicable state laws and rules.

The University recognizes that substance abuse is a complex problem that is not easily resolved solely by personal effort and may require professional assistance and/or treatment. Students, faculty, and staff members with substance abuse problems are encouraged to take advantage of available diagnostic, referral, counseling, and prevention services. The University will not excuse misconduct by employees and students whose judgment is impaired due to substance abuse.

The purchase, possession, or consumption of alcoholic beverages is regulated by state law. Students are expected to know and abide by state law and by University rules and regulations governing the use and consumption of alcoholic beverages on campus. Students are referred to Board of Regency policy, executive policies, and campus guidelines regulating the use and consumption of alcoholic beverages on campus.

Students are not permitted to be under the influence of, possess, manufacture, distribute, or sell illicit drugs, as prohibited by state law, at University sponsored or approved events, on University property, or in buildings used by the University for its educational or recreational programs. Reasonable suspicion of possession or use of illegal drugs and substances on campus may subject the students involved to investigation.

Sanctions that may be imposed on violators of the alcohol and drug related sections of the Student Conduct Code include disciplinary warning, probation, suspension, expulsion, or rescission of grades or degree. Copies of the full text of the Student Conduct Code are available in the Office of the Vice Chancellor of Student Affairs; the Hawai'i Penal Code is available in the Library.

Campus-sponsored activities on campus that involve either the serving or selling of alcoholic beverages must be approved by the Chancellor and be in compliance with applicable College/University policies and state law.

Copies of policies governing the possession, consumption, serving, and sale of alcoholic beverages on the UH Maui College campus are available in the Office of Student Services.

Lethal Weapons

Firearms, spear guns, and bows and arrows are prohibited on campus, at outreach centers, in residence halls, and environs, except with specific prior permission of the Chancellor.

Sex Offenses

As with any criminal offense that occurs on campus, students should report any incidents of sexual harassment, rape, attempted rape, or sexual assault to the Vice Chancellor of Administrative Affairs at 984-3253. Students may also notify the Maui Police Department at 911 and/or Campus Security at 984-3255, or request the Vice Chancellor to assist by making these calls. In addition, students can call the Sexual Assault Support Services hotline at 873-8624, or its business office at 877-9839. This agency provides 24-hour emotional support, counseling, medical, legal, and judicial advocacy services to any person affected by sexual abuse. The agency also provides public education regarding prevention of child sexual abuse, incest, and sexual assault.

As required by the Higher Education Amendments of 1992, the College has a Sexual Assault Policy which explains the College's Sexual Assault Prevention

Program presented to promote awareness of rape, acquaintance rape, and other sex offenses and the procedures for reporting offenses. A copy of the Sexual Assault Policy E1.204 and procedural guidelines for the Sexual Assault Prevention Program can be obtained from the Vice Chancellor of Administrative Affairs.

Information on how to best minimize becoming a victim of sexual assault is provided in a brochure produced by the Sexual Assault Support Services. Copies are available at Student Services. All students should read this brochure.

Academic Dishonesty

Academic dishonesty cannot be condoned by the University. Such dishonesty includes cheating and plagiarism *(examples of which follow)* which violate the Student Conduct Code and may result in expulsion from the University.

Cheating includes but is not limited to giving unauthorized help during an examination, obtaining unauthorized information about an examination before it is administered, using inappropriate sources of information during an examination, altering the record of any grade, altering answers after an examination has been submitted, falsifying any official University record, and misrepresenting the facts in order to obtain exemptions from course requirements.

Plagiarism includes but is not limited to submitting, to satisfy an academic requirement, any document that has been copied in whole or part from another individual's work without identifying that individual; neglecting to identify as a quotation a documented idea that has not been assimilated into the student's language and style, or paraphrasing a passage so closely 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 (a) obtaining and using experimental data from other students without the express consent of the instructor, (b) utilizing experimental data and laboratory write-ups from other sections of the course or from previous terms when the course was conducted, and (c) fabricating data to fit the expected results.

Student Conduct

The UH Maui College has a Student Conduct Code which defines expected conduct for students and specifies those acts subject to University sanctions. Students should familiarize themselves with the Student Conduct Code, since upon enrollment at UH Maui College, students have placed themselves under the policies and regulations of the University and its duly constituted bodies.

The disciplinary authority is exercised through the Student Conduct Committee. The Committee has developed procedures for hearing allegations of misconduct.

Copies of the Student Conduct Code are available from the Vice Chancellor of Student Affairs, Alvin Tagomori.

Call 984-3268.

Student Misconduct Grievances

The process of addressing allegations of misconduct are described in the Student Conduct Code and the Academic Grievance Procedures, available from the Vice Chancellor of Student Affairs.

Call 984-3268.

Regulations and Standards for Financial Aid

Financial Aid Requirements

Section 484(a)(2) and (c), Section 485(a) and (k) of Title IV of the Higher Education Act of 1965 as amended and 34 CFR Part 668.16(e), 668.34 and 668.43 (c)(2) set forth certain conditions that must be met if a student is to receive payments under that Title. In order to comply with these requirements, all financial aid recipients are required to meet the Satisfactory Academic Progress.

Satisfactory Progress Policy & Financial Aid

All courses that appear on students' transcript are considered in determining academic progress. This includes periods of enrollment for which students did not receive financial aid funds.

Satisfactory academic progress for financial aid recipients at UH Maui College is based on both qualitative and quantitative measures. To meet qualitative standards, students must maintain a cumulative grade point average (GPA) of 2.0. and complete at least 67% of their cumulative coursework. *The Financial Aid GPA is calculated by dividing the total grade points earned by the total class units attempted.* Quantitative standards dictate that financial aid recipients must complete coursework at a rate that assures completion of their academic program within a specific timeframe. The maximum financial aid time frame cannot exceed 150 percent of the published length of students' declared major for their first degree and 100 percent of the published length of the students' second degree.

Students who do not meet the cumulative qualitative and/or quantitative standard for the first time will be placed on financial aid academic probation during their next semester of attendance. Students on financial aid academic probation may receive aid during the probationary semester. Failure to meet the standards of progress in the probationary semester or any subsequent semester will result in suspension of further aid.

To regain financial aid eligibility, students must earn sufficient grades and/or complete the necessary credits to meet the qualitative and/or quantitative standards of progress. Students ineligible for financial aid based on the terms of out Satisfactory Academic Progress Policy (grades and/or timeframe) may be reinstated through an appeals process with the Financial Aid Office.

The full Financial Aid Satisfactory Academic Progress Policy statement is available at the Financial Aid office.

VA Standards of Progress

Veteran students and other Veterans Administration (VA) beneficiaries receiving educational benefits will be required to meet the Standards of Progress. To become eligible for VA educational benefits, a veteran or eligible dependent must enroll only in courses within his/her declared major, unless a change of major is approved. All veteran students

receiving VA assistance must see the VA counselor for academic advising prior to registration. The minimum standards of satisfactory progress include the following procedures and requirements:

1. Satisfactory academic progress for veterans at UH Maui College is established with the successful completion of minimum credit loads certified for the program. Veterans will be required to complete the following credit loads: half-time students (6-8 credits) must complete 6 credits; three-quarter time students (9-11 credits) must complete 75% of credits attempted; and full-time students (12 or more credits) must complete a minimum of 9 credits. In addition, a minimum cumulative grade point average of 2.0 (C) must be maintained.
2. To support their educational progress, veterans or eligible dependents who are referred by instructors will be required to meet with a counselor and will be encouraged to take advantage of the following services:
   Testing
   Developmental and tutorial services
   Supplemental services for financial assistance
3. Veterans or dependents enrolled in two or more certified courses who do not complete all subjects undertaken or who withdraw after the initial drop/add period will be considered as having failed to maintain satisfactory progress, except for extenuating circumstances. Such determinations of unsatisfactory progress will be reported promptly to the VA.
4. If veterans or eligible dependents do not complete the minimum credit load and/or fail to maintain a 2.0 GPR for any semester, student will be placed on probation the following semester but will still remain eligible for benefits. Failure to meet the standards of progress in the probationary semester will result in suspension of further benefits. To re-establish eligibility, students must complete the minimum credit load and achieve a 2.0 GPR or better in the semester of aid suspension. Failure to complete the minimum credit load, and/or to maintain a 2.0 GPR for any three semesters during course of study at the College will result in suspension of further benefits.

Selective Service Registration and Federal Student Aid

Military Selective Service Act (P.L. 97-252) requires that beginning July 1, 1983, students who are required to register with the Selective Service System and fail to do so shall be ineligible to receive Federal Title IV student financial aid or incur other negative consequences.

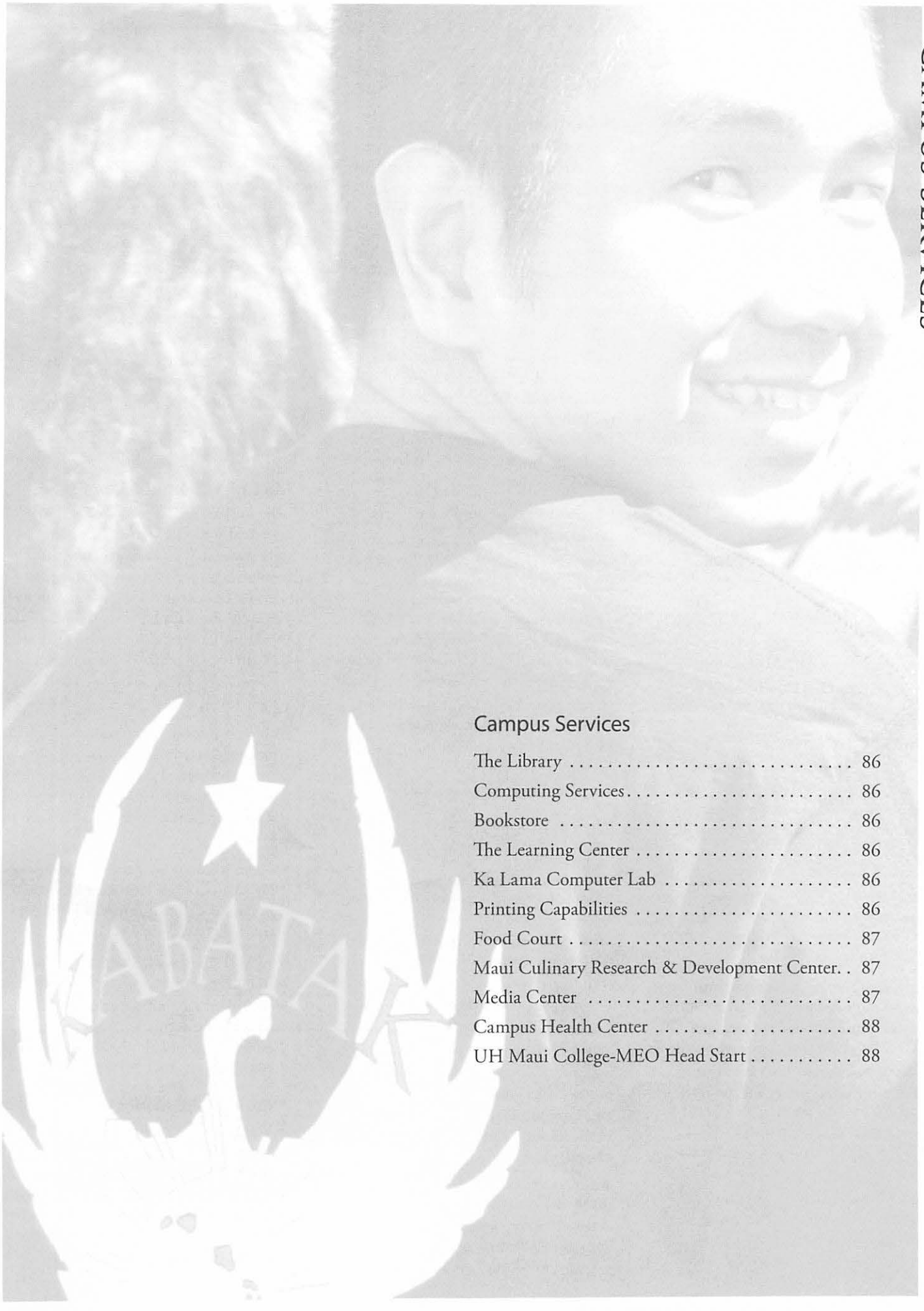
This requirement affects all male students who are at least 18 years of age, who were born after December 31, 1959, and who are not currently on active duty with the armed forces. Members of the Reserves and National Guard are not considered on active duty and must be registered.

The group of affected males includes citizens and noncitizens eligible to receive Federal financial aid except permanent citizens of the Federated States of Micronesia, the Republic of Marshall Islands, or the permanent residents of the Republic of Palau.

For information call the Financial Aid Office at 984-3277.

Financial Obligations to the University

Students who have not satisfactorily adjusted their financial obligations (such as tuition and fees, traffic violations, parking tickets, unreturned library books, library fines, other fines, locker fees, laboratory breakage fees, transcript fees, loans past due, rental payments, financial aid overawards, etc.) may be denied registration, grades, transcripts, and diplomas. A copy of the *Rules and Regulations Governing Delinquent Financial Obligations Owed the University of Hawai'i* promulgated by the Board of Regents is on file at Student Services.



Campus Services

The Library 86
Computing Services 86
Bookstore 86
The Learning Center 86
Ka Lama Computer Lab 86
Printing Capabilities 86
Food Court 87
Maui Culinary Research & Development Center. . 87
Media Center 87
Campus Health Center 88
UH Maui College-MEO Head Start 88

The Library

The Library provides a diverse collection of materials in support of the college curriculum as well as a place of study to use these materials. The collection includes print and audiovisual materials as well as on-line research databases and eBooks. The Library has an integrated automation, circulation and public access on-line catalog. Through the catalogue UH/UH Maui College users may access collections in all UH system libraries. The Library provides remote access for those UH/UH Maui College users accessing the library's research databases and eBooks from their offices, homes, and the UH Maui College Education Centers via the internet. UH Maui College students, faculty, and staff also have borrowing privileges at all UH system libraries.

Reference services include library instruction, research assistance and intra-system loan.

For information about the Library and access to the Library's electronic resources, visit the UH Maui College Library website at: www.maui.hawaii.edu/library or call 808 984-3233.

Computing Services

Computing Services coordinates and supports instructional (microcomputer classrooms and labs) and administrative computing on the main campus and at the five outreach centers. Students have access to UH system computing, including on-line registration, Laulima course management software, email, personal calendar and website, and student information via the *MyUH* Portal.

Computing Services assists students, faculty and staff who have UH Username/password problems, wireless network problems, and dorm residents who wish to access the college/university network.

For more information, call 984-3283.

Bookstore

The Bookstore provides students with the textbooks, workbooks, and a variety of required supplies integral to their academic growth and achievement. Students currently enrolled at the college have full access to all of the items that the Bookstore offers. Other items that are readily available for purchase include: art supplies, computers, computer software/accessories, and UH/UH Maui College logo souvenirs and supplies. Faculty and staff have access to all of the items excluding the textbooks, and the public is limited to supplies, UH/UH Maui College logo souvenirs and clothing.

The Bookstore provides an Internet Café where students are able to access the Internet at their leisure. The Bookstore sells beverages and a variety of snacks including products from the Maui Culinary Academy. The Bookstore offers *Textbook Buybacks* during finals week of the Fall and Spring semester where students are able to sell back books they used from previous semesters. The Bookstore is open Monday through Friday, 8:30 am – 4:00 pm, excluding holidays.

For more information, call 984-3248 or visit the UHMC Bookstore website at: www.bookstore.hawaii.edu/maui

The Learning Center

The Learning Center (TLC) helps students become successful, independent learners by providing tutorial assistance, face-to-face and online writing assistance, study skills instruction, placement testing, make-up exam services, distance learning testing, and computer laboratories with email and Internet access.

Tutorial support includes professional and peer assistance in reading, writing, math, study skills, foreign languages, and other subject areas upon tutor availability. Campus-wide workshops on study skills, reading, and writing skills are offered.

Testing services include English and mathematics placement testing, course make-up testing, and distance learning testing. Testing assistance is also provided for students in need of special accommodations.

Textbooks, skills books, audiovisual materials, and educational software are available to students for independent study in TLC. Computer-assisted instructional software includes reading, writing, spelling, ICS, mathematics, nursing, and accounting programs. A special-needs computer is available to students with hearing or visual impairments.

Professional staff, student assistants, and peer tutors are available in TLC to assist students. Students may receive assistance on an appointment or walk-in basis.

For more information, call 984-3240 or visit TLC's website at: www.maui.hawaii.edu/tlc

Ka Lama Computer Lab

The Ka Lama Computer Lab is a supervised study area where students use computers and business machines to complete their classroom assignments. Personal assistance in the use of computer applications is available at all times in the Ka Lama Computer Lab. Also offered is assistance in access to the student support websites for registration, email and employment.

A broad selection of software used across the College credit and non-credit curriculum is provided. Printing and scanning equipment is on hand for student use and CD burning equipment and assistance are available.

Ka Lama Computer Lab is currently the only Maui campus location where you can obtain a UH student/faculty/staff ID card.

Any UH student, faculty member, or community continuing education student may use the lab. For current lab schedule and further information, visit the Ka Lama Computer Lab website at: www.hawaii.edu/maui/buslab

Printing Capabilities

Printing from computers is available in The Learning Center, the Ka Lama Computer Lab, and the Library and costs ten cents per page. Students may credit their free Student ID card at any of the three locations or purchase a printing card at The Learning Center or the Library.

Food Court

The UH Maui College Culinary Arts program operates the Pa'ina Food Court that showcases cuisine prepared by chefs-in-training. Students and the public are invited to enjoy freshly prepared pastries, hot lunches, snacks, sushi, breakfast, beverages, and specialty coffees.

Seven quick-serve outlets offer a broad selection of local and international foods. With its 175-seat capacity and a stage for cooking demonstrations and musical entertainment, the Pa'ina Food Court is a primary gathering place on the Kahului campus.

The Pa'ina Food Court quick-serve outlets include:

- The Patisserie – variety of top quality bakery products including breads, and specialty pies and cakes.
- Raw Fish Camp – made-on-demand sushi
- Paniolo Grille – distinctive pizzas, sandwiches, burgers, and fries
- World Plate – foods with an international flavor, including Chinese stir fry, Italian pastas, and Hawaiian favorites
- Farm to Table – unique sandwiches, distinctive vegetarian selections, savory wraps, salads with recipes using local produce such as taro, lavender, and Kula-grown vegetables
- Campus Cafe – grill service for breakfast, lunch and dinner
- The Leis Family Class Act Restaurant offers a memorable dining experience where students practice skills they will use in the finest restaurants. At the center of this living classroom is the Exhibition Kitchen, where restaurant patrons watch up-and-coming chefs as they prepare cuisine that is unrivaled on Maui. Appetizers, salads, soups, entrees and desserts highlight Maui's freshest locally-grown produce. Tucked into the corner of the restaurant is a beautifully appointed 16-seat private dining room.
- Lava Rocks Cafe – provides handcrafted espresso drinks, smoothies, fresh baked specialty pastries, and grab & go breakfast menu items in a student friendly "up beat" service environment.

In addition, Pa'ina Food Court signature entrees are stocked in a self-serve deli case for take-home preparation. The Pa'ina facility operates daily as scheduled below when lab classes are in session.

- **Pa'ina Facility**
  Monday - Thursday: 7:00 am - 7:30 pm
  Friday: 7:00 am - 3:00 pm
- **The Leis Family Class Act Restaurant**
  Wednesday & Friday:
  11:00 am - 12:30 pm
  Reservations: 984-3280
- **Catering Services**
  Call 984-3225
- **Bakery Orders**
  Call 984-3683
- **Tours and Shadowing Program**
  Call 984-3690
- **Taste of Maui**
  In 2008, the Maui Culinary Academy published, *Taste of Maui*, a diverse collection of recipes—created, shared, and prepared by Maui Culinary Academy graduates as well as chef instructors. Ranging from pantry food to delectable desserts, *Taste of Maui* features recipes that appeal to those looking to prepare an island dish with a temptimg twist or preparations aimed for a special occasion.

For more information call 984-3690 or visit: http://www.mauiculinary-campusdining.com

Maui Culinary Research and Development Center (MCARD)

In addition to the mainstream culinary arts program, food service students may also participate in hands-on training and learning experiences in food product research, development, and manufacturing at the Maui Culinary Academy Research and Development Center (MCARD).

The Center is located in Pa'ina and operated by students under the watchful eye and guidance of experienced chef instructors. Students have the opportunity to become involved with all phases of food product development, from innovation and manufacturing of food products to marketing the finished product to a variety of wholesale and retail customers.

For more information on MCARD, call the program director at 984-3690.

Media Center

The Media Center provides a variety of services for faculty and staff in multimedia planning, preparation, and use for instructional purposes. The center also operates a cable television channel, MCTV, Cable 55. The center's telecommunications infrastructure includes an all digital microwave interactive television network Skybridge and HITS. Skybridge links specially equipped classrooms on Lana'i, Molokai, and in Hana, Kihei, and Lahaina on Maui, with the UH Maui College campus in Kahului for live, two-way televised classes.

HITS links the entire University of Hawai'i ten campus system for live, two-way interactive televised courses statewide.

For more information, call 984-3263.

Campus Health Center

The Campus Health Center provides affordable and accessible health care to UH Maui College students, faculty, and staff. The center accepts HMSA, HMAA, HMA, and UHA insurance, but is unable to accept Kaiser or other HMO plans.

The Campus Health Center is an approved family planning facility for the Department of Health. It offers free or low-cost pap tests, birth control options, pregnancy testing, prevention and treatment for sexually transmitted diseases, and emergency contraception.

Diagnosis and treatment for minor illnesses or injuries such as influenza, sore throat, UTI, and lacerations are offered. The Campus Health Center does TB testing as well as a wide variety of adult vaccinations that are discounted for students, faculty, and staff. If the student is under the age of 18, parental consent is required. Appointments are preferred, but walk-ins are welcome.

The Campus Health Center is open Monday - Friday, 8:30 am - 4:00 pm, except on federal, state, and school holidays *(closed for lunch 12:00 noon - 12:30 pm).*

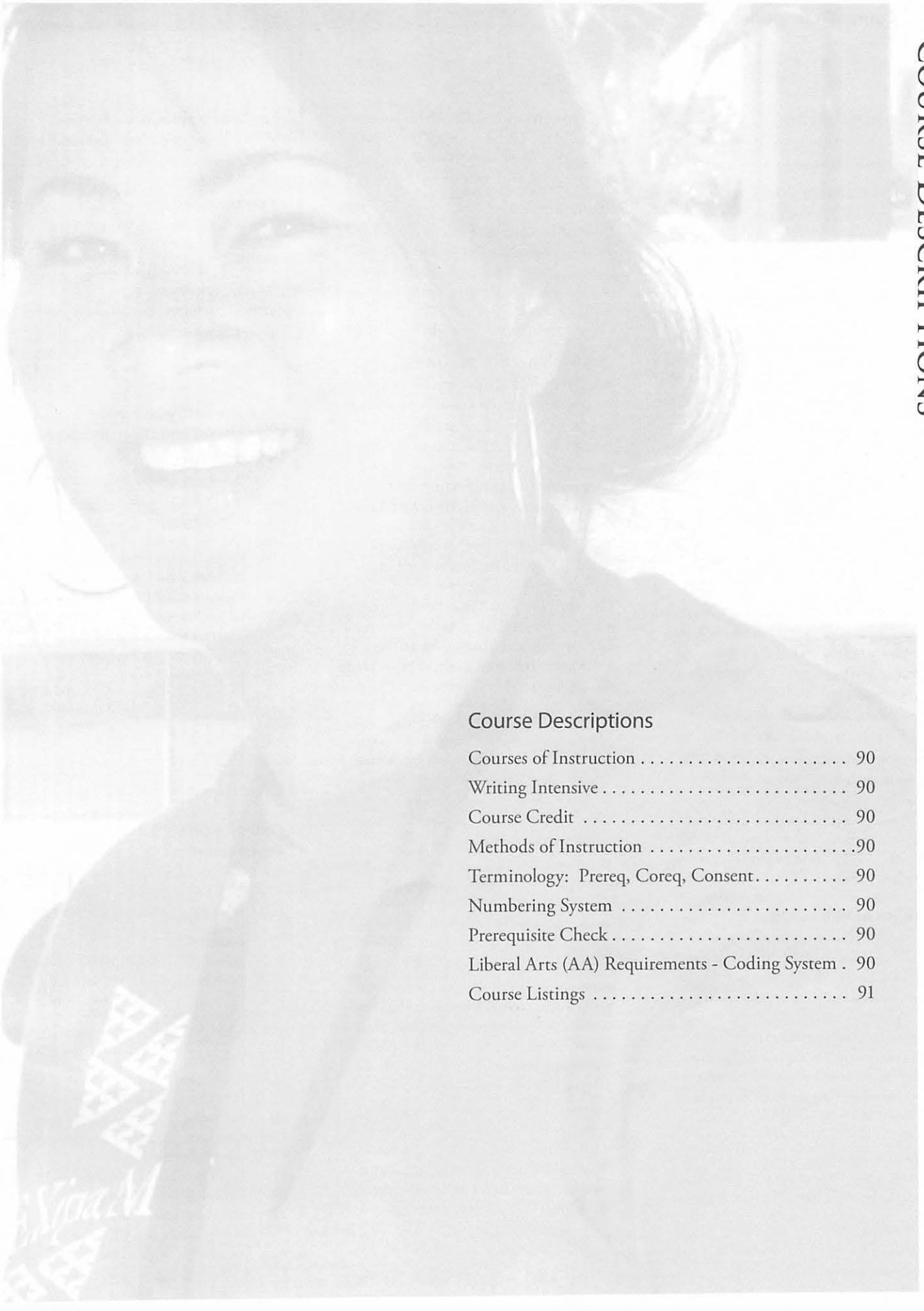
To book an appointment or for more information, call 984-3493.

UH Maui College-MEO Head Start

UH Maui College and Head Start of the Maui Economic Opportunity are partners in the UH Maui College-MEO Head Start, a preschool for 3-5 year olds on the west end of the Kahului campus. First priority for this free program for eligible families is to children of UH Maui College students. Hours are 7:50 am - 3:20 pm, Monday through Friday. Children must attend daily. A hot breakfast and lunch, plus an afternoon snack, are provided.

Interested families may apply at the MEO Head Start office in February for the next school year by specifying the UH Maui College center, as there are several centers in the central area. To apply, families must take the child's state birth certificate and W2s or other proof of the previous year's income.

Call the preschool at 242-1057 or the MEO Head Start office at 249-2988.



Course Descriptions

Courses of Instruction 90
Writing Intensive 90
Course Credit 90
Methods of Instruction 90
Terminology: Prereq, Coreq, Consent 90
Numbering System 90
Prerequisite Check 90
Liberal Arts (AA) Requirements - Coding System . 90
Course Listings 91

Courses of Instruction

This section lists courses of instruction alphabetically by subject.

Writing Intensive Courses

The College offers a series of writing intensive courses in which students engage in formal and informal writing assignments totaling a minimum of 4,000 words. Students strengthen writing skills as well as learn course content and understand how to apply what they learn through writing. Students also satisfy degree requirements at the College (two required for the AA degree), and at UH Mānoa (a minimum of five writing-intensive classes required). The *Schedule of Classes* designates writing intensive courses by WI in the course title (e.g., HIST 284 WI-Hawaiian History).

Course Credit

One credit is assigned to a course for one or more hours per week of class time during a typical 15-week semester. This time may be assigned to lecture, discussion, or lab instruction.

The credit value of each course is indicated by a number at the end of each course description. For example, "3cr." indicates the course carries three credits; "3,3" indicates each module "BC" of the course carries three units of credit.

Following the credits is a number indicating the contact hours per week of lecture, discussion, or laboratory (e.g., "3hr. lect." means the course meets three hours per week in a lecture format). Course modules indicate "in-class" minimums (e.g., 15hr. lect. per semester).

Methods of Instruction

The College presents courses in a variety of modes, including traditional classroom settings. The Individualized Study mode allows students to study independently with the assistance of an instructor. Developmental math courses are offered on computers using MyMathLab. Internet classes are those where course materials and assignments are presented over the World Wide Web. Televised courses are offered in several ways. The Hawai'i Interactive Television System (HITS) offers live interaction among classrooms in Hana, Kahului, Kihei, Lahaina, Lana'i, Molokai, and throughout the state. Cable courses are broadcast over the college channel to cable subscribers. The *Schedule of Classes* designates these classes.

Laulima

Laulima is the online portion of courses offered through the University of Hawai'i system. Many instructors require the use of Laulima. It is accessed by computer using the internet.
Log in at: laulima.hawaii.edu

Terminology: Prereq, Coreq, Recommended, Consent

Prerequisite (Prereq): Course that must be satisfactorily completed or competency that must be met before the student can enroll in the desired course.
Corequisite (Coreq): Course that the student must take concurrently with the desired course.
Recommended: Course or competency that will help the student succeed in the desired course or program.
Consent: Term used in a prerequisite, meaning consent to enter the course must be given by the instructor, department chair, program coordinator, or other authorized designee.

Banner Prerequisite Checking

The Banner computer registration system checks transcripts to assess whether students have met the prerequisite course, grade, or score. Banner allows students to register for a course only when their transcript shows a prerequisite is met.

There are several exemptions: prerequisites in progress; prerequisites completed at an institution outside the UH Community College system *(see a counselor about transferring prerequisites that were completed outside the system into the College Banner database);* or petitioning an exemption through Consent of Instructor. Students without the published prerequisite cannot register for the course using the *MyUH* online registration.
All non-UH system courses must be transferred, articulated, and input into the Banner system before electronic checks can occur.

See a counselor regarding transcript evaluations, or call for an appointment at 984-3306.

Numbering System

Courses generally not transferable to four-year colleges but transferable within the UHCC System 10-99

Lower Division Courses

Transfer level courses normally taken by freshmen 100-199
Transfer level courses normally taken by sophomores, open to qualified freshmen 200-299

Upper Division Courses

Junior 300-399
Senior 400-499

Codes for UH System-wide Foundations and Diversifications Designations

The following codes are used UH System -wide to provide articulation designations for courses.

DA	Diversification Arts
DH	Diversification Humanities
DL	Diversification Literatures
DB	Diversification Biological Science
DP	Diversification Physical Science
DS	Diversification Social Sciences
DY	Diversification Laboratory
FW	Foundations Writing
FGA	Foundations Global (Before 1500 CE)
FGB	Foundations Global (Since 1500 CE)
FGC	Foundations Global (Pre-history to present)
FS	Foundations Symbolic
HSL	Hawaiian Second Language

Codes for UHMC AA Degree Requirements

The following codes are category designations for AA Requirements *(pages 13-14)* and Course Descriptions *(pages 90-142)*

FW	Foundations Writing
FGA	Foundations Global (Before 1500 CE)
FGB	Foundations Global (Since 1500 CE)
FGC	Foundations Global (Pre-history to present)
FS	Foundations Symbolic
FN	Foundations Numeracy
FO	Foundations Oral
FI	Foundations Information Retrieval
IN	Individual (Human Understanding)
CO	Community (Human Understanding)
HE	Human Expression
HSL	Hawaiian Second Language
EA	Environmental Awareness
EL	Environmental Awareness Lab (course satisfies the Lab requirement)
AP	Asia/Pacific requirement
HI	Hawai'i Emphasis requirement

Accounting (ACC)

D. Grooms, R. Klein, D. Meyer, J. Moore

124 Principles of Accounting I

Prereq: ENG 19 with grade C or better, or placement at least ENG 22 or 55, and MATH 18 with grade C or better or placement at least MATH 82, or consent.

Introduces basic accounting principles and practices for service and merchandising types of businesses. Areas include: accounting as an information system, the accounting system, the accounting cycle, financial statements and internal control, short-term liquid assets, inventories, and current liabilities and payroll. Special emphasis will be placed upon the practical application of accounting principles. 3cr., 3hr. lect.

125 Principles of Accounting II

Prereq: ACC 124, and MATH 18 with grade C or better, or placement at least MATH 82, or consent.

Continues the study of financial accounting procedures. Areas include: long-term assets, accounting for partnerships and corporations, statement of cash flows, financial statement analysis, in-depth study of specific balance sheet accounts. 3cr., 3hr. lect.

132 Payroll & Hawai'i General Excise Taxes

Prereq or coreq: ACC 124 or ACC 201, or consent.

Introduces principles, manual and computerized procedures, and terminology for business applications of payroll accounting. Includes preparation and filing of federal and Hawai'i state forms for payroll and the Hawai'i General Excise and Use Tax. 3cr., 3hr. lect.

134 Income Tax Preparation

Prereq: ENG 19 with grade C or better or placement at least ENG 22, or consent.

Introduces the preparation of federal and state of Hawai'i individual income tax returns with an emphasis on tax principles and their application to the tax returns. This course is intended for an individual preparing basic tax returns under the supervision of an accounting professional. 3cr., 3hr. lect.

137 Business Income Taxation

Prereq: ACC 134,or consent.

Studies federal and Hawai'i state income taxes with a brief review of personal income tax followed by in-depth study of self-employment, partnership, and corporate tax returns as well as withholding and estimated taxes. 3cr., 3hr. lect.

150 Using QuickBooks®in Accounting

Prereq: ACC 125 or 201 (either concurrent), or consent.

Provides hands-on training approach to computerized accounting using QuickBooks®. Applies previously acquired accounting skills and knowledge in a computerized environment to set up and maintain accounting records. Emphasis will be placed on the application of QuickBooks®to the accounting cycle. 3cr., 3hr. lect.

201 Introduction to Financial Accounting

Prereq: ENG 22 with grade C or better, or placement at ENG 100, and MATH 82 either with grade C or better, or placement at least MATH 100, or consent.

Introduces accounting theory and methods used to record and report financial information. Analyzes methods of valuing assets, liabilities, and ownership of an organization. 3cr., 3hr. lect.

202 Introduction to Managerial Accounting

Prereq: ACC 124 and 125, or ACC 201, or consent.

Introduces methods for evaluating financial performance, including cost accounting, budget, break-even analysis, ratio analysis, and sources and uses of funds. 3cr., 3hr. lect.

255 Using Spreadsheets in Accounting

Prereq: ACC 202 (or concurrent), BUSN 150, or ICS 101, or consent.

Provides hands-on training in the use of spreadsheets on computers to solve accounting problems. Applies previously acquired accounting skills and knowledge. Emphasizes financial and managerial accounting. 3cr., 3hr. lect.

295 Accounting Capstone

Prereq: ACC 132, 134, 150, 255 (concurrent), and 202, or consent.

Provides an opportunity to demonstrate the tools and understanding developed during the accounting program. Includes financial, managerial, payroll accounting and income tax preparation. Includes the use of computers. Emphasizes the use of ethics in business decisions. *(Letter grade only.)* 3cr., 3hr. lect.

300 Intermediate Financial Accounting I

Prereq: ACC 202, or consent.

Emphasizes the application of generally accepted accounting principles to the preparation and use of financial statements in decision-making. Special emphasis placed on recognition and measurement of revenues, cash, receivables, inventories, property, plant and equipment, depreciation and depletion, and intangibles. Includes use of spreadsheets. 3cr., 3hr. lect.

Administration of Justice (AJ)

R. Daniels

101 Introduction to Administration of Justice

Examines history and philosophy of the administration of justice in United States with overview of major sub-systems within the criminal justice system: law enforcement, courts, and corrections. Examines expectations and interrelationships of officials, theories of crime, punishment, and rehabilitation. Surveys career opportunities. 3cr., 3hr. lect.

103 Criminal Investigation

Prereq: AJ 101, or consent.

Introduces initial investigatory steps relating to crime scenes. Acquaints student with specific offenses and methods of obtaining information. 3cr., 3hr. lect.

104 Criminalistics

Prereq: AJ 103, or consent.

Emphasizes identification and reproduction of physical evidence. Studies specialized scientific methods and their relationship to court procedures. 3cr., 3hr. lect.

150 The Correctional Process

Introduces the field of corrections. Includes the history and philosophy of punishment and methods used to protect society and rehabilitate the offender. 3cr., 3hr. lect.

170 Introduction to Private Security

Surveys concepts and issues in the administration of security. Defines public vs. private security roles for retail business, industry, and governmental agencies. Provides an overview of the functions of various security activities. 3cr., 3hr. lect.

200 Principles of the Hawai'i Justice System

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Reviews criminal justice systems in the United States, with special emphasis on Hawai'i. Analyzes law enforcement and the judicial and corrections procedures from time of arrest until final disposition of the case. Studies federal and state laws and constitutional principles through legal research. 3cr., 3hr. lect.

210 Juvenile Justice

Prereq: AJ 101, and ENG 22 or 55 with grade C or better or placement at ENG 100, or consent.
Studies principles and procedures of arrest, detention, petition, summons, records and adjudication of juvenile offenders. Introduces organization and function of the police juvenile unit, community diversion practices, and organization of the Family Court. Reviews Hawai'i statutes and United States Supreme Court decisions affecting juvenile rights of due process. Considers societal context of juvenile problems, delinquency prevention, and treatment. *(Crosslisted as SOC 231.)* 3cr., 3hr. lect. **(CO)**

221 Criminal Law

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Studies history and philosophy of criminal law. Examines United States Constitution, especially the Bill of Rights. Considers nature of law, legal institutions, criminal court procedures, offenses against persons and property. Includes case briefs. 3cr., 3hr. lect.

223 Laws of Arrest, Search, Seizure

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Analyzes statutes and cases pertaining to the problems and procedures in effecting valid arrests, searches, and seizures. Considers Hawai'i Supreme Court decisions and controlling opinions of the United States Supreme Court. 3cr., 3hr. lect.

224 Rules of Evidence

Considers origin, development, philosophy, kinds and degrees of evidence. Surveys pertinent federal constitutional amendments, landmark Supreme Court decisions affecting the admissibility of evidence, and changes in Federal and Hawai'i case law. Case briefs. 3cr., 3hr. lect.

226 Economic Crimes

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Provides information about major economic crimes such as embezzlement, computer crime, and others. Discusses investigative techniques relating to each of the major economic crimes. 3cr., 3hr. lect.

230 Principles of Police Supervision

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Analyzes supervisor's function and principles of organization and personnel management. Stresses communication, training, disciplines, psychology of supervision, essentials of leadership, promotion methods, and selection of supervisors. 3cr., 3hr. lect.

231 Stress in Policing

Surveys major sources of stress in police work and effects of stress on the officer. Considers stress management programs. 3cr., 3hr. lect.

232 Officer Survival

Emphasizes positive tactics police officers can employ to effectively use their own firearms to defeat those of assailants. Teaches techniques that work for survival in real-life situations. 3cr., 3hr. lect.

234 Police-Community Relations

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Examines philosophies and styles of policing. Encourages effort of the police and community to share in the common goal of understanding mutual problems. 3cr., 3hr. lect.

240 Hawaiian Cultural & Natural Resources Management

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent. Recommended: AJ 101, and COM 145, COM130/BUS 130, or SP 151.
Provides a background for onsite management of Native Hawaiian cultural and natural resources. Relates traditional Native Hawaiian resource conservation practices to current governmental policies, rules, and regulations. Introduces duties and responsibilities of conservation and resource enforcement officers. 3cr., 3hr. lect.

250 Community Based Corrections
Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Explores juvenile and adult probation, after-care parole, halfway houses, work and educational release-furlough. Examines dilemma of custody-control vs. supervision-treatment. Investigates citizen-agency relationships, along with potentials for utilizing citizen volunteers in corrections. 3cr., 3hr. lect.

270 Principles of Loss Prevention
Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Considers various theories of managing security countermeasures. Acquaints students with loss prevention measures for retail businesses, government agencies, hotels and motels, hospitals, schools, and other organizations. 3cr., 3hr. lect.

293v Administration of Justice Internship
Prereq: AJ 101 with grade C or better, or consent.
Offers flexible, customized, supervised school-to-work experiences in all aspects of the administration of justice field. Integrates and applies classroom theory to work situations via field experiences. *Student must complete a minimum of 75 hours per credit per semester. (Note: 3 credits required for AAS degree. Student may take up to 6 addtional credits.)* 1-3cr., 75hrs./cr.

Agriculture (AG)

J. Boswell, A. Emmsley

92 Selected Topics in Agriculture
- **O Landscape Plant Selection-Care**
- **P Pesticides & Safety**
- **Q Interiorscapes**
- **R Tropical Fruit & Nuts**
- **S Organic Gardening**
- **T Plant Breeding**
- **U Open Topic**

Meets local interests in agriculture. Varies specific content for each topic to match job site or geographical needs and conditions. *Credit in topics O and U are not applicable toward a degree in agriculture. Credit in topics P, Q, R, S, and T may be used for elective credit only. (AG 92U may be repeated without limit for credit.)*
1cr., 1hr. lect./lab

101 Home Gardening
Introduces ornamental and vegetable gardening for the home gardener. Includes landscape installation and maintenance. *Intended for non-majors.*
3cr., 4hr. lect./lab

122 Soils Technology
Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Studies identification, preparation, and fertilization of soils; amendments, sterilization, mulching, and composting methods. Includes soil testing, microbiology, and soil moisture. Emphasizes sustainable management systems.
3cr., 2hr. lect./2hr. lab **(EA, EL, DB, DY)**

174 Insects & Their Control
Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Introduces basic morphology and classification of insects. Studies destructive and beneficial insects. Covers principles of cultural, mechanical, legislative, biological, and chemical control. Investigates sustainability of control methods.
3cr., 2hr. lect./2hr. lab **(EA, DB, DY)**

194v Turfgrass Work Practicum
Prereq: AG 233 and Agriculture major and consent. Recommended: AG 260.
Provides supervised work experience in turfgrass management. Students are actively involved in all phases of turfgrass maintenance. *Daily work log, confirmed by supervisor, and periodic scheduled meetings with instructor are required. (May be repeated for a maximum of 3 credits.)*
1-3cr., 5-15hr. lab

200 Principles of Horticulture
Introduces botany and plant physiology. Discusses plant nutrient, moisture, and environmental requirements. Treats plant propagation. Studies culture and production techniques for selected ornamental crops. 4cr., 3hr. lect./2hr. lab **(EA, EL, DB, DY)**

201 Introduction to Plant Disease
Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Introduces classification, morphology, and biology of fungi, bacteria, viruses, and nematodes that attack economic crops. Covers diagnosis and control of plant diseases. Investigates sustainability of control methods.
3cr., 2hr. lect./2hr. lab

230 Agricultural Business Management
Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Introduces farm and landscape management practices including decision making, record keeping, cash flow, financial statements, ratio analysis, use of computers as a management tool, and marketing of agricultural products and services.
3cr., 3hr. lect.

232 Farm Tractor & Equipment Operation
Prereq: Consent.
Teaches operation of a rototiller and wheel type tractor with allied implements on the College farm. Includes safety, maintenance, three point hitch hookups, hydraulics, and field adjustments. 1cr., 3hr. lab

233 Turfgrass Equipment, Operation & Maintenance
Prereq: Turfgrass Specialist Certificate, or consent.
Teaches the operation and maintenance of greens mower, aerator, fairway mower, sprayer, and other turf maintenance equipment. Includes safety.
2cr., 3hr. lect./lab

235 Irrigation Principles & Design
Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Teaches types of irrigation systems including materials, equipment, design, and installation. Discusses evapotranspiration and soil moisture relations.
3cr., 2hr. lect./2hr. lab

250 Tropical Landscape Horticulture
Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Introduces design, construction, installation, care, and maintenance of landscapes. Requires a landscaping project, drawn and installed. 4cr., 2hr. lect./4hr. lab

251 Sustainable Crop Production

Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Introduces production methods for selected crops including propagation, planting, fertilization, irrigation, pest control, harvesting, and marketing. Evaluates conventional and alternative methods of production and analyzes effects of these practices. Examines economic and social impacts. *Field trips to production areas.* 4cr., 2hr. lect./6hr. lab

260 Turfgrass Management

Recommended: Placement at ENG 100, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Studies identification, planting, and maintenance of turfgrasses for home, park, and golf areas. Discusses watering and fertilizing. Treats insect, disease, and weed control. 3cr., 2hr. lect./2hr. lab

263 Flower & Foliage Crop Production

Prereq: AG 200, or consent.
Recommended: AG 266.
Introduces production of cut flowers and foliage, and flowering pot plants, under field and protected cultivation in Hawai'i. 3cr., 2hr. lect./2hr. lab

264 Plant Propagation

Prereq: AG 200, or consent.
Introduces theoretical and applied aspects of sexual and asexual reproduction of plants. Propagation of selected plants by seed, cuttings, grafting, budding, layering, and division.
3cr., 2hr. lect./2hr. lab

265 Horticulture of Hawaiian Plants

Prereq: BOT 105 with grade C or better, or consent. Recommended: AG 200.
Explores the biology, ecology, and adaptations of plants focusing on endemic and indigenous Hawaiian and Polynesian introduced. Teaches techniques of horticulture including propagation, cultivation, and management. Introduces uses of the plants in landscaping and native habitat restoration projects.
4cr., 6hr. lect./lab **(EA, EL, HI, DB, DY)**

266 Greenhouse & Nursery Management

Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Introduces management practices for production and operation of nurseries and greenhouses in Hawai'i. Includes environmental factors, structures, materials, sanitation, pests, and diseases.
3cr., 2hr. lect./2hr. lab

269 Ornamental Plant Materials

Presents identification, use, propagation, and cultural requirements of trees, shrubs, vines, and ground covers used in Hawaiian landscapes.
3cr., 2hr. lect./2hr. lab

281 Weed Science

Recommended: Placement at least ENG 22, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Teaches weed classification, identification, ecology, and principles of weed control. Emphasizes properties, uses, action, and safety of herbicides and pesticides.
3cr., 2hr. lect./2hr. lab

290 Agricultural Enterprise

Prereq: AG 230, AG 232 or equivalent, AG 251, and consent for sustainable crops; AG 230, AG 200, and consent for ornamental crops.
Offers selection, management, and production of an agricultural project under faculty supervision. Requires three hours per week with faculty supervisor and additional time to grow a crop from soil or medium preparation. Student markets crop and maintains farming and financial records. *(May be repeated for a maximum of 3 credits.)* 1cr., 3hr. lab

Anthropology (ANTH)

K. Fletcher

150 Human Adaptation

Studies human evolution. Examines prehistoric and recent developments of culture and common features and principle variations in cultural behavior.
3cr., 3hr. lect. **(DS)**

165 Heritage Sites in Archaeology

Prereq: ENG 100 with grade C or better, or consent.
Introduces the concepts and practices of archeology, historical research, historic site preservation, and heritage management. Combines lecture, laboratory, and fieldwork. 3cr., 3hr. lect. **(EA, HI, DS)**

200 Cultural Anthropology

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Studies the concept of culture and basic tools for analyzing cultural behavior. Topics include patterning and integration, dynamics of culture, culture and the individual, cultural change, and anthropology and the future.
3cr., 3hr. lect. **(CO, DS)**

210 Archaeology

Recommended: ANTH 150, 200, or 215.
Introduces prehistoric archaeology. Surveys cultural growth in prehistoric times.

Explains methods and techniques of excavation and laboratory analysis. 3cr., 3hr. lect. **(EA, DS)**

210L Archaeology Laboratory

Prereq: ANTH 210 with grade C or better (or concurrent), or consent.
Teaches methods and techniques of archaeological excavation. Uses laboratory techniques to analyze data.
1cr., 3hr. lab **(EA, EL)**

215 Physical Anthropology

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Introduces students to the study of human biological make-up, origins of that make-up, and the pre-history of human biological and cultural development.
3cr., 3hr. lect. **(EA, IN, DB)**

235 Peoples of the Pacific

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Recommended: HIST 152, or ANTH 200.
Surveys the cultural areas of the Pacific from pre-contact to present day. Covers prehistoric migrational patterns, historical movements, and present day distributions, including western colonization and current problems. *(Crosslisted as HIST 288.)* 3cr., 3hr. lect. **(AP, CO, DH)**

281 Archaeological Field Techniques

Prereq: ANTH 210 with grade C or better, (or concurrent), or consent.
Applies archaeological techniques including survey, excavation, mapping, and photography. Will be taught entirely in the field at an archaeological site. 4cr., 7hr. lect./lab **(CO)**

Architectural Engineering & CAD Tech (AEC)

C. Atay

80 Basic Drafting

Recommended: ICS 101 or BUSN 150, and placement at ENG 100, or consent.
Provides basic instruction in blueprint reading and drafting. Covers manual drafting procedures and practices with an introduction to computer-aided drawing. *Serves students preparing to be public school industrial arts teachers and those interested in a background in technical drawing.*
3cr., 1hr. lect./4hr. lab

110 Basic AutoCAD

Prereq: AEC 80 or BLPR 22, or equivalent training/experience with consent.
Recommended: ICS 101 or BUSN 150, and placement at ENG 100.
Introduces the foundations of AutoCAD. Covers basic commands and operations from 2D drawing and editing to creating solid models and rendering. Teaches 2D drawing, text, dimensions, blocks, hatching, reference files, sharing data, 3D drawing, and plotting. Prepares students for Autodesk certification.
4cr., 2hr. lect./4hr. lab

114 Architectural Graphics

Recommended: ICS 101 or BUSN 150, and placement at ENG 100, or consent.
Introduces solid and spatial representation including: (a) orthographic and axonometric drawing, descriptive geometry, and shadow casting; (b) axonometric modeling, perspective modeling, and overlay drawings with entourage; (c) freehand drawing.
3cr., 1hr. lect./4hr. lab **(HE)**

118 Construction Materials

Recommended: ICS 101 or BUSN 150, and placement at ENG 100, or consent.
Provides a broad survey of materials and products used in the building industry, their nature, characteristics, variety, and uses. Includes concrete, masonry, wood, metals, conveying systems, electrical and mechanical systems, and other topics based on the CSI format. Emphasizes materials and construction in Hawai'i.
3cr., 3hr. lect.

120 Introduction to Construction Drawing

Prereq: AEC 110 and 118
Provides a drafting course in basic building construction and common construction drawings. Covers foundations, framing, doors and windows, cornices, roofs, architectural dimensions, materials, symbols, drawing conventions, and construction conceptualization.
3cr., 1hr. lect./4hr. lab

123 Residential Planning & Design

Prereq: AEC 110 and 118, or consent.
Provides experience in the fundamentals of development and presentation of preliminary board designs. Covers architectural design concepts and principles, application of AutoCAD and ArchiCAD study models, rendering, and group and juried presentations.
3cr., 1hr. lect./4hr. lab

124 Advanced Graphics

Prereq: AEC 114, or consent.
Provides experience in developing a modeling/drafting project entirely on the computer using the three-dimensional tools of CAD. Includes architectural models, rendering, and animation to create photo realistic computer images of buildings, components, and project sites.
3cr., 1hr. lect/4hr. lab

127 Civil Engineering Drawing

Prereq: AEC 110 and MATH 82 either with grade C or better, or consent.
Introduces civil engineering drawing with AutoCAD. Explores maps, surveys, drawing scales and conventions, contours and profiles, site plans and plot plans, site utilities, topographic models, excavation, retaining walls, highway layout, and subdivision and block plans.
3cr., 1hr. lect./4hr. lab

Art (ART)

J. Owen, M. Takemoto

101 Introduction to the Visual Arts

Introduces the basic elements of visual arts and their expressions in various forms. *Meets the UH Mānoa Arts & Science core requirement.*
3cr., 3hr. lect. **(CO, HE, DA)**

105 Elementary Studio: Ceramics

Studies ceramic form. Emphasizes hand building, glazing techniques, and surface treatment. Involves lectures and projects. *Meets the UH Mānoa Arts & Science core requirement.*
3cr., 2hr. lect./4hr. lab **(HE, DA)**

113 Introduction to Drawing

Emphasizes two-dimensional visualization and rendering of forms, spaces, and ideas through a variety of approaches and media. *Meets the UH Mānoa Arts & Science core requirement.*
3cr., 6hr. lect./lab **(HE, DA)**

115 Introduction to 2D Design

Recommended: ART 101

Introduces the theory and practice of composing and arranging two-dimensional forms in black, white, and color through manipulation of the basic elements and their interrelationships. *Meets the UH Mānoa Arts & Science core requirements.* 3cr., 2hr. lect./4hr. lab **(HE, DA)**

123B Introduction to Water Color Painting

Introduces the theory and practice of watercolor painting. Includes basic materials and technical procedures.
1cr., 2hr. lect./lab **(HE, DA)**

123C Introduction to Oil Painting

Introduces the theory and practice of oil painting. Includes basic materials and technical procedures. 1cr., 2hr. lect./lab **(HE, DA)**

123D Introduction to Acrylic Painting

Introduces the theory and practice of acrylic painting. Includes basic materials and technical procedures.
1cr., 2hr. lect./lab **(HE, DA)**

161 Introduction to Computer Graphics

Prereq or coreq: ICS 101 or BUSN 150, or consent.

Introduces computer graphics tools and concepts in digital image editing, illustration graphics, print and web design, and 2D and 3D animation. *(Crosslisted as ICS 161.)* 3cr., 3hr. lect. **(HE, DA)**

170 History of Western Art

Surveys Western Art from prehistoric to modern times. Emphasizes the historical aspects of art including an overview of each historical period. *Meets UH Mānoa Arts and Science core requirement.*
3cr., 3hr. lect. **(CO, DH)**

205 Photoshop and Illustrator

Prereq: ICS 101 or BUSN 150, or consent.

Introduces the basic tools and features of digital image editing, photo retouching, and color correction of images. Focuses on the fundamental drawing techniques of illustration graphics including pen tool paths, objects, and type. *(Crosslisted as ICS 205.)* 3cr., 3hr. lect./lab **(HE, DA)**

218 Intermediate Computer Graphics

Prereq: ICS 161, 205, or 214, or consent.

Provides instruction with the tools and concepts of computer graphics utilizing editing, illustration graphics, print publishing, web authoring, and 2D and 3D animation. *(Crosslisted as ICS 261.)*
3cr., 3hr. lect./lab **(HE, DA)**

221 Fundamentals of Design for Print and Web

Prereq: ICS 101 or BUSN 150, or consent.

Introduces development principles related to graphic design terminology, tools and media, and layout and design concepts. Topics include integration of type, images, and other design elements, developing computer skills in industry standard computer programs, and study of design development pertaining to color theories, publications, and advertising. Projects emphasize relating form to content through selection, creation and integration of typographic, digital imaging, illustrative and design elements in print and web environments. *(Crosslisted as ICS 214.)* 3cr., 3hr. lect./lab **(HE, DA)**

223 Intermediate Painting

Prereq: ART 113 , 123BCD, or consent.

Practices the development of painting skills following the chronological progression of Western Modernism. Explores painting work by studying the foundations of major developments in the late 19th century and early 20th century painting styles. Examines and compares the two parallel tendencies of Structuralism and Expressionism. Teaches control and management of pictorial space and paint application. Develops personal sources of imagery, and explores the effects of scale and color interaction in personal work. 3cr., 6hr. lect./lab **(HE, DA)**

243 Intermediate Ceramics: Hand Building

Prereq: ART 105, or consent.

Develops vessel and sculptural concepts using hand-building techniques. Introduces the elements of art through the making of ceramic form. Progresses beyond basic hand building techniques to advanced skills: various forming and embellishing techniques, work with plaster and molds, colored slip, colored clay, glaze work, and the firing of kilns. Students work towards development of individual creative expression.
3cr., 2hr. lect./4hr. lab **(HE, DA)**

244 Intermediate Ceramics: Wheel Throwing

Prereq: ART 105, or consent.

Develops vessel and sculptural concepts using wheel-throwing techniques. Introduces the elements of art through the making of ceramic form. Progresses beyond basic throwing techniques to intermediate throwing skills, various forming and embellishing techniques both on the wheel and subsequent to throwing, colored slip work, glaze work, and the firing of kilns. Students work towards development of individual creative expression.
3cr., 2hr. lect./4hr. lab **(HE, DA)**

Astronomy (ASTR)

J. Pye

110 Survey of Astronomy

Prereq: ENG 22 or 55 with grade C or better or placement at ENG 100, and MATH 18 either with grade C or better, or placement at least MATH 82, or consent.
Recommended Prep: High School Science
Introduces the history and methods of astronomy, with descriptive treatments of planets, the solar system, stars, galaxies, and cosmology. Discusses the concepts of size, distance, and time in the observable universe. 3cr., 3hr. lect. **(EA, DP)**

110L Observational Astronomy Laboratory

Prereq: ASTR 110 with grade C or better (or concurrent), and MATH 82 or higher with grade C or better, or placement at least MATH 100. Recommended: ICS 101 or equivalent.
Introduces instrumentation and methods used in astronomical observations and research. Demonstrates astronomical principles through laboratory observations and analysis of astronomical data, and provides experience using instrumentation and software for observations, data collection and analysis, and image processing. 1cr., 3hrs. lab **(EA, EL, DY)**

Auto Body Repair & Painting (ABRP)

D. Tanga

20E Basic Auto Body

Introduces basic auto body skills and procedures. Covers the proper and safe handling of hand and power tools and materials used in the auto body industry. 2cr., 4hr. lect./lab

20F Basic Metal Work

Prereq: ABRP 20E, or consent.
Presents sheet metal repair using the oxy-acetylene torch, MIG (GMAW) welding, and the resistance panel spot welder. Covers the use, maintenance, and safety of the specialized hand and power tools of this repair process. 2cr., 4hr. lect./lab

20G Auto Sheet Metal

Prereq: ABRP 20F, or consent.
Explains the theory and principle of the basic skills required for automotive sheet metal panel repair. Introduces picking and filing, shrinking of damaged sheet metal, and corrosion repair. 2cr., 4hr. lect./lab

20H Body & Fender

Prereq: ABRP 20G, or consent.
Explains principles of auto body repair skills in roughing, dinging, fender and panel repair, and the finishing procedures to complete the body and fender repair process. 2cr., 4hr. lect./lab

20I Auto Body Repair Practicum

Prereq: ABRP 20G, or consent.
Applies exercises in repair methods and procedures discussed in ABRP 20EFGH on live jobs. 2cr., 4hr. lect./lab

22E Basic Auto Refinishing

Presents the basics of automotive refinishing. Emphasizes shop and personal safety in using hand tools, power tools, supplies, and materials for vehicle preparation for painting. 2cr., 4hr. lect./lab

22F Refinish Equipment & Techniques

Prereq: ABRP 22E, or consent.
Introduces safety, proper operation, and maintenance of the tools and equipment used for automotive refinishing. Covers surface preparation and the proper procedures of undercoat applications. 2cr., 4hr. lect./lab

22G Complete Refinishing Techniques

Prereq: ABRP 22F, or consent.
Explains the complete painting process. Covers preparation and application of sealers to surface, to the final detailing of the vehicle. 2cr., 4hr. lect./lab

22H Touch-Up Refinishing Techniques

Prereq: ABRP 22G, or consent.
Introduces vehicle preparation and various techniques for touch up refinishing. 2cr., 4hr. lect./lab

22I Refinishing Practicum

Prereq: ABRP 22H, or consent.
Applies the refinishing procedures and skills acquired in ABRP 22EFGH on live jobs. 2cr., 4hr. lect./lab

40E Automotive Trim and Glass

Prereq: ABRP 20EFGHI and ABRP 22EFGHI, or consent.
Introduces the servicing, removing, and replacing of automotive hardware, interior and exterior trim, fixed and movable glass, and upholstery. 2cr., 4hr. lect./lab

40F Dimensioning Collision Damage

Prereq: ABRP 40E, or consent.
Explains methods to determine collision damages to the automotive chassis and suspension components for conventional framed and unitized vehicles. 2cr., 4hr. lect./lab

40G Frame Alignment & Repair

Prereq: ABRP 40F, or consent.
Analyzes corrective procedures in aligning conventional framed and unitized constructed vehicles. 2cr., 4hr. lect./lab

40H Structural Sectioning

Prereq: ABRP 40G, or consent.
Presents theory and practice of structural sectioning of conventional framed and unitized constructed vehicles. 2cr., 4hr. lect./lab

40I Major Repairs Practicum

Prereq: ABRP 40H, or consent.
Applies exercises in analysis and corrective methods discussed in ABRP 40EFGH on live jobs. 2cr., 4hr. lect./lab

41E Minor Collision Repair

Prereq: ABRP 40EFGHI, or consent.
Explains the repairing of minor collision damage to automotive sheet metal. 2cr., 4hr. lect./lab

41F Mechanical Systems

Prereq: ABRP 41E, or consent.
Introduces trouble shooting of automotive cooling system, air conditioning, and electrical systems during vehicle repair. 2cr., 4hr. lect./lab

41G Plastic Panel Repair

Prereq: ABRP 41F, or consent.
Introduces the repairing of damaged plastic and fiberglass panels and components. 2cr., 4hr. lect./lab

41H Management & Estimating

Prereq: ABRP 41G, or consent.
Introduces the student to the fundamentals of writing and understanding repair estimates and repair orders. Discusses management, business procedures, and

industrial relations. 2cr., 4hr. lect./lab

41I Minor Repairs Practicum
Prereq: ABRP 41H, or consent.
Applies exercises in repair methods and procedures discussed in ABRP 41EFGH on live jobs. 2cr., 4hr. lect./lab

44E Advanced Major Collision
Prereq: ABRP 41EFGHI, or consent.
Applies specialized techniques in major collision repair on live jobs.
2cr., 4hr. lect./lab

44F Advanced Minor Collision
Prereq: ABRP 41EFGHI, or consent.
Applies specialized techniques in minor collision repair on live jobs.
2cr., 4hr. lect./lab

44G Advanced Complete Refinishing
Prereq: ABRP 41EFGHI, or consent.
Applies specialized techniques in complete automotive refinishing on live jobs.
2cr., 4hr. lect./lab

44H Advanced Touch-Up Refinishing
Prereq: ABRP 41EFGHI, or consent.
Applies specialized techniques in automotive touch-up refinishing on live jobs.
2cr., 4hr. lect./lab

44I Advanced Management and Estimating
Prereq: ABRP 41EFGHI, or consent.
Analyzes problem solving in body shop management. Develops special estimating skills on live jobs. 2cr., 4hr. lect./lab

Automotive Technology (AMT)

T. Hussey, K. Takushi

16 Car Care
Prereq: Student must maintain a valid Driver's license throughout duration of the automotive course of studies.
Explores auto mechanics for non-majors with primary emphasis on preventive maintenance service and minor repairs.
2cr., 3hr. lect./lab

20 Introduction to Auto Mechanics
Prereq: Student must maintain a valid Driver's license throughout duration of the automotive course of studies; or consent. Recommended Preparation: Placement at ENG 21 or higher.
Introduces principles for the operation of automotive systems. Explains the selection and use of basic automotive tools, equipment, and procedures for the preventive maintenance and minor repair service. Includes lectures, demonstrations, and lab work on shop training units and "live" service vehicles.
2cr., 4hr. lect./lab

30 Engines
Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Recommended: At least 10th grade reading skill.
Examines principles of operation, diagnosis, service, and repair of modern internal-combustion gasoline engine. Explains use of automotive tools and testing equipment. Applies concepts to live engine projects. 6cr., 12hr. lect./lab

40B Fuel and Emission Systems
Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Recommended: At least 10th grade reading skill, or consent.
Examines principles of operation, diagnosis, and repair of fuel systems and emission systems. Explains carburetion, fuel injection, supercharging, turbocharging, fuel pumps, electronic control systems, and emission controls. Explains use of automotive tools and testing equipment.
4cr., 8hr. lect./lab

40C Electrical/Electronics I
Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Coreq: AMT 41C. Recommended: At least 10th grade reading skill, or consent.
Examines principles of operation, diagnosis, service and repair of the electrical/electronic system. Covers the electron theory, circuits and schematics, batteries, starting and charging system. Explains use of automotive tools and testing equipment. 4cr., 8hr. lect./lab

40G Ignition Systems
Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Recommended: At least 10th grade reading skill; or consent.
Examines principles of operation, diagnosis, service, and repair of the ignition and computer systems. Explains the use of automotive tools and equipment.
4cr., 8hr. lect./lab

41C Electrical/Electronics II
Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Recommended: At least 10th grade reading skill, or consent.
Studies principles of operation, diagnosis, service and repair of electrical/electronic systems. Covers electrical/electronic lighting and accessory systems, including motor driven accessories, supplemental restraints, cruise control, entertainment, and module communications. Explains the use of automotive tools and testing systems. 4cr., 8hr. lect./lab

43 Heating and Air Conditioning
Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Recommended: At least 10th grade reading skill, or consent.
Examines principles of operation, diagnosis, service, and repair of automotive air conditioning, heating, and automatic climate control systems. Explains use of automotive tools and testing equipment.
3cr., 6hr. lect./lab

46 Power Train
Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Recommended: At least 10th grade reading skill, or consent.
Examines principles of operation, diagnosis, and repair of standard transmissions and transaxles, clutches, drive shafts, and drive axles. Explains use of automotive tools and testing equipment.
4cr., 8hr. lect./lab

50 Automatic Transmissions
Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course

of studies. Recommended: At least 10th grade reading skill, or consent.
Examines principles of operation, diagnosis, and repair of automatic transmissions and transaxles. Explains use of automotive tools and testing equipment. 4cr., 8hr. lect./lab

53 Brake System

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Recommended: At least 10th grade reading skill, or consent.
Examines principles of operation, diagnosis, service, and repair of drum, disc, and power brake systems. Explains use of automotive tools and testing equipment. 4cr., 8hr. lect./lab

55 Suspension-Steering

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies. Recommended: At least 10th grade reading skill, or consent.
Examines principles of operation, theory, design, and repair of standard and power steering systems, front and rear suspension, tires, wheels, alignment, and balancing. Explains use of automotive tools and testing equipment.
3cr., 6hr. lect./lab

60 Diagnostic and Repair

Prereq or coreq: AMT 20, 30, 40B, 40C, 40G (or concurrent), 41C, 43, 46, 50, 53, and 55, or consent. Student must maintain a valid Driver's license throughout duration of the automotive course of studies.
Applies diagnostic skills and techniques in advanced automotive mechanics technology with emphasis on realism in lab and shop operations. Includes students being prepared to take the ASE certification exam in the following areas: suspension and steering, electrical/electronics, engine performance, automatic transmission/transaxle, manual drive train and axles, brakes, heating and air conditioning, and engine repair.
8cr., 16hr. lect./lab

80 Small Engine Repair

Explores the theory and practice in the operation, repair, and maintenance of small displacement internal combustion engines including two-cycle and four-cycle types found on single cylinder lawn mowers, power plants, garden tillers, and chain saws. 2cr., 1hr. lect./lhr. lab

Biochemistry (BIOC)

B. Butler, S. Calder, C. Hornick, S. Irwin

241 Fundamentals of Biochemistry

Prereq: MATH 82 with grade C or better, or placement at least MATH 100 or 103, or consent.
Recommended: High school science.
Introduces biological chemistry stressing integration of the fundamental concepts of general chemistry, inorganic chemistry, and organic chemistry with broad application of these principles to the study of living systems. 3cr., 3hr. lect. **(EA, DP)**

244 Essentials of Biochemistry

Prereq: BIOC 241 or CHEM 151 or CHEM 161, or consent.
Introduces chemical principles and concepts of living systems. Emphasizes the composition, function, and transformation of biological substances in animals, plants, and microorganisms. Provides sufficient organic chemistry to supplement a thorough understanding of the general concepts of biochemistry.
3cr., 3hr. lect. **(EA, DP)**

Biological Sciences

See Agriculture, Biology, Botany, Microbiology, Science, and Zoology.

Biology (BIOL)

J. Boswell, B. Butler, S. Calder, A. Coopersmith, C. Hornick, S. Irwin

100 Human Biology

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Surveys human anatomy and physiology. Introduces students to the structure and function of cells, tissues, organs, and systems of the human body. Includes disease processes and recent scientific advances. 3cr., 3hr. lect. **(IN, DB)**

101 Biology and Society

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Introduces characteristics of science, historical development of scientific concepts, and interactions of society with science, illustrated by topics from biological sciences. *(Crosslisted as SCI 121.)*
4cr., 3hr. lect./3hr. lab **(EA, EL, DB, DY)**

102 General Botany

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Studies growth, function, and evolution of plants. Analyzes human interactions with plants and plant interactions with their environment. *(Crosslisted as BOT 101.)* 4cr., 3hr. lect./3hr. lab
(EA, EL DB, DY)

103 Principles of Zoology

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Surveys major animal groups with emphasis on structure, physiology, development, reproduction, evolution, ecology, behavior, and interactions with humans. *(Crosslisted as ZOOL 101.)*
4cr., 3hr. lect./3hr. lab **(EA, EL, DB, DY)**

105 Hawaiian Field Biology

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Surveys, in the classroom and on location, ecosystems from near-shore ocean waters to mountain top. Considers geological history, physical geography, and natural history. Discuss pre-Polynesian establishment of organisms, origins of endemic species, and the influences of human populations on island ecosystems. 4cr., 3hr. lect./3hr. lab
(EA, EL, HI, DB, DY)

124 Environment & Ecology

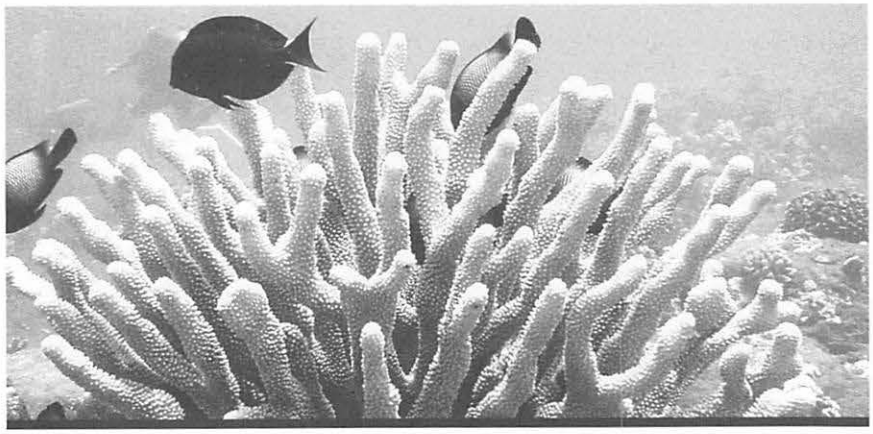
Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Examines the biological and physical principles affecting human interactions with the environment. Explores the impacts of science, technology, values, and perceptions on global ecology. Discusses problems of pollution, overpopulation, and resource depletion with an emphasis on island ecosystems. Evaluates alternatives to current actions and public policies stressing responsibility of the individual. 3cr., 3hr. lect. **(EA, DB)**

124L Environment & Ecology Laboratory

Prereq: BIOL 124 with grade C or better, (or concurrent), or consent.
Laboratory to accompany BIOL 124.
1cr., 3hr. lab **(EA, EL, DY)**

151 Introduction to Genetics

Prereq: ENG 100, or consent.
Recommended: BIOL 100 or 101.
Introduces basic concepts in genetics and explores how they are used in research. Investigates human gene structure and function, including the genetic basis of development, causes of birth defects, mental retardation, genetic diseases, sexual determination, and behavior. Surveys current topics in genetic research.
3cr., 3hr. lect. **(IN, DB)**



151L Introduction to Genetics Lab

Prereq: BIOL 100 or 101, and ENG 100, and MATH 82 either with grade C or better, or placement at least MATH 100 or 103, or consent.
Coreq: BIOL 151, or consent.
Recommended: CHEM 151.
Introduces molecular biology and classical genetics techniques utilized in the science of genetics. Prepares students to engage in laboratory investigations concerning problems in genetics.
1cr., 3hr. lab **(IN, DY)**

152 Introduction to Biotechnology

Prereq: BIOL 100 or 101. ENG 100, and MATH 82, all with grade B or better, or consent. Recommended preparation: High school or college level chemistry and BIOL 151.
Provides and overview of the impact of biotechnology in the achievement of contemporary objectives in the fields of medicine, ecology, food science, and forensics. Introduces the concepts of bioethics, patenting, and regulatory issues. Includes laboratory section with hands-on applications in DNA and protein technologies. 3cr., 2hr. lect/3hr. lab. **(EA, DB)**

171 Introductory Biology I

Prereq or coreq: CHEM 151 or 161, or consent. Coreq: BIOL 171L.
Introduces cell structure and chemistry, growth, reproduction, genetics, evolution, viruses, bacteria, and simple eukaryotes. *Required for life science majors.*
3cr., 3hr. lect. **(EA, DB)**

171L Introductory Biology I Laboratory

Prereq or coreq: CHEM 151 or 161, or consent. Coreq: BIOL 171, or consent.
Laboratory to accompany BIOL 171.
1cr., 3hr. lab **(EA, EL, DY)**

172 Introductory Biology II

Prereq: BIOL 171, or consent.
Continues BIOL 171. Includes anatomy, physiology, and systematics of plants and animals. Studies behavior, ecosystems, populations, and communities.
3cr., 3hr. lect. **(EA, DB)**

172L Introductory Biology II Laboratory

Prereq: BIOL 171, 171L, and 172 (or concurrent), or consent.
Laboratory to accompany BIOL 172.
1cr., 3hr. lab **(EA, EL, DY)**

200 Coral Reefs

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Introduces the biology, ecology, and geology of stony corals and the reef structures they build. Identifies the roles of other members of the coral reef community including algae, other invertebrates, and fishes. Explores the use of corals as resources and the impacts of human activities on coral reefs.
4cr., 3hr. lect./3hr. lab
(EA, EL, HI, DB, DY)

225 Fundamentals of Cell & Molecular Biology

Prereq: BIOL 151, BIOL 171 & 171L, CHEM 161 & 161L, and MICR 130, and CHEM 162 & 162L or BIOC 241, or consent.
Recommended: ENG 100.
Introduces the fundamentals of cell and molecular biology. Covers the physiology of prokaryotic and eukaryotic cells, protein structure and functions, protein synthesis, genome organization in viruses, gene cloning, DNA technology, and genetic engineering. Discusses bioethics.
4cr., 3hr. lect./3hr. lab **(DB, DY)**

226 Methods in Biotechnology

Prereq: BIOL 225 with C or better, or consent.
Focuses on techniques, ethical issues and theory for the biotechnology industry. Covers concepts and skills including protein biochemistry, tissue culturing techniques, manipulation, extraction and purification of DNA, probe preparation and hybridization methods. Emphasizes aseptic techniques, along with methods of media preparation, growth and maintenance bacteria.
5cr., 11hr. lect./lab **(EA, EL)**

Blueprint (BLPR)

C. Atay, A. Carson

22 Blueprint Reading & Drafting

Introduces principles of pictorial and architectural drawing, interpretations of working drawings and specifications, and drafting practices. 3cr., 3hr. lect.

40 Blueprint Reading & Estimating

Prereq: BLPR 22, or consent.
Treats reading and interpreting blueprints and specifications. Covers material take offs, working drawings, sketch, and work schedules.
3cr., 5hr. lect./lab

Botany (BOT)

J. Boswell, A. Emmsley, S.K. Raymond

101 General Botany

Studies growth, function, and evolution of plants. Analyzes human interactions with plants and plant interactions with their environment. *(Crosslisted as BIOL 102.)* 4cr., 3hr. lect./3hr. lab
(EA, EL, DB, DY)

105 Hawaiian Ethnobotany

Identifies endemic, indigenous, and Polynesian introduced flora of Hawai'i. Examines the many uses of Hawai'i's flora by the indigenous people. Reveals the relationship of gods/plants/man, and connects belief and practices with the intentional migration of specific plants. *(Crosslisted as HWST 211). Meets Social Science requirement, not Natural Science requirement.* 3cr., 3hr. lect./lab **(CO, EA, HI, DS)**

Business (BUS)

R. Boritzer, D. Grooms, R. Klein, R. Miller, J. Moore, L. Peros, M. Wukelic

120 Principles of Business

Prereq: ENG 19 with grade C or better, or placement at least ENG 22 or 55, or consent. Recommended: ENG 22 or 55 with grade C or better, or placement at ENG 100.
Surveys the fundamentals of American business enterprise. Treats the foundations and responsibilities of business, management, finance, marketing, and the legal, government, and social environment. 3cr., 3hr. lect./disc.

125 Starting a Small Business

Prereq: ENG 19 with grade C or better, or placement at least ENG 22 or 55, or consent. Recommended: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Surveys the small business environment, establishing a firm, decision-making processes, marketing assessments, financing, operations considerations, and government regulations. Covers development of a business plan. Designed for those who wish to start or are currently operating their own small business.
3cr., 3hr. lect.

130 Business Communication - Oral

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Develops competence in oral communication within business and organizational context. Provides the theory and practical skills to be a confident and effective communicator in a variety of business and organizational settings. *(Crosslisted as COM 130.)* 3cr., 3hr. lect.
(FO, CO, DA)

150 Personal Finance

Prereq: ENG 19 with grade C or better or placement at least ENG 22 or 55, and MATH 18 with grade C or better, or placement at least MATH 82, or consent.
Introduces financial planning, money management and tax planning. Includes financing real and personal property, purchasing insurance and managing investments. *(Crosslisted as ECON 150.)* 3cr., 3hr. lect.

301 Introduction to ABIT

Prereq: Admission to the ABIT program.
Focuses on skills required for ethical and effective conduct in business. Includes teamwork, oral presentation, writing, computer skills, and social skills that are part of the business world. 1cr., 1hr. lect.

318 Principles of Finance

Prereq: ACC 202, BUS 120, ECON 130, 131, MATH 115, 135, or higher, or consent.
Focuses on financial analysis and management. Includes financial statement analysis, discounted cash flow, financial markets and interest rate determination, stock and bond valuation models, capital budgeting, and management of working capital utilizing manual calculations. Provides knowledge of the concepts of risk and return, cost of capital, and capital structure. Includes international finance and elements of business ethics.
3cr., 3 hr. lect.

320 Entrepreneurship – Opportunity Recognition and Evaluation

Prereq: MGT 310 and MKT 300, or consent.
Develops skills necessary to recognize an opportunity, and evaluate the viability of an idea, prior to the investment of significant time and money. Uses student teams to develop, present, and critique entrepreneurial startups. 3cr., 3hr. lect.

322 New Venture Leadership

Prereq: MGT 310, or consent. Recommended: PSY 100 or SOC 100.
Focuses on organizational leadership. Emphasizes the human dimension within organizations. Provides a foundation for understanding the process and stages of organization dynamics. Includes the management of change and innovation.
3cr., 3hr. lect.

415 Entrepreneural Business Planning

Prereq: ACC 300, BUS 318, MGT 310, and MKT 300; or consent.
Teaches development and implementation of business plans. Includes research, writing, and presentations. Explores the use of business plans for raising capital, starting a new business, and validating timelines. 3cr., 3hr. lect.

420 Global Business Strategies

Prereq: MKT 300 and MGT 310, or consent.
Focuses on understanding the global environment and the interconnections of cultural, political, legal, economic, and ethical systems. Identifies forms of business ownership and international opportunities. Explores basic concepts underlying international finance, management, marketing, and trade relations. 3cr., 3hr. lect.

495 ABIT Capstone

Prereq: BUS 318 and 320, MGT 400 and ICS 418, all with grade C or better, or consent.
Provides an opportunity to utilize and demonstrate the tools and understanding developed during the ABIT program. Includes strategy formulation and implementation, competitive analysis, and e-commerce as models for problem solving and decision-making in an organizational setting. A capstone project is required. 6cr., 6hr. lect.

Business Technology (BUSN)

C. Carletta, C. Pascual, M. Wukelic

70 Filing

Prereq or coreq: ENG 22 or 55, or consent.
Introduces indexing and filing procedures. Covers the theory and practice of alphabetic, geographic, and subject systems. 1cr., 1.33hr. lect./lab

89 Electronic Calculating

Gives students practice with real world skills used in the modern business environment. Emphasizes proper technique and speed with the ten-key pad found on calculators, computer keyboards, and cash registers. Develops the ability to work with numbers and use of a calculator to perform business computations. 1cr., 1.25hr. lect./lab, 1hr. lab

110 Office Computer Troubleshooting and Maintenance

Prereq: BUSN 150 or ICS 101 either with grade C or better, or consent.
Introduces basic troubleshooting and maintenance procedures for personal computers used in typical office environments. Develops basic understanding of computer hardware modules and operating system software. Covers system assembly, disassembly, configuration, booting up, preparing disk drives, loading operating system software, diagnosing problems, and upgrading. 3cr., 3.5hr. lect./lab

121 Introduction to Word Processing

Introduces the parts of a personal computer and how the computer keyboard and mouse are used. Develops the ability to key alphabetic, punctuation, number, symbol keys, and the ten-key pad by touch. Further develops speed, accuracy, and technique keying. Introduces document formatting. 3cr., 3hr. lect./lab

123 Word Processing for Business

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent. Recommended: 35 gross words a minute (gwam) or BUSN 121 with grade C or better.
Uses advanced features from a word processing program to create business documents emphasizing production and proofreading. Integrates knowledge of the Internet and the computer. Includes timed computer keyboarding skills for creating and editing business documents and sending electronic attachments. 3cr., 3hr. lect./lab

150 Introduction to Business Computing

Recommended: BUSN 121 or high school typing.
Introduces the role of computers in the evolution of an information-based society. Reviews history and need for information processing, the basic information processing cycle and functions, processing capabilities of computers, system development, and program development. Provides students with experience in an operating system and business applications, such as word processing, database management, spreadsheets, and presentation software. 3cr., 3hr. lect./lab **(FI)**

151 Intermediate Business Computing

Prereq: BUSN 150 or ICS 101 either with grade C or better, or consent.
Expands the concepts of business computing introduced in BUSN 150. Develops greater proficiency in creating, modifying, and printing documents, spreadsheets, database queries, reports, and forms. Broadens knowledge of word processing, spreadsheet, database, and presentation software. Provides experience with typical business applications that utilize Intranet and Internet technologies. 3cr., 3hr. lect./lab **(FI)**

157 Desktop Publishing for Business

Prereq: BUSN 150 or ICS 101 either with grade C or better, or consent.
Introduces desktop publishing on the personal computer. Develops proficiency in creating and modifying layout for brochures, business cards, fliers, and newsletters. Covers basic principles of graphics designs, formatting techniques, importing text files from word processing programs, preparing and importing various types of graphics, and creating special effects with graphics and text. 3cr., 4hr. lect./lab

161 Customer Service

Prereq: ENG 22 or 55, or placement at ENG 100, or consent.
This course builds and maintains the critical skills and understanding necessary to be a dynamic and successful member of today's rapidly growing service economy. Individuals who work with customers will gain insight into customer behavior and attitudes and will develop strategies to create positive customer relationships encountered in various situations on the job. This is a Business Technology course.
3cr., 3hr. lect./lab

166 Professional Employment Preparation

Recommended: Ability to keyboard and knowledge of word processing.
Facilitates employment search by emphasizing professional techniques and standards in the preparation of applicaion forms, resumes, cover letters, and employment interviews. *(Crosslisted as IS 105C.)* 1cr., 1lect.

170 Records and Information Management

Prereq: ENG 100 (or concurrent), or consent.
Studies principles and procedures for organizing and operating Records and Information Management (RIM) programs. Topics include: selection of filing systems, equipment, and supplies, procedures for storage, retrieval, transfer, retention, and disposal of record; records inventory and analysis; records protection and disposition; and study and application of ARMA (Association of Records Managers and Administrators) rules for alphabetic, alphanumeric, geographic, numeric, and subject methods. Helps a business or organization meet its fiscal, legal, governmental, requirements by managing its information systems.
3cr., 3hr. lect./lab

183 Executive Transcription

Prereq: BUSN 123 and ENG 209 (or concurrent), or consent.
Develops machine transcription skills for the conversion of business documents from dictated, unedited material to correctly formatted, mailable copy. Emphasizes executive, medical, legal, and technical terminology.
3cr., 3hr. lect./lab

185 Processing Physician's Orders

Prereq: NURS 50 and BUSN 123 both with grade C or better, or consent.
Introduces skills for transcribing physician orders. Includes transcribing medication, intravenous, admission, pre-operative, post-operative, and referral orders. Includes computer transcription.
3cr., 1hr. lect./4hr. lab

189 Business Mathematics

Prereq: MATH 18 either with grade C or better, or placement at least MATH 82, or consent.
Introduces various quantitative computational procedures used in accounting and finance such as present and future value concepts, payroll, inventory, and international currency exchange rates. Utilization of the electronic 10-key pad as a tool for calculating will be stressed.
3cr., 3hr. lect./lab

193v Business Technology Cooperative Education

Prereq: Business Technology major or permission of department or instructor.
Provides practical career-related work experience through a program used nationally in colleges and universities to apply classroom knowledge and to develop job competencies. Full-time or part-time work in private and public sectors of the business, government and industrial communities is utilized for this program.
1-3cr., 1.25hr. Seminar/Minimum 75 documented field experience hours per credit (e.g., 1cr.=75hrs; 2cr.=150hrs.)

232 Business Computer Spreadsheets

Prereq: BUSN 151 and BUSN 189 both with grade C or better, or consent.
Covers business spreadsheets with special attention to advanced techniques required by experts. Develops critical thinking skills for applying software tools to business problems. Covers financial and logical functions, custom formatting, charts and graphs, multi-sheet and shared workbooks, formula auditing, data importing, Web features, one-variable and two-variable data tables, and application development tools.
3cr., 3hr. lect./lab

237 Business Computer Databases

Prereq: BUSN 151 and BUSN 189 both with grade C or better, or consent.
Covers business databases with special attention to advanced techniques required by experts. Develops critical thinking for applying software tools to business problems. Covers databases and table creation and modification, queries, forms, reports, defining data relationships, importing and exporting data, multi-user databases, operations on the Web, and creating database applications.
3cr., 3hr. lect./lab

261 Web Page Construction Fundamentals and Marketing

Prereq: BUSN 150 or ICS 101 either with grade C or better, or consent.
Introduces web page construction including HTML code, Internet service providers, and web page construction software. Examines World Wide Web marketing strategies. 3cr., 3hr. lect./lab

262 e-Commerce Web Construction and Marketing

Prereq: BUSN 261 with grade C or better, or consent.
Introduces e-Commerce web page construction including advanced HTML Code, Internet service providers, web page construction software, shopping baskets, marketing strategies, and other topics. 3cr., 3hr. lect./lab

286 Legal Terminology and Procedures

Prereq: ENG 209 with grade C or better, or consent.
Covers the skills needed for a legal office assistant in a law firm or other legal setting. Explains legal terms, concepts, and principles. Emphasizes creating, formatting, and editing common types of legal documents. 3cr., 3hr. lect./lab

292 Integrated Office Procedures

Prereq: BUSN 123, 151, and 157 all with grade C or better, or consent.

Includes advanced word processing, spreadsheet, database, integration of applications, and creation of a web site. Incorporates electronic presentations for projects. Utilizes Microsoft or Corel WordPerfect Office applications. Applies electronic presentations for projects. Prepares for Microsoft Office User Specialist (MOUS) Core certification. Designed to bring together within a portfolio all elements of learning from the Business Technology program. 3cr., 3hr. lect./lab

Business Law (BLAW)

R. Miller

200 Legal Environment of Business

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.

Introduces legal environment in which businesses operate with particular attention to principles of law relating to contracts, agency, commercial paper, partnerships, corporations, and government regulations. 3cr., 3hr. lect.

Carpentry (CARP)

C. Atay, A. Carson

20 Basic Carpentry Skills

Prereq: ENG 19 with grade C or better or placement at least ENG 22 or 55, and at least MATH 18 with grade C or better (or concurrent); or consent.

Introduces proper use and maintenance of carpentry hand and power tools. Practices selecting and using construction materials and fastening systems. 3cr., 1hr. lect./3hr. lab

41 Rough Carpentry

Prereq: CARP 20, or consent.

Introduces theoretical and on-the-job skills necessary to lay out and construct foundations, wall and ceiling framing, and roofing systems for residential and light commercial construction. 3cr., 4hr. lect./lab

42 Exterior Finishing

Prereq: CARP 20, or consent.

Covers theoretical and on-the-job skills necessary to install exterior windows, doors, roofing, siding, and decks in residential and light commercial construction. 3cr., 4hr. lect./lab

43 Interior Finish

Prereq: CARP 20, or consent.

Introduces interior finish of floors, walls, ceiling, trim and special feature applications in residential and light commercial construction. 3 cr., 4hr. lect./lab

44 Cabinets and Stairways

Prereq: CARP 20, or consent.

Focuses on installation of cabinets, countertops, stairways, and railings in residential and light commercial construction. 3 cr., 4hr. lect./lab

Chemistry (CHEM)

S. Calder, S. Irwin

151 Elementary Survey of Chemistry

Prereq: ENG 22 or 55 with grade C or better or placement at ENG 100, and MATH 82 with grade C or better, or placement at least MATH 103, or consent.

Provides the beginning student with background in the fundamentals of chemistry. Intended for students needing a one-semester science course. Presents films, demonstrations, and experiments of introductory laboratory techniques illustrating chemical principles. 4cr., 3hr. lect./3hr. lab **(FN, DP, DY)**

161 General Chemistry I

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, and MATH 103 with grade C or better (or concurrent) or placement at least MATH 135, or consent. Coreq: CHEM 161L.

Covers basic principles of chemistry including introduction to units, equations, atomic structure, chemical bonding, gases, crystals, and solutions. 3cr., 3hr. lect. **(FN)**

161L General Chemistry Laboratory I

Coreq: CHEM 161, or consent.

Presents laboratory experiments illustrating fundamental principles of chemistry. 1cr., 3hr. lab **(DP)**

162 General Chemistry II

Prereq: CHEM 161 and MATH 135, or consent. Coreq: CHEM 162L.

Covers reaction thermodynamics, chemical kinetics, chemical equilibrium, acids and bases, solubility, complex ions, oxidation-reduction, and the various groups of elements including their differences, production, uses, and reactions. 3cr., 3hr. lect. **(FN, DP)**

162L General Chemistry Laboratory II

Coreq: CHEM 162, or consent.

Presents laboratory experiments illustrating fundamental principles of chemistry. 1cr., 3hr. lab **(DY)**

Communication (COM)

C. Thompson

130 Business Communication - Oral

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.

Develops competence in oral communication within business and organizational context. Provides the theory and practical skills to be a confident and effective communicator in a variety of business and organizational settings. *(Crosslisted as BUS 130.)* 3cr., 3hr. lect. **(FO, HE, DA)**

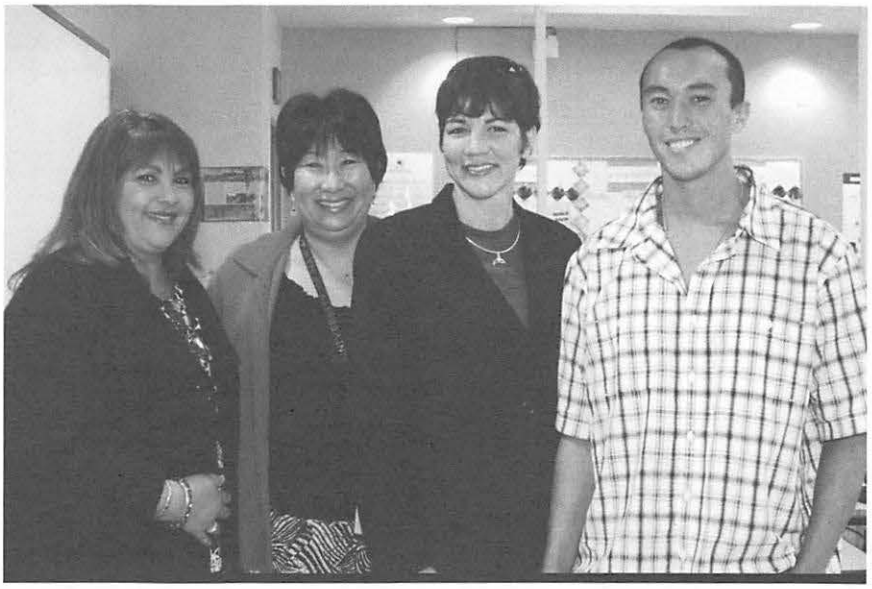
145 Interpersonal Communication I

Provides the theory and practical skills to be a competent communicator in a one-to-one setting. 3cr., 3hr. lect. **(FO, IN,DS)**

210 Intercultural Communication I

Prereq: ENG 100, or consent.

Explores problems and opportunities of communicating in a variety of intercultural contexts. Focuses on theory and practice in managing intercultural communication effectiveness. 3cr., 3hr. lect. **(FO, CO, DS)**



215 Conflict Resolution & Mediation

Prereq: COM 145 or BUS/COM 130 or PSY 100 with grade C or better, or consent. Recommended: ENG 100 with grade C or better.
Explores the reason for conflict and the different approaches for seeking resolution for conflict. Studies personal and societal value systems, the psychology of how people respond to conflict, the impact of culture on conflict styles, communication skills useful in dealing with conflict, and alternative resolution strategies. Practices mediation skills as a third party intervention method. *(Crosslisted as PSY 253.)* 3cr., 3hr. lect. **(CO,DS)**

353 Conflict Management & Resolution

Prereq: ENG 100, PSY 100, or SOC 100, any with grade C or better; and BUS/COM 130, COM 145, or COM 210, any with grade C or better; or consent. Recommended: PSY 253/COM 215.
Examines communication and behavior in interpersonal conflict through analysis of professional and personal relationships. Assesses political, social, and cultural influences on conflict, and applies Western and Polynesian models of dispute resolution processes in relational conflict. *(Crosslisted as PSY 353.)*
3cr., 3hr. lect. **(DS)**

459 Intercultural Communication II

Prereq: ENG 100 with grade C or better, or consent.
Surveys the major factors affecting interpersonal communication between/among members of different cultures. Expands breadth and depth of knowledge of cultural, social, and political influences on intercultural communication. Focuses on theory, research, and managing intercultural effectiveness globally. 3cr., 3hr. lect. **(DS)**

Community Health Worker (CHW)

N. Johnson

150 Community Health Worker

Prereq: ENG 19 with grade C or better, or placement at ENG 22, or consent. Recommended: BIOL 100; PHRM 103, 104, 105; HLTH 150 with grade C or better ,(or concurrent).
Introduces theoretical and practical clinical skills necessary for providing basic health care assistance and screening services. 4cr., 8hr. lect./lab

155 Community Health Worker Externship

Prereq: CHW 150 and PHRM 105 both with grade C or better; or consent.
Provides practical skills and experiences in clinic settings and in primary health care centers. Increases ability and effectiveness in inter-agency networking, home visiting/client assessments, and case management techniques.
3cr., 8hr. lect./lab

Cooperative Arts & Sciences Education (CASE)

See Special Curricula section on page 56 for details, or call 984-3318.
CASE 193v, 293vWork-based learning. Cooperative Education is an academic course which awards college credits to students who participate in a field experience that is related to their major or career goals. Majors that *require* one or more semesters of Cooperative Education are Administration of Justice, Electronic and Computer Engineering Technology, Business Technology, and Hospitality and Tourism at the 193v and 293v levels.

CASE 393v, 493v Work-based learning.
Prereq: Students must be upper division program majors; or consent.
Cooperative Education is an academic course which awards college credits to students who participate in a field experience that is related to their major or career goals. ABIT degree majors may take Cooperative Education as an elective.

Cooperative Vocational Education (CVE)

See Special Curricula section on page 56 for details, or call 984-3318.
CVE 93v, 193v, 293v Work-based learning.

Culinary Arts (CULN, FSER)

(Formerly Food Service (FSER)

D. Louie, B. Marquez, T. Shurilla, C. Speere, T. Lelli

111 Introduction to the Culinary Industry

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent.
Provides an overview of the culinary industry within the aspects of the entire hospitality industry. Provides students with an introduction to the historical, social, and cultural forces that have affected and shaped the industry of today. Identifies job qualifications and opportunities, professional standards, communication skills, and attitudes essential for successful workers in the industry. *(Formerly FSER 20.)* 2cr., 2hr. lect.

112 Sanitation and Safety

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent.
Studies and applies the principles and procedures of sanitation and safety in the hospitality industry. Includes the study of food-borne illnesses, biological, chemical, physical hazards, and cross-contamination as they may occur during the flow of food. Introduces HACCP (Hazard Analysis Critical Control Point) and other sanitation and safety programs. Covers safety issues and OSHA (Occupational Safety and Health Administration) guidelines and standards as they apply to the hospitality industry. *(Formerly FSER 21.)* 2cr., 2hr. lect.

114 Introduction to Beverage Department

Prereq: CA in CULN, or consent.
Meets the basic needs of cooks with regards to alcoholic beverages used in the restaurant industry. Surveys the following areas: basic production processes of alcoholic beverages, bar set-up and equipment used, job descriptions of the various positions commonly found in the service of alcoholic beverages. Specific service techniques used in those positions and what it means to serve alcoholic beverages responsibly. 1cr., 1hr. lect.

115 Menu Merchandising

Prereq: CA in CULN, or consent.
Covers principles of menu merchandising such as cost and pricing, equipment and personnel, design and format, and marketing. 2cr., 2hr. lect.

120 Fundamentals of Cookery

Prereq: CULN 112 with grade C or better (or concurrent); or consent.
Focuses on fundamental concepts, skills, and techniques of cookery. Includes the use of standardized recipes. Covers basic cooking methods for meats, poultry, seafood, vegetables, and starches. Teaches identification, use and maintenance of equipment, tools, and utensils in a safe and sanitary manner. *(Formerly FSER 50 & 60.)* 4cr., 30hr. lect./90hr. lab per semester *(to be offered as 5 wk. or 8 wk. module)*

121 Culinary Skill Building

Prereq: CULN 112 with grade C or better (or concurrent), or consent.
Identifies and practices individual culinary skill components necessary in the professional kitchen. Stresses the importance of professional attitudes and habits toward work. Introduces and practices professionalism and self-development. Emphasizes knife skills, stocks and sauces, soups and egg cookery. 4cr., 30hr. lect./90hr. lab per semester

131 Short Order Cookery

Prereq: CULN 112 with grade C or better (or concurrent), or consent.
Identifies and uses tools, equipment, supplies, and foods used in a short order kitchen. Examines various positions in the short order kitchen. Practices, applies, and analyzes principles of cookery and service of short order foods. 2cr., 15hr. lect./45hr. lab per semester

140 Cold Food Pantry

Prereq: CULN 112 with grade C or better (or concurrent), or consent.
Identifies and uses tools, equipment, supplies, and foods used in the cold food kitchen. Discusses the preparation and properties of cold food ingredients. Examines and practices the preparation, presentation, quality control, and merchandising of foods served cold. 2cr., 15hr. lect./45hr. lab per semester

150 Fundamentals of Baking

Prereq: CA in CULN, or consent.
Studies and uses bakery tools, equipment, materials, and recipes. Provides practical experience in working basic hotel and restaurant bakery stations. Involves quality production of bakery goods, pastries, and desserts. 4cr., 2hr. lect./6hr. lab per semester

160 Dining Room Service

Prereq: CULN 112 with grade C or better, or consent.
Provides study and practice in various types of table service. Teaches proper serving etiquette with respect to customer relations. Includes practical experiences in a public dining room. 3cr., 15hr. lect./90hr. lab per semester

220 Advanced Cookery

Prereq: CULN 112, 120, 121, 131, 140 with grade C or better, or consent.
Provides practice and theory in the art of ala carte and banquet food production as found in quality hotels and specialty restaurants. 5cr., 2hr. lect./9hr. lab

240 Buffet Preparation

Prereq: CA in CULN, or consent.
Provides instruction and demonstration in the preparation of hot and cold hors d'oeuvres, canapes, aspics, chaud-froids, mousses, pates and terrines, buffet centerpieces, and vegetable and ice carvings. Discusses buffet catering, set-up, and menu planning. 4cr., 2hr. lect./6hr. lab

250 Advanced Baking I

Prereq: CULN 150 with grade C or better, or consent.
Develops skills used in the production of more advanced baked pastry and confectionery products: especially chocolates, sugars, candies, and decorated specialties. 4cr., 30hr. lect./90hr. lab per semester

251 Advanced Baking II

Prereq: CULN 250 with grade C or better, or consent.
Develops skills used in the production of more advanced baked pastry and confectionery products: especially souffles, frozen items, marzipan, and decorated specialties. 4cr., 30hr. lect./90hr. lab per semester

265 Beverage Operations

Prereq: CA in CULN, or consent.
Covers product identification of wines, beers, and spirits, including how they are manufactured and marketed. Emphasizes bar management over bartending skills. Teaches principles of setting up and operating a bar, including cost and quality controls, sales/merchandising, customer relations, and serving alcoholic beverages responsibly. 3cr., 3hr. lect.

271 Purchasing & Cost Controls

Prereq: CA in CULN, or consent.
Analyzes purchasing and food control systems in commercial food service operations. Practices cost and sales analysis, comparative buying, and inventory control. 4cr., 8hr. lect./lab

280 Food, Cooking, & Health in Hawai'i

Prereq: CA in CULN and FSHN 185, or consent.
Introduces the unique aspects of Hawai'i and Hawaiian culture as they relate to food, the origins of native Hawaiian foods, their uses and the protocol involved. Relates changes in traditional Hawaiian menus and diets to society and time. Discusses nutrition principles of the traditional Hawaiian diet and use those principles to develop healthy foods and menus in partnership with local farmers. Identifies native Hawaiian foods and uses them to develop a contemporary cuisine. 3cr., 1hr. lect./6hr. lab

281 Cooking for Better Health

Prereq: CA in CULN and FSHN 185, or consent.
Reviews and studies basic nutrition principles upon which healthy menus can be built. Combines nutrition, nutritional cooking principles and advanced cookery methods and techniques to produce and serve healthy classical and modern cuisine. 3cr., 1 hr. lect./6hr. lab

292v Work Practicum

Prereq: CULN 112 (or concurrent); or consent.
Provides broad-based exposure to principles and practices of the fundamentals of catering with the food service industry. Utilize practical hands-on experiences to teach the facets of sales, planning, preparation, and service of catered on and off premise affairs covering: theme, receptions, buffets, and banquets. Also provides a means for experiencing a diversity of on-site food service through field trips. *(May be repeated for a maximum of 9 credits.)* 1-3 cr., hours arranged

293v Culinary Arts Field Experiences

Prereq: CA in CULN, or consent.
Offers flexible, customized, and supervised school-to-work experiences in all aspects of the culinary arts industry. Integrates and applies classroom theory to work situations via numerous field experiences. Infuses the "Culinarian's Code" into field experiences. *(May be repeated for a maximum of 9 credits.)* 5-15hr. field experience per week and seminars arranged

294v Work Practicum & Seminar in the Culinary Arts

Prereq: CULN 111, 112, 120, 121, 131, 140 with grade C or better, or consent.
Provides individualized, broad-based exposure to the principles and practice of the culinary arts via supervised work experiences in various operational capacities. Utilizes seminars to enhance application and relevance of principles and required compentencies. Encourages cooperative and collaborative skills, development, professional and personal growth. *(May be repeated for a maximum of 9 credits.)* 1-3cr., 1hr. lect., 3hr. practicum per credit per week.

Dance (DNCE)

131 Modern Dance I

Provides an introduction to basic modern dance technique skills and explores the creative process through dance.
3cr., 4hr. lect./lab *(***HE,DA)**

132 Modern Dance II

Prereq: DNCE 131, or consent.
Provides a continuation of the development of skills and concepts introduced in DNCE 131. 3cr., 4hr. lect./lab **(HE, DA)**

141 Jazz Dance I

Introduces the fundamental techniques of jazz dance to the beginning student and encourages creativity through movement and music. 3cr., 4hr. lect./lab **(HE, DA)**

150 Survey of Dance

Provides a survey of contemporary western dance including ballet, modern dance and jazz, with emphasis on appreciation and understanding of dance as an art form. 3cr., 3hr. lect. **(DA)**

180 Dance Production I

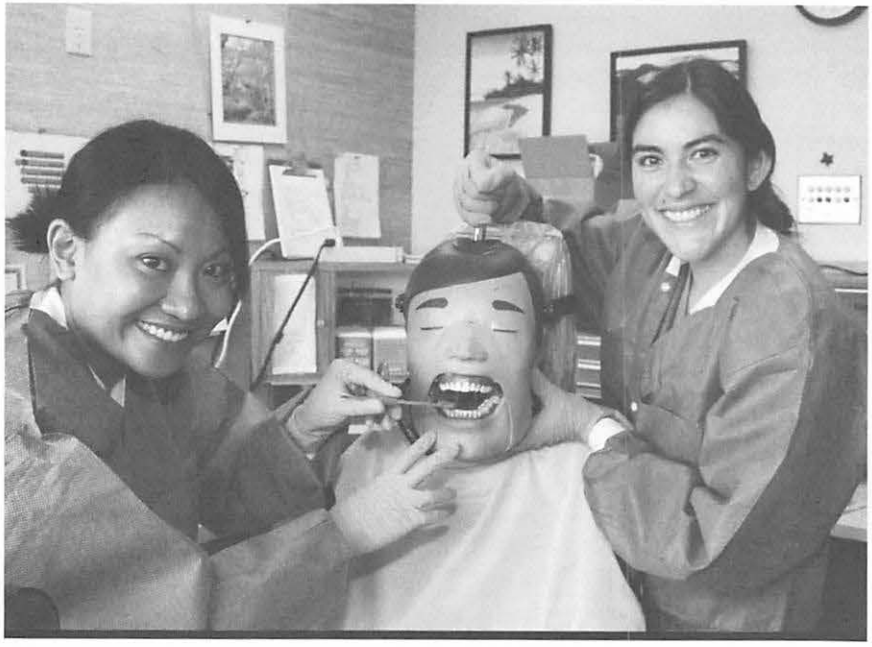
Coreq: DNCE 131 or 132, or consent.
Provides an opportunity for creation and performance of a dance piece. Addresses all aspects of production.
1cr., 2hr. lect./lab **(DA)**

Dental Assisting (DENT)

J. Yamada

120 Dental Office Principles for Dental Assistants

Prereq: Admission to Dental Assisting program or consent, and ENG 22 with grade C or better, or placement at ENG 100.
Develops skills and knowledge to manage the business activities of the dental office. Introduces communication skills, record and financial management, scheduling practices, marketing and career objectives for the dental assistant. Includes telephone techniques, scheduling and confirming appointments, organization of files, charts and patient records, claims processing, accounting, patient needs and follow-up, marketing techniques, maintaining and ordering of dental supplies. 3cr., 3hr. lect.



150 Orientation to Dental Assisting

Prereq: Admission to Dental Assisting program, or consent.

Provides an orientation to dental practice, including specialties, history, professional and legal responsibilities, role of the dental auxiliary, dental and medical terminology, patient communication, and office personnel relationships. Introduces infectious diseases important to dentistry, hazardous materials and waste management, and rules of regulatory agencies (DCCA, OSHA, CDC, and ADA). Teaches disinfection, instrument decontamination, sterilization procedures, tray set-up preparation, and protocols and emergency procedures for hazardous and biohazardous waste or materials. (Letter grade only.)
2cr., 2hr. lect.

151 Intro to Chairside Dental Assisting

Prereq: Admission to Dental Assisting program, or consent.

Introduces basic procedures of chairside assisting, use and care of dental equipment, patient management, instrument identification, sterilization procedures and tray set-up preparation, and manipulation of dental materials, including temporary dressings, cement bases and liners, topical agents, alginates, composites, resins, and amalgams. Includes supervised clinical experience in dental and periodontal charting, and dental assisting functions. *(Letter grade only.)*
5cr., 1hr. lect./9hr. lab/2hr. lect./lab

152 Chairside Dental Assisting

Prereq: DENT 151 with grade C or better, or consent.

Provides supervised clinical experience in dental assisting. Includes supervised clinical in externship environments. Includes advanced and specialty chairside procedures. *(Letter grade only.)*
4cr., 12 hr. lab

154 Dental Materials

Prereq: DENT 151 with grade C or better, or consent.

Reviews physical and chemical properties and manipulations of alginate impression materials, gypsum products, cements, resins, matallic and non metallic restorative materials, investments, and waxes. Introduces physical and chemical properties and manipulation of hydrocolloid impression materials, polysufide elastmeric impression materials, condensations silicone and polysiloxane/polyvinyl elastomeric impression materials. *(Letter grade only.)* 1cr., 2hr. lect./lab

164 Oral Biology I

Prereq: Admission to the Dental Assisting program, or consent.

Discusses general anatomy of the skull; arteries, veins, and lymphatics; musculature; and nervous structures of the head and neck, including the normal periodontal tissues, oral mucous membranes, and salivary glands. Includes the embryologic development of the structures and tissues of the head, neck, teeth and oral cavity, oral microbiology, and nutrition. Discusses the anatomy and identification of teeth, the eruption sequence, normal occlusion, and classification of occlusion. *(Letter grade only.)*
3cr., 2hr. lect./2hr. lect./lab

165 Oral Biology II

Prereq: DENT 164 with grade C or better, or consent.

Reviews embryonic development of the structures and tissues in the head, neck, teeth, and oral cavity. Discusses histology of the hard and soft tissues of the oral cavity. Explains development of structural defects involving the oral cavity and teeth. Includes normal periodontal tissues, oral mucous membranes, and salivary glands. *(Letter grade only.)*
2cr., 4hr. lect./lab

176 Dental Radiology I

Prereq: Admission to the Dental Assisting program, or consent.

Discusses production, characteristics, and biological effects of radiation, and the functions, components, and operation of the x-ray unit. Includes radiation protection and monitoring, chemistry and techniques associated with x-ray film, and developing solutions. Reviews anatomic landmarks, and introduces intra-oral and long-cone radiographic techniques in bitewing, periapical, and occlusal surveys. *(Letter grade only.)*
2cr., 3hr. lab/2hr. lect./lab

177 Dental Radiology II

Prereq: DENT 176 with grade C or better, or consent.

Discusses evaluation of film quality and recognition of anomalies and variations in tissue density. Introduces specialized procedures for the perodontic, endodontics, and edentulous patient. Explains forensic and legal considerations, and introduces principles of panoramic and cephalometric film. *(Letter grade only.)*
1cr., 3hr. lab

Dental Hygiene (DH)

R. Vierra

150 Oral Histology & Embryology

Prereq: DENT 165 with grade C or better, or consent.
Describes general and oral histology including an overview of oral embryology, a study of the fundamentals of cytology, and the normal microscopic anatomy of oral tissues. 2 cr., 1hr. lect/2hr. lect./lab

153 Assessment Procedures in Dental Hygiene

Prereq: Admission to Dental Hygiene program.
Provides an orientation to dental hygiene practice. Focuses on the assessment techniques of the dental hygiene process of care model. Introduces infectious diseases important to dentistry, hazardous materials management, waste management, and rules of regulatory agencies (DCCA, OSHA, CDC and ADA). Teaches disinfection, instrument decontamination, sterilization procedures, tray set-up preparation and protocols, and emergency procedures for hazardous and biohazardous waste and materials. Focuses on dental hygiene assessment procedures including: review of health/dental history, vital signs, extra/intraoral examination, assessment of the dentition, and comprehensive periodontal examination. Discusses rationale for collection of assessment data and associated clinical procedures. 2cr., 2hr. lect.

155 Dental Emergencies

Prereq: Admission to Dental Hygiene program.
Provides an overview of medical and dental emergencies including prevention of and preparedness for management of emergencies, client observation, and vital signs. Discusses basic principles of pharmacology related to emergencies including drug actions and interactions, toxicity and allergy, dental drugs in common use, and drugs used in the treatment of medical problems. Describes legal and ethical aspects of emergency procedures in dentistry. 1cr., 1hr. lect.

156 Preclinical Dental Hygiene

Prereq: Admission to Dental Hygiene program.
Introduces clinical procedures and techniques of dental hygiene including prevention of disease transmission, health/dental history, extra/intraoral examination, gingival evaluation and description, comprehensive periodontal examination, suspicious caries examination, and classification of occlusion. Demonstrates operation of the dental unit, basic instrumentation techniques, and ergonomic practice.
3cr., 1hr. lect./8hr. lab

173 Dental Hygiene Education

Prereq: Admission to Dental Hygiene program and PSY 100 with grade C or better (or concurrent).
Describes fundamentals of client education including communication theory, development of client/clinician relationships, mechanical plaque removal devices, and antimicrobial therapies. Emphasizes patient motivation with particular attention to psychological, social, cultural, and economic factors. Introduces nutritional counseling in dental hygiene practice, tobacco cessation, critique of dental literature, and evaluation of dental health products.
1cr., 1hr. lect.

254 Pathology in Dental Hygiene and Special Patient Populations

Prereq: Admission to Dental Hygiene Program.
Introduces general pathology and specific pathologic processes, repair, healing, and regressive changes. Discusses social significance of pathology. Correlates pathology and diseases related to the dental hygiene client, including the indications and contraindications for care, modifications to treatment, and appointment planning for special patient/client populations. Uses client case studies.
3 cr., 3hr. lect.

255 Oral Pathology in Dental Hygiene

Prereq: DH 254 with grade C or better.
Examines pathology of the head, neck, and oral structures. Differentiates developmental conditions, caries, diseases of bacterial, viral, and fungal origin. Describes neoplasms of the oral cavity.
2cr., 2hr. lect.

256 Applied Pharmacology in Dentistry

Prereq: PHRM 203 with grade C or better, or Licensed Dentist or Dental Hygienist.
Examines drugs by groups with special emphasis on those used in dentistry including their physical and chemical properties, dosage, and therapeutic effects. Describes implications for client dental hygiene care using case studies.
1cr., 1hr. lect.

257 Periodontics 1 and Advanced Clinical Techniques

Prereq: DH 156 with grade C or better.
Focuses on fundamental principles of periodontology including normal periodontium, etiology, and classification of periodontal disease and relationship of dental deposits to periodontal diseases. Correlates basic sciences with the clinical aspects of periodontal diseases. Describes etiology and pathogenesis of periodontal diseases. Identifies development of periodontal pocket, abscess, and process of bone loss. Demonstrates advanced instrumentation techniques, ultrasonic devices, root planing, curettage, subgingival irrigation, and hypersensitivity. 2cr., 1hr. lect./2hr./lect.lab.

258 Periodontics 2 and Advanced Clinical Techniques

Prereq: DH 257 with grade C or better.
Focuses on diagnosis, treatment planning, and therapeutic procedures. Explains preventive and therapeutic measures within scope and responsibility of the dental hygienist. Utilizes advanced instrumentation in periodontal treatment. Compares types of periodontal surgery and therapies. Describes rationale and criteria for periodontal referral.
2cr., 1hr. lect./2hr. lect/lab

260 Clinical Dental Hygiene 1

Prereq: DH 156 with grade C or better.
Focuses on assessing, planning, implementing, and evaluating dental hygiene care on clinic clients. Develops clinical competency, skills, and performance with each successive academic semester.
4 cr., 1hr. lect./12 hr. lab

261 Clinical Dental Hygiene 2

Prereq: DH 260 with grade C or better.
Focuses on assessing, planning, implementing, and evaluating dental hygiene care on clinic clients. Develops clinical competency, skills, and performance with each successive academic semester.
2 cr., 1hr. lect./4hr. lab

262 Clinical Dental Hygiene 3

Prereq: DH 261 with grade C or better.
Focuses on assessing, planning, implementing, and evaluating dental hygiene care on clinic clients. Develops clinical competency, skill, and performance..
5cr. 1hr. lect./16hr. lab

263 Clinical Dental Hygiene 4

Prereq: DH 262 with grade C or better.
Focuses on assessing, planning, implementing, and evaluating dental hygiene care on clinic clients. Develops clinical competency and skills.
5cr., 1hr. lect./16hr. lab

264 Community Dental Health

Prereq: DH 173 with grade C or better.
Focuses on the role of the public health professional in improving the oral health in the community. Examines community dental health problems, school dental health programs, epidemiology of dental disease, and assessment, development, implementation, and evaluation of a community dental health program.
2cr., 2hr. lect.

265 Law and Ethics in Dental Hygiene

Prereq: Admission to Dental Hygiene Program.
Describes ethics, jurisprudence, and practice aspects of dental hygiene practice. Discovers employment opportunities. Discusses resumes, interviewing, and office policies. 1cr., 1hr. lect.

266 Local Anesthesia and Pain Control

Prereq: DENT 155 & 256 both with grade C or better.
Reviews pharmacology, anatomy, physiology, and emergency procedures associated with local anesthesia and nitrous oxide/oxygen analgesia. Demonstrates preparation for and administration of conduction and infiltration anesthesia in dental procedures. Provides laboratory and clinical experience in administration of local anesthesia and nitrous oxide/oxygen analgesia. 2cr., 1hr. lect/4hr. lab

267 Dental Radiology and Interpretation

Prereq: DENT 176 & 177 both with grade C or better.
Reviews the production, characteristics, and biological effects of radiation, and functions, components, and operation of the x-ray unit. Includes radiation protection and monitoring and chemistry and techniques associated with x-ray film and developing solutions. Reviews anatomic landmarks, and intraoral and long-cone radiographic techniques in bitewing, periapical, and occlusal surveys. Introduces radiographic identification and interpretation of radiographic caries, periodontal disease, trauma, and dental anomalies. Includes clinical lab experience of taking and interpreting x-rays on clients. 1cr., 2hr. lect/lab

268 Advanced Dental Radiology and Interpretation

Prereq: DH 267 with grade C or better.
Expands clinical lab experience taking and interpreting x-rays on clients. Includes advanced radiographic identification and interpretation utilizing dental x-ray films, panoramic, cephalometric, and other extraoral radiographs. Analyzes future trends in radiographic imaging.
1cr., 2hr. lect/lab

269 Clinical Dental Radiology and Interpretation

Prereq: DH 268 with grade C or better.
Expands experience obtaining and interpreting x-rays on clients. Includes advanced radiographic identification and interpretation utilizing dental x-ray films, panoramic, cephalometric, and other extraoral radiographs. 1cr., 2hr. lect./lab

Digital Media (DMED)

193v Digital Media Internship I

Prereq: ICS 161, and consent of instructor and Co-op coordinator.
Recommended: ICS 102 and ENG 100.
Reflects student interest area and the availability of job stations. Offers opportunity to upgrade workplace employability. *Student, instructor, and employment supervisor jointly develop learning outcomes. The instructor and the employment supervisor jointly evaluate student.*
1-3cr., 1.25hr. sem., 75 documented field experience hours per credit (1cr.=75hr., 2cr.=150hr., 3cr.=225hr.)

293v Digital Media Internship II

Prereq: DMED 193v, ENG 100, and consent.
Recommended: MATH 100 or MATH 107, and BUS/COM 130.
Reflects student interest area and the availability of job stations. Offers the opportunity to upgrade employment and problem-solving skills. *Student, instructor, and employment supervisor jointly develop learning outcomes. The instructor and the employment supervisor jointly evaluate student.*
1-3cr., 1.25hr. sem., 75 documented field experience hours per credit (1cr.=75hr, 2cr.=150hr., 3cr.=225hr.)

Directed Study (DIRS)

Prereq: Consent.
See Special Curriculum section on page 56.

Drafting (DRAF)

C. Atay, A. Carson

Most Drafting courses are listed as Architectural Engineering & CAD (AEC).

Drama (DRAM)

C. Gardner

101 Introduction to Drama and Theatre

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Treats representative plays from Aeschylus' *Agamemnon* to Miller's *Death of a Salesman* as illustrative studies of changing forms in the theatre and dramatic literature. 3cr., 3hr. lect. **(CO, HE, DA)**

221 Beginning Acting I

Provides individual exercises and group rehearsals of beginning acting. Emphasizes voice, movement, and relaxation. Students must perform in direction of class scenes. 3cr., 2hr. lect./2 hr. lab **(FO, HE, DA)**

222 Beginning Acting II

Prereq: DRAM 221, or consent.
Continues Beginning Acting I. Expands work on voice, movement, improvisation and scene work. Requires performance of monologues and scenes from classic and contemporary plays.
3cr., 2hr. lect./2hr. lab **(FO, HE, DA)**

260 Dramatic Production

Studies the process of converting the play to the performance. 3cr., 3hr. lect. **(HE, DA)**

280 Beginning Playwriting

Prereq: ENG 100 with grade C or better, or consent.
Introduces structure, guidelines, and format of the one-act play, beginning with the conception of an idea, followed by effective outlining techniques, subsequent drafts, and the final product in a polished one-act play. 3cr., 3hr. lect./lab **(HE, DA)**

East Asian Languages (EALA)

H. DeLeon

272 Survey of Japanese Language and Culture

Surveys various aspects of Japanese culture in connection with geography, anthropology, sociology, and history. Introduces background of Japanese language. *(Conducted in English.)*
3cr., 3hr. lect. **(AP)**

Economics (ECON)

18 Personal Economics

Introduces ways to get your money's worth. Explains charge accounts, borrowing, mortgages, insurance, taxes, investments, and retirement planning. Emphasizes practical examples that face the typical family. 3cr., 3hr. lect.

120 Introduction to Economics

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Introduces the way economic systems operate. Contrasts the American economy with other systems. Studies the operation of business. Analyzes national policies in solving the economic problems of inflation, unemployment, and foreign trade. *One semester course for non-majors in economics.* 3cr., 3hr. lect. **(CO, DS)**

130 Principles of Economics: Microeconomics*

Prereq: Placement at ENG 100, and placement at least MATH 103, or consent.
Analyzes the market mechanism, prices, competition, and the efficient allocation of scarce resources. Formulates possible solutions to contemporary economic and social issues such as world food problems, poverty and distribution of income, market power of business including multi-nationals, role of labor unions, energy crises, environmental pollution, consumerism, and welfare.
3cr., 3hr. lect. **(CO, DS)**

131 Principles of Economics: Macroeconomics*

Prereq: Placement at ENG 100, and placement at least MATH 103, or consent.
Analyzes the forces determining national and international economic performance in such areas as employment, inflation, production, money supply, and trade. Presents, in historical context, the modern economic situation. Describes the relative roles of major economic institutions such as businesses, labor unions, government agencies, international organizations, and the banks. 3cr., 3hr. lect. **(CO, DS)**

**Note: ECON 130 and 131 are both required for Economics majors and for admission to UH Mānoa College of Business Administration. ECON 120, 130, or 131 may be used to meet Social Science core requirements. UH Mānoa students cannot receive more than 6 credits for ECON 120, 130, and 131.*

150 Personal Finance

Prereq: ENG 19 with grade C or better or placement at least ENG 22 or 55, and MATH 18 with grade C or better or placement at least MATH 82, or consent.
Introduces financial planning, money management and tax planning. Includes financing real and personal property, purchasing insurance and managing investments. *(Crosslisted as BUS 150.)*
3cr., 3hr. lect. **(DS)**

Education (ED)

J. Powers, E. Yamashita

105 Introduction to Early Childhood Education

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent.
Introduces and explores the historical roots and fundamental principles of early childhood care and programs, the variety and scope of programs in the community, issues confronting the field, and career options. 3cr., 3hr. lect.

110 Developmentally Appropriate Practices

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent.
Provides a practical guide and overview of the basic awareness, attitudes, knowledge and skills necessary for working with children from birth through age eight. Introduces concepts of developmentally appropriate practices, the importance of play and inclusion of children with special needs. 3cr., 3hr. lect.

115 Health, Safety, and Nutrition for the Young Child

Prereq: ENG 22, or placement at ENG 100, or consent.
Introduces theories and practices for creating and maintaining a safe, healthy learning environment for young children and adults in group settings. Introduces guidelines and practices for providing for the nutritional needs of young children and adults in group settings.
3cr., 3hr. lect.

131 Early Childhood Development: Theory into Practice

Prereq: ENG 22, or placement at ENG 100, or consent.
Explains principles of human development from conception through early childhood. Focuses on the interrelation of physical, cognitive, emotional and social aspects of the individual during this period and how this information of develpment affects one's expectations and relationship to the individual child.
3cr., 3hr. lect.

140 Guidance of Children in Group Settings

Prereq: ED 131, or consent.
Addresses positive ways to support children's social-emotional development. Focuses on adult-child and child-child interactions and relationships. *(Crosslisted as FAMR 140.)* 3cr., 3hr. lect.

152 Early Literacy Development

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Provides an overview of the historical and contemporary perspectives on early literacy development. Includes information on current research in early literacy and language development. Explores strategies to encourage and facilitate literacy development through the teaching environment, conversation, materials, observation, assessment, planning, and family involvement. Evaluates effects of culture and family on early literacy and language development. 3cr., 3hr. lect.

170 Introduction to Working with Infants and Toddlers

Prereq: ENG 19, or placement at least ENG 22, or consent.
Provides an overview of basic skills used in working with infants and toddlers in groups. Focuses on interactive aspects of child development. Introduces infant-toddler caregiving routines and environments, and caregiver roles. Explores ways to enrich experiences and to promote strong relationships with families. 3cr., 3hr. lect.

175B Introduction to Home Visiting

Prereq: ENG 19, or placement at least ENG 22, or consent. Recommended: FAMR 231 or FAMR 131BCD preferred.
Explores child growth and development from birth to five with emphasis on establishing a partnership with families to encourage their involvement in enhancement of the child's self esteem; self-discipline; intellectual development; and physical, social, and emotional competence. Introduces principles of adult learning and effective communication skills. 1cr., 3hr. lect.

175C Home Visiting: Assessment & Recordkeeping

Prereq: ENG 19, or placement at least ENG 22, or consent.
Introduces and explores assessment, record keeping, and case-management skills required for home visitor programs. Examines action plans based on identification of the child and adult needs and progress. 1cr., 3hr. lect.

175D Home Visiting: Professionalism

Prereq: ENG 19, or placement at least ENG 22, or consent.
Explores community resources, professional ethics, personal boundaries, confidentiality, and professional development for the home visitor to meet the needs of community agencies that employ home visitors. 1cr., 3hr. lect.

190 Early Childhood Field Experience

Prereq: Permission of instructor; and ED 110 and ED131 both with grade C or better, and ENG 22 or placement in ENG 100. Recommended: ED 105
Note: Students may be required to obtain a physical or doctor's note and to be fingerprinted. all the student's expense.
Provides a supervised work experience in an early childhood education and care setting. Supports students in integrating content knowledge with practice. Designed for those who have little or no experience in early childhood programs. Student may be required to obtain a physical or doctor's note, and to be fingerprinted at student's expense.
4cr., 8hr. practicum/2hr. seminar **(IN)**

191v Early Childhood Field Experience IB

Prereq: Permission of instructor; and ED 110 and ED 131 both with grade C or better; and ENG 22 or placement in ENG 100. For Preschool CDA candidates, Preschool CDA Certificate of Competence required. Recommended: ED 105.
Note: Students may be required to obtain a physical or doctor's note and to be fingerprinted all at the student's expense.
Provides a supervised work experience in an early childhood education and care setting. Supports students in integrating content knowledge with practice. Designed for those already working in an early childhood program. *(May be repeated for a maximum of 12 credits.)*
1-4cr., 1.5-15hr. practicum/1hr. discussion per week or 2 hrs. discussion every other week.

245 Child, Family, Community

Prereq: ENG 22, or placement at ENG 100, or consent.
Develops communication skills in establishing effective partnership relationships with diverse families and other adults. Introduces students to the local resources available for family referral. *(Crosslisted as FAMR 235.)* 3cr., 3hr. lect. **(CO)**

263 Language and Creative Expression Curriculum

Prereq: ED 110 and ED 131, or consent.
Provides theoretical foundation and practice in the planning, implementation, and assessment of the language arts and creative expression curriculum. Students must have regular contact with preschool children for implementation of course assignments in a setting approved by the instructor. 3cr., 3hr. lect.

264 Inquiry and Physical Curriculum

Prereq: ED 110 and ED 131, or consent.
Provides theoretical foundation and practice in the planning, implementation and assessment of the inquiry and physical curriculum. Students must have regular contact with preschool children for implementation of course assignments in a setting approved by the instructor. 3cr., 3hr. lect.

275 Inclusion of Children with Special Needs

Prereq: ENG 22, or placement at ENG 100, or consent.
Provides introduction to legal, historical, and research information about serving young children with special needs in inclusive environments. Introduces issues and practices associated with establishing partnerships with families and understanding collaborative relationships that contribute to meeting diverse needs of young children in inclusive settings. Facilitates development of skills to adapt and modify the learning environment in line with developmentally appropriate practice. Introduces traditional and alternative assessment and identifies skills necessary to facilitate successful transitions. 3cr., 3hr. lect.

281B Early Childhood Program Admin: Licensing & Overview

Prereq: ENG 22 or placement at ENG 100, and at least MATH 82, or consent.
Examines licensing and its role; organizations; and roles and responsibilities of the early childhood program administrator. Looks at and evaluates present vision and mission statements, and gives tools to develop vision and mission statements. 1cr., 3hr. lect. for 5 wks.

281C Early Childhood Program Admin: Staff Development

Prereq: ENG 22 or placement at ENG 100, and at least MATH 82, or consent.
Examines hiring, grievance, and firing policies of early childhood programs. Examines and lets student develop a staff development framework for their program. 1cr., 3hr. lect. for 5 wks.

281D Early Childhood Program Admin: Curriculum & Environment

Prereq: ENG 22 or placement at ENG 100, and at least MATH 82, or consent.
Examines and analyzes early childhood curriculum and physical environments. Lets students develop plans to improve curriculum and physical environments of individual programs.
1cr., 3hr. lect. for 5 wks.

282B Early Childhood Program Admin: Budgets & Financial Management

Prereq: ENG 22 or placement at ENG 100, and at least MATH 82, or consent.
Examines principles of profit and non-profit management, budgeting, and financial planning. Gives students tools to develop budgets and short- and long-term financial plans for early childhood programs. 1cr., 3hr. lect. for 5 wks.

282C Early Childhood Program Admin: Recordkeeping

Prereq: ENG 22 or placement at ENG 100, and at least MATH 82, or consent.
Examines and analyzes operating policies, recordkeeping practices, and staff and child evaluation procedures of early childhood programs.
1cr., 3hr. lect. for 5 wks.

282D Early Childhood Program Admin: Advocacy

Prereq: ENG 22 or placement at ENG 100, and at least MATH 82, or consent.
Examines the various ways an administrator can be an advocate for the profession. Looks at programs, accreditation, and understanding and utilizing decision-making processes at the county, state, and federal levels.
1cr., 3hr. lect. for 5 wks.

291v Early Childhood Field Experience II

Prereq: Permission of instructor; and ED 105, ED/FAMR 140, ED 190/191v, and ED 245/FAMR 235. Coreq: ED 263 or 264. Recommended: ED 115.
Provides a culminating supervised work experience in an early childhood education and care setting. Supports students in integrating content knowledge with practice. *(May be repeated for maximum of 8 credits.) Responsibilities increase with each repeat.* 1-4cr., 1.5-15hr. practicum/1hr. discussion per week or 2 hrs. discussion every other week. *Note: Students may be required to obtain a physical or doctor's note and to be fingerprinted, all at student's expense.*

Electricity (ELEC)

C. Atay, A. Carson

15 Electrical Safety

Explores fundamentals of electrical safety in the home, business, and industry. Discusses concepts of personal safety, periodic inspection, and regular maintenance. 1cr., 2hr. lect./lab

20 Introduction to Electricity

Recommended: MATH 18
Examines residential, commercial, and industrial wiring systems. Studies current, voltage, resistance, and Ohm's Law. Discusses magnetism, electrical measurements, DC circuits, induction, and capacitance. 3cr., 3hr. lect.

23 Electrical Wiring I

Introduces principles of switching, circuits, code requirements, and appliances. Develops skill in practical applications.
2cr., 3hr. lect./lab

25 Electrical Wiring II

Prereq: ELEC 23, or consent.
Studies the electrical system of the typical single-family residential dwelling. Examines how local and national codes apply to residential units.
2cr., 3hr. lect./lab

Electronics (ETRO)

M. Hoffman, J. Park

101 Introduction to Electronics Technology

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended: ICS 101 or equivalent.
Introduces applications of arithmetic and mathematics to electronic and computer technology, engineering notation, electrical units, schematic diagrams, fundamentals of electronic and computer technology, and electrical components. Demonstrates theory and application of electronic measuring instruments and the construction of circuits. *(Letter grade only.)* 3cr., 4hr. lect./lab

102 Instrumentation for Engineering Technicians

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended: ICS 101 or equivalent.
Introduces fundamental principles and applications of optics, electronics, engineering, and computer software integral to the operation of instrumentation used in a variety of disciplines and research areas. Emphasis will be on systems used for data collection, imaging, and image processing, including examples drawn from local high-tech industries. *(Letter grade only.)* 4cr., 6hr. lect./lab

105 Electronic Circuit Analysis I

Prereq: ETRO 101 with grade C or better, or consent.
Introduces topics including resistance, Ohm's Law, Kirchhoff's Laws, Networks with DC voltage sources, circuit analysis, Thevenin's Theorem and Maximum Power Theorems, and uses of meters. 4cr., 6hr. lect./lab

106 Electronic Circuit Analysis II

Prereq: ETRO 105, or consent. Coreq or prereq: MATH 135, or consent.
Presents applications of network theorems, sinusoidal waveforms, phasor quantities, impedance, Kirchhoff's Laws, power, resonance, AC meters and instruments. 4cr., 3hr. lect./3hr. lab

110 Electronic Technology I

Prereq: ETRO 105, and MATH 107 or 135, or higher, or consent.
Introduces topics including basic theory and operations of solid-state devices including diodes, bipolar transistors, field effect transistors, SCRs, and zener diodes. Covers electronic circuits performing limiting, rectifying, and amplification. 4cr., 6hr. lect./lab

112 Electronic Technology II

Prereq: ETRO 110 with grade C or better, or consent.
Continues the study of electronic devices and circuits including design of amplifiers, cascade amplifiers, power amps, FET amps, operational amplifiers, IC oscillators, timing circuits and introduction to communication circuits. 4cr., 6hr. lect./lab

130 Computer Hardware & Operating Systems

Prereq: ETRO 101 with grade C or better, or consent.
Introduces the function of computer hardware and software components. Suggests best practices in maintenance and safety issues. Covers computer assembly and configuration. Includes computer operating system installation and troubleshooting of hardware and software problems. Provides an introduction to basic networking concepts. *Prepares students for Comp TIA A+ certification.* 4cr., 6hr. lect./lab

140 Computer Networking I

Prereq: ETRO 101 with grade C or better, or consent. Recommended: PHYS 105.
Introduces network terminology, protocols, and standards. Covers the OSI model, basic concepts of routers and routing, and IP addressing including subnet masks. Defines and describes different network topologies. Develops configuration and router skills. 4cr., 6hr. lect./lab

160 Laser Safety and Applications

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, and at least MATH 82, or consent. Recommended: ICS 101.
Introduces students to lasers and laser safety. Introduces physical properties of light and their applications in lasers, effects of laser radiation on the anatomy and physiology or eyes and other human organs, and protective measures. Explains proper use of lasers and safety practices. Teaches how to determine necessary safety measures using measurements and calculations. 1cr., 1hr. lect.

161 Introduction to Optics & Photonics

Prereq: ETRO 160, or consent. Recommended: ICS 101.
Studies the physics of light, geometric optics, lenses, mirrors, polarizing lenses, interference/diffraction waves, laser physics, optical imaging, and bio-photonics. Provides lab experiments and projects to reinforce the theory. 3cr., 4hr. lect./lab

166 Introduction to Fiber Optics

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, and at least MATH 82, or consent. Recommended: ICS 101.
Introduces fiber optic communications. Provides a background and features hands-on training for installation and maintenance. Emphasizes fiber optic data links for Local Area Network (LAN) applications. Studies fiber types, cables, splices and connectors, and emitters and detectors on transmitters and receivers. 3cr., 3hr. lect./lab

193v Internship I

Prereq: ETRO 101 with grade C or better, or consent.
Introduces the student to the work place, the student's major interest area, and the availability of job stations. Upgrades opportunities for specific skills dependent upon the job station. Provides work practicum credits based on one credit for each 75 hours of supervised work. Requires a work-related project during which the student will demonstrate competency in acquired employability skills. Student, instructor, and employment supervisor jointly develop learning outcomes. Instructor and employment supervisor jointly evaluate student. *(May be repeated for a maximum of 3 credits.)* 1-3cr., 75hr./cr.

201 Digital Computer Technology I

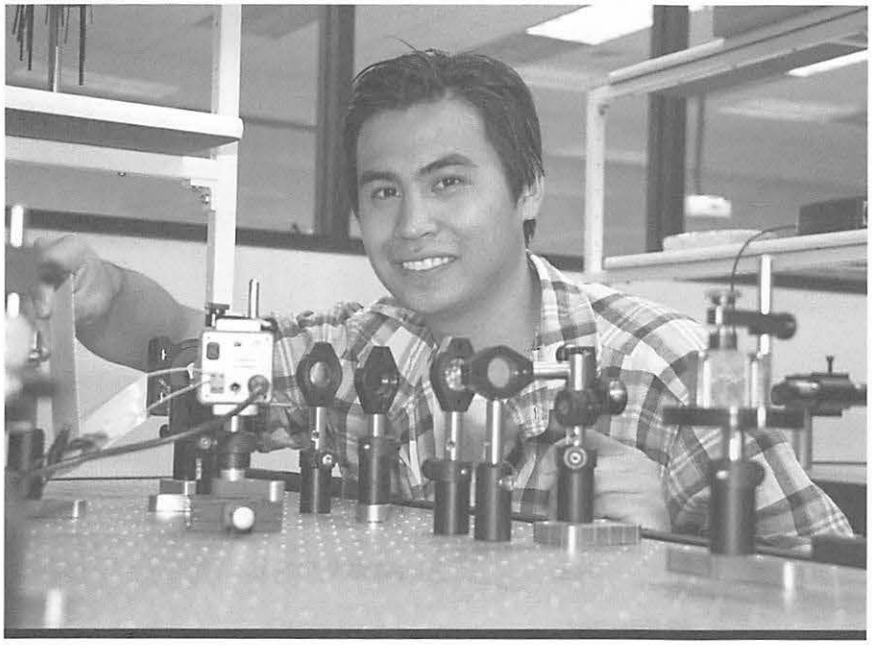
Prereq: ETRO 101 with grade C or better, or consent.
Introduces digital computer technology including number systems and codes, Boolean algebra, logic circuits, multivibrator circuits, data control circuits, and troubleshooting of digital circuits. 4cr., 6hr. lect./lab

205 Digital Computer Technology II

Prereq: ETRO 201 and at least MATH 107 or 135, or consent.
Introduces digital computer and microprocessor technology including memory circuits, microprocessor architecture, addressing modes, programming, stack operations, subroutines, input and output operations, microcomputer subsystems and interfacing, troubleshooting of computer circuits. 4cr., 6hr. lect./lab

240 Computer Networking II

Prereq: ETRO 140, or consent.
Offers intermediate level coursework in computer networking. Introduces basics of Ethernet switching. Covers intermediate routing skills including



variable length subnet masking, routing protocols, and WAN technologies topics. Prepares students for the Cisco Certified Networking Associate (CCNA) exam. 4cr., 6hr. lect./lab

285 Windows System Administration and Security

Prereq: ETRO 130 and at least MATH 107 or 135, or consent.
Introduces multiuser, multitasking network operating systems. Explores characteristics of Windows NT, 2000, and XP network operating systems. Covers installation, security, back-up procedures, and remote access. Introduces the Linux operating system in a network environment. 3cr., 4hr. lect./lab

293v Internship II

Prereq: ETRO 193v, or consent.
Introduces the student to the work place, the student's major interest area, and the availability of job stations. Upgrades opportunities for specific skills dependent upon the job station. Requires a workplace-based project for which the student evaluates and prepares a written proposal as a solution to specific job-related problems. Provides work practicum that emphasizes the employability skills objectives adopted as standards by the Electronic Industry Association (EIA). *Student, instructor, and employment supervisor jointly develop learning outcomes. Instructor and employment supervisor jointly evaluate student. (May be repeated for a maximum of 6 credits.)* 1-3cr., 75hr./cr.

298 Special Projects in Electronic Technology

Prereq: ETRO 105, 130, 140, and 201, and MATH 107 or 135 or higher, or consent.
Introduces special topics in electronic and digital computer technology. Creates, designs, and builds an electronic capstone student project under guidance of the instructor. Provides students the opportunity to gather the required schematics, components, and devices for the project. Allows option to repair or restore an existing electronic device. Requires the student meet each week with instructor. 4cr., 6hr. lect./lab

305 Engineering Computing

Prereq: ICS 111 with grade C or better, or consent.
Coreq: MATH 219 and PHYS 219
Studies computer programming to solve electronics and optical system problems. Uses software programming applications, technical databases, image processing, and other scientific and engineering software tools. Reinforces mathematical concepts useful in the study of engineering technology. Utilizes the capabilities of software such as MATLAB and its applications to visualize solutions to technical and engineering problems. Includes hands-on engineering computing examples to demonstrate programming skills. 3cr., 3hr. lect.

310 Applied Robotics

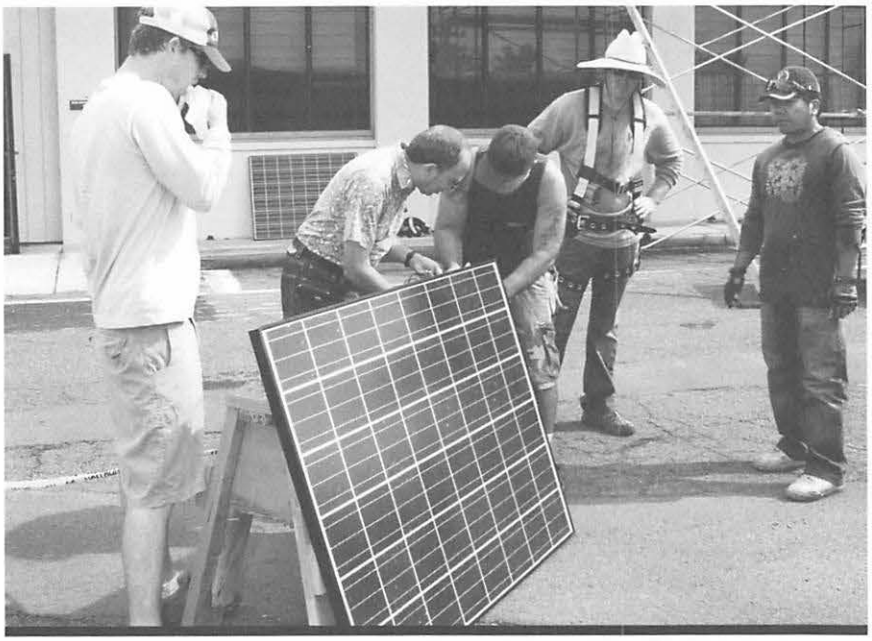
Prereq: ETRO 205 and 305, MATH 219 or 232, and PHYS 219, all with grade C or better, or consent.
Introduces robotics programming and includes robotic applications for multi-function part manipulation and motion with stepper and servo-motors. Studies topics related to robotic design including robotic vision, motion planning, sensing and sensors, actuators, navigation systems, mobility, and forward and inverse kinematics. Provides laboratory hands-on applications of concepts and theories. 3cr., 4hr. lect./lab

320 Intermediate Optics

Prereq: PHYS 105 or higher and ETRO 112 and 161, all with grade C or better, or consent.
Studies engineering technology concepts of applied optics. Uses the wave approach to describe and demonstrate the mechanisms and properties of optics systems. Utilizes state of the art optical design software such as Zemax. Studies practical examples of modern optical engineering 4cr., 6hr. lect./lab

350 Power Systems

Prereq: ETRO 360 and 370, both with grade C or better, or consent.
Studies the basic principles of electro-mechanical energy conversion: single and three-phase circuits, transformers, three-phase induction and synchronous machine, DC machine, AC including magnetic circuits, and poly-phase circuits. Demonstrates energy management systems and efficiency concepts from engineering technology. Studies power generation and transmission system. Utilizes computer programming and modeling. Includes laboratory exercises and inquiry based-activities. 3cr., 4hr. lect./lab



360 Signals and Systems
Prereq: MATH 219 or 232, PHYS 219, ETRO 305 and 320, all with grade C or better, or consent.
Studies signal and system classifications, operations on signals, time-domain analysis, impulse response and stability. Introduces frequency-domain response using Fourier series, Fourier transform, and Laplace transform; discrete Fourier series and transform; and sampling. Develops the analytical tools and techniques needed for the design and analysis of discrete-time and continuous-time linear systems. Provides laboratory hands-on applications of concepts and theories. 4cr., 6hr. lect./lab

370 Optoelectronics
Prereq: MATH 219 or 232, PHYS 219, ETRO 305 and 320, all with grade C or better, or consent.
Studies light detection using photovoltaic and photoconductive detectors, and phototransistors. Studies light generation using light emitting diodes and laser diodes. Characterizes and troubleshoots optoelectronic devices such as: LED's, laser diodes, photodiodes, phototransistors, photoresistors, avalanche photodiodes, quad cells, and linear displacement devices. Includes laboratory experiments and inquiry-based activities, and provides practical experiences of the technical workplace. 3cr., 4hr. lect./lab

415 Project Management
Prereq: ETRO 440 or 475, all with grade C or better, or consent.
Coreq: ETRO 497
Introduces projects and project management. Emphasizes organization, project requirements, risk mitigation, planning, problem solving, implementation, comparisons and budgeting. Overviews effective methods for interfacing individual outputs within larger projects. Utilizes project management software tools. Applies technical writing, formal and informal communication and laboratory practices in the context of typical workplaces. Covers organizations, hierarchies, team structures, collaboration methodology and funding mechanisms as it relates to Engineering Technology career paths. Supports specific applications to the Capstone Project. Develops a career plan within potential project types, structures, and funding opportunities in the Hawai'i workforce. 3cr., 4hr. lect./lab **(CO)**

440 Remote Sensing
Prereq: ETRO 305 and 320, MATH 219 or 232, PHYS 219, all with grade C or better, or consent.
Applies radiometric and photometric measurement concepts: propagation, irradiance, radiance, radiant intensity, luminance, radiant exittance. Calibrates and characterizes remote sensing data and data analysis techniques. Covers the interaction between electromagnetic radiation and matter. Investigates the effects of the atmosphere on light propagation and remote sensing experiments. Includes laboratory exercises and inquires to build teamwork, presentation skills and practical experiences of the technical workplace. Utilizes technologies and analysis techniques relevant to the Hawai'i high-tech industry.
3cr., 4hr. lect./lab **(CO)**

450 Signal Processing
Prereq: ETRO 360 with grade C or better.
Introduces digital signal processing, discrete-time signals and systems, z-transform, linear shift-invariant systems, discrete Fourier transform (DFT) and fast Fourier transform (FFT) algorithms, and design of digital filters. Provides laboratory hands-on applications of concepts and theories. 3cr., 3hr. lect.

475 Advanced Instrumentation
Prereq: ETRO 305 and 320, MATH 219 or 232, PHYS 219, all with grade C or better, or consent.
Covers imaging, spectroscopic and polarimetric optical techniques in specific applications. Investigates and documents remote sensing systems, hardware, fabrication, detectors, active / passive illumination and software mechanical control. Includes laboratory exercises and inquires utilizing advanced / novel instruments. Covers system design, tolerancing, implementation, alignment calibration and characterization. Utilizes software tools to explore instrumental origins of measurement, precision, accuracy and origins of noise. Develops ability to communicate findings orally and in written reports. 3cr., 4hr. lect./lab **(CO)**

497 Capstone Project I
Prereq: ETRO 310, 360 and 370, all with grade C or better.
Utilizes and demonstrates the tools, skills, and understanding developed during the engineering technology program. Focuses on planning and development of an engineering project which includes project documentation, formal project report writing, oral defense of the project, and project demonstration. Includes analyzing, designing, prototyping, synthesizing, troubleshooting, and testing a device, subsystem or complete system to create a useful project or service. 3cr., 4hr. lect./lab

Energy (ENRG)

C. Atay, A. Carson

20B Energy Conservation in the Home

Covers techniques for conducting an energy audit of the home to identify areas of energy loss or waste, including water heaters, ceiling and wall insulation, major and minor appliances, window reflective films, roof overhang, and window shading. 1cr., 15hr. lect./lab

20C Energy Conservation in the Condominium

Covers techniques for conducting an energy audit of the condo unit and facility to identify areas of energy loss or waste, including water supply systems, air conditioning, infiltration and exfiltration system, insulation, and windows. 1cr., 15hr. lect./lab

101 Introduction to Sustainable Technology

Prereq: ENG 19 with grade C or better or placement at least ENG 22, and MATH 18 or placement at least MATH 82, or consent. Recommended: ICS 101 or BUSN 150, and placement at ENG 100.

Introduces alternative methods for meeting long term energy needs, identifies and explores local resources including demand-side management of conventional gas and electric power and sustainable energy resources such as solar, wind, biomass, small hydroelectricity, geothermal, ocean thermal energy conversion, and alternative transportation fuel options. 3cr., 3hr. lect.

102 Energy Management Systems

Prereq: ENRG 101 (or concurrent), or consent.

Introduces methods for meeting long term energy conservation, identifies and explores alternative monitoring and control systems and local energy efficient devices, including demand-side management of conventional gas and electric power as well as analysis of available new and retrofitted energy systems and their place in the integrated resource planning program in Maui County. 3cr., 3hr. lect.

103 Energy Production Systems

Prereq: ENRG 101 (or concurrent), or consent.

Introduces theoretical concepts and practical applications of sustainable energy systems. Develops knowledge of photovoltaic, thermal, wind, hydro, ocean thermal, fossil, ocean wave, and absorption systems, with emphasis on solutions for residential and commercial applications in Hawai'i. 3cr., 3hr. lect.

104 Energy Storage and Control

Prereq: ENRG 101 (or concurrent), or consent.

Introduces theoretical concepts and practical application of energy storage and control systems. Develops knowledge of batteries, thermal energy storage, pumped hydro, flywheel technology, and phase change storage. Discusses control, monitoring, testing, and safety equipment for energy storage systems, with emphasis on solutions for residential and commercial applications in Hawai'i. 3cr., 3hr. lect.

105 Biomass Energy Processes

Prereq: ENRG 101 (or concurrent), or consent.

Introduces theoretical concepts and practical applications of methods for meeting long-term energy needs on Maui and in the State of Hawai'i through the utilization of biomass to produce energy and environmentally friendly by-products. 3cr., 3hr. lect.

193v Internship in Sustainable Technology

Prereq or coreq: ENRG 101, 102, 103, 104, or 105, and consent. Recommended: ENG 100, and ICS 101 or BUSN 150.

Introduces student to the workplace on a job within the student's area of interest and preparation. Student and instructor jointly develop learning outcomes, and the instructor and the employment supervisor jointly perform evaluation. *(May be repeated for a maximum of 8 credits.)* 1-4cr., 75hr. supervised work per credit

English (ENG)

E. Armstrong, M. Domenech, E. Engh, T. Marmack, L. Nagle

15 English Language Fundamentals

Prereq: Placement for English Language Fundamentals, or consent.

Develops fundamental writing, reading communication and study skills. ((A-F, N, W grades only.) 3cr., 3hr. lect.

19 Writing Skills

Prereq: ENG 15, or placement at ENG 19, or consent.

Concentrates on developing the paragraph: topic sentence and support. Improves sentence level skills of punctuation, grammar, and structure. *(A-F, N, W grades only.)* 3cr., 3hr. lect.

21 Developmental Reading

Prereq: ENG 19 with grade C or better, or placement at least ENG 21, or consent. Recommended coreq: ENG 22.

Provides students with skills to develop college level reading rate, comprehension, and retention of their texts. Improves vocabulary and stresses discovery of main ideas and specific details. Provides practice in drawing inferences and encourages development of critical judgment. *(A-F, N, W grades only.)* 3cr., 3hr. lect.

22 Introduction to Composition

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended coreq: ENG 21.

Concentrates on developing the paragraph and introduces the essay. Improves sentence level skills of punctuation, grammar, and structure. *(A-F, N, W grades only.)* 3cr., 3hr. lect.

55 Business Communications - Written

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended coreq: ENG 21.

Focuses on business writing strategies and techniques. Emphasizes various forms and styles of business correspondence. Improves sentence level skills for business students. *(Letter grade only.)* 3cr., 3hr. lect.

100 Composition I

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.

Discovers and applies the concepts of purpose, audience, and tone in writing. Emphasizes evaluating written texts and writing various types of essays, including writing from sources. Focuses on critical thinking. 3cr., 3hr. lect. **(FW)**

102 College Reading Skills

Prereq: ENG 21 with grade C or better, or placement at ENG 100 or 102, or consent.

Aims to develop higher powers of comprehension, recall, interpretation, perception, and appreciation. Emphasizes improved study skills, depth efficiency, and discrimination in reading. Develops flexibility of speed adjusted to the material and purpose of reading. Develops the interest and power to plan a self-improvement program for continued growth in reading at mature levels. This course is intended for students who are reading at or above their grade level and who wish to improve skills of comprehension and critical thinking.
3cr., 3hr. lect.

104 Introduction to Creative Writing

Prereq: ENG 100 with grade C or better, or consent.

Explores the principles and practice of creative writing through readings and composition in several major genres.
3cr., 3hr. lect. **(HE, DA)**

106 Report Writing

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.

Practices organization of factual material and objective writing for the purpose of writing reports and technical articles. Develops ability to write clearly, accurately, and concisely. Reviews basic grammar. Improves technical vocabulary usage. 3cr., 3hr. lect.

209 Business & Managerial Writing

Prereq: ENG 100 with grade C or better, or consent.

Focuses on the skills needed for effective business and managerial written communication. Emphasizes informative, analytical, persuasive, evaluative, and collaborative writing. Gives practice in writing memos, business letters, directives and instructions, short reports, and formal research reports. 3cr., 3hr. lect. **(DL)**

210 Research Writing

Prereq: ENG 100 with grade C or better, or consent.

Practices inventing, developing, organizing, and writing complex theses and analyses. Emphasizes critical thinking and research. 3cr., 3hr. lect. **(DL)**

250 American Literature

Prereq: ENG 100 with grade C or better, or consent.

Studies major works of American fiction, non-fiction, drama, and poetry.
3cr., 3hr. lect.
Note: These courses, ENG 251-256 and ENG 257EFR, satisfy the 6-credit requirement for sophomore literature at the University of Hawai'i, a prerequisite for upper division English courses. **(CO, DL)**

251 Major Works of British Literature to 1800

Prereq: ENG 100 with grade C or better, or consent.

Studies major works of British fiction, non-fiction, poetry, and drama from the Middle Ages to 1800. 3cr., 3hr. lect. **(CO, DL)**

252 Major Works of British Literature after 1800

Prereq: ENG 100 with grade C or better, or consent.

Studies major works of British fiction, non-fiction, drama, and poetry from 1800 to the present. 3cr., 3hr. lect. **(CO, DL)**

253 World Literature

Prereq: ENG 100 with grade C or better, or consent.

Studies and analyzes internationally recognized literary works of major world cultures (Eastern) from ancient times to present. 3cr., 3hr. lect. **(CO, DL)**

254 World Literature (Western)

Prereq: ENG 100 with grade C or better, or consent.

Studies and analyzes literary works of Western cultures from ancient times to present. 3cr., 3hr. lect. **(CO, DL)**

255 Types of Literature

Prereq: ENG 100 with grade C or better, or consent.

Studies, analyzes, and critiques major European and American short stories and novels. 3cr., 3hr. lect. **(CO, DL)**

256 Types of Literature

Prereq: ENG 100 with grade C or better, or consent.

Studies, analyzes, and critiques major works of European and American drama, biography, and poetry.
3cr., 3hr. lect. **(CO, DL)**

257 Themes in Literature: Special Topics

Prereq: ENG 100 with grade C or better, or consent.

Studies and analyzes universal problems in selected literary works of various types, cultures, and periods. Presents topics, which will vary with student interest and availability of faculty.
3cr., 3hr. lect. **(CO, DL)**

257E Themes in Literature: Literature of Hawai'i

Prereq: ENG 100 with grade C or better, or consent.

Focuses on selected poems, legends, biographies, short stories, and novels by people of present-day Hawaiian, Polynesian, American, European, and Oriental heritage, drawn from ancient, transitional, and modern Hawaiian literature. Studies and analyzes universal problems in selected literary works. 3cr., 3hr. lect. **(CO, HI, DL)**

257F Themes in Literature: Women Writers on Women

Prereq: ENG 100 with grade C or better, or consent.

Studies, analyzes, and critiques poems, short stories, prose, drama, and novels written by women who focus on women personae. Explores themes of gender such as family relationships, motherhood, sexuality, women and nature, women and politics, women and spirituality, women and creativity, and myths of femaleness. Studies and analyzes universal problems in selected literary works. 3cr., 3hr. lect. **(CO, DL)**

257R The Bible as Literature

Prereq: ENG 100 with grade C or better, or consent.

Presents an introduction to major literary genres, styles, techniques and themes in the Old and New Testaments. Emphasizes poetry, short story, fiction, drama, history, tragedy, myth, biography, legend, parable, proverb, psalm, epic, heroic narrative, historical romance, gospel, epistle, prophetic writing, and apocalyptic writing. Studies and analyzes universal problems in selected literary works.
3cr., 3hr. lect. **(CO, DL)**

316 Advanced Research Writing

Prereq: ENG 209 or 210 with grade C or better, or consent. Recommended: One of the ENG 250 series: 250, 251, 252, 253, 254, 255, 256, 257, 257E, 257F, or 257R.
Provides advanced knowledge in how to plan, develop, organize, and edit writing projects with clarity and precision. Emphasizes critical thinking skills, social, ethical, and political argument, and the ability to write a variety of work, including research projects in specific fields of study using appropriate documentation styles. 3cr., 3hr. lect.

377 Colonial Literature of the Pacific

Prereq: ENG 100 with grade C or better and ENG 210 or 250, 251, 252, 253, 254, 255, 256, or 257, 257E, 257F, or 257R with grade C or better.
Examines and researches travel journalism and fictional texts in the English language, written by colonial travelers to the Pacific islands in the nineteenth and early twentieth centuries about the islands and their culture. Emphasizes postcolonial theory and its application to Polynesian culture through some of the great literary voices of the period.
3cr., 3hr. lect.

Family Resources (FAMR)

L. Stein, E. Yamashita, J. Powers

140 Guidance of Children in Group Settings

Prereq: ED 131, or consent.
Addresses positive ways to support children's social-emotional development. Focuses on adult-child and child-child interactions and relationships. *(Crosslisted as ED 140.)* 3cr., 3hr. lect.

230 Human Development

Prereq: ENG 22 or higher, or consent.
Studies concepts, issues, and theories of human growth and development from conception to death. Explores systems approaches to inquiry into factors affecting growth and development.
3cr., 3hr. lect. **(IN, DS)**

235 Child, Family, Community

Prereq: ENG 22, or placement at ENG 100, or consent.
Develops communication skills in establishing effective partnership relationships with diverse families and other adults. Introduces students to the local resources available for family referral. *(Crosslisted as ED 245.)* 3cr., 3hr. lect. **(CO)**

244 Introduction to the Aging Process

Prereq: FAMR 232, or consent.
Studies the biological, emotional, and psychological aspects of the aging process. Discusses current attitudes about older people. Enables students to recognize needs of older adults. Discusses policy and legislation affecting older people. 3cr., 3hr. lect. **(IN, DS)**

245 Special Needs of Older Adults

Prereq: FAMR 232 or 244, or consent.
Explores resources available to older adults. Introduces students to various agencies and programs available in the community. Enables students to recognize the needs of the older adult. Enables the student to interview and assess older adults. 3cr., 2hr. lect./2hr. lab

Fashion Technology (FT)

C. Maeda

25 Ready-to-Wear Clothing Production

Explores efficient and economical techniques in fabric layout, cutting, and sewing. Offers practice in aloha shirt and blouse construction.
3cr., 2hr. lect./3hr. lab

40 Fabric Analysis

Analyzes the latest fabrics on the market. Explores how fiber content, fabric development, and color application affect fabric care. 3cr., 3hr. lect.

60 Advanced Pattern Making

Prereq: FT 215, or consent.
Develops skill in making patterns for children's and women's apparel. Studies advanced pattern design and construction techniques using quarter and half scale pattern blocks.
3cr., 2hr. lect./3hr. lab

61 Advanced Pattern Drafting & Clothing Construction

Prereq: FT 215 and FT 217, or consent.
Coreq: FT 60, or consent.
Explains development of a basic pattern from personal measurements. Explores flat pattern designing from illustration and individual student sketches. Emphasizes accurate pattern and garment construction to fit the figure.
3cr., 5hr. lect./lab

90 Special Topics in Fashion Technology

Provides knowledge and training in new techniques and/or specialized areas in the sewing industry that are not included in the basic fashion technology curriculum. *(May be repeated without limit for credit.)* 1-4cr.

Special Topic: Advanced Fashion Illustration

Prereq: FT 216, or consent.
Studies advanced illustration techniques for drawing the fashion figure. Stresses development of each student's individual style of fashion illustration.
3cr., 3hr. lect.

Special Topic: Sewing Activewear

Prereq: FT 113 and FT 115, or consent.
Provides specialized training in the design and construction techniques used in the development of active sportswear. Stresses ready-to-wear production techniques. 3cr., 5hr. lect./lab

Special Topic: Home Furnishings

Prereq: FT 25, or consent.
Provides specialized training in design, measurement and construction techniques used in the production of draperies, pillows, table linens, bed linens, slipcovers, and other home furnishings.
3cr., 5hr. lect./lab

Special Topic: Draping

Prereq: FT 215, or consent.
Introduces the fundamentals of draping on the standard dress form. Practices interpretation of design details through draping. 3cr., 5hr. lect./lab

111 Art and Design in Fashion

Surveys fashion as it relates to art and design. Line, color, balance, and proportion are studied providing guidelines to understanding fashion and how it communicates personal image to society.
3cr., 3hr. lect. **(HE)**

113 Clothing Construction Methods I

Introduces sewing tools and equipment. Treats selection and adjustment of basic commercial patterns and construction of clothes from these patterns to fit figures.
3cr., 5hr. lect./lab

115 Clothing Construction Methods II

Prereq: FT 113, or consent.
Explores custom sewing techniques using various kinds of fabrics. Emphasizes accuracy and neatness in pattern alteration and garment construction.
3cr., 5hr. lect./lab

125 Fashion Show Production

Provides basic information and practical experience in the preparation and production of a fashion show. *(May be repeated for a maximum of 9 credits.)*
1cr., 2hr. lect./lab **(HE)**

215 Flat Pattern Making I

Prereq: FT 113, or consent. Coreq: FT 217.
Introduces principles of pattern making for women's apparel through the manipulation of basic slopers. Covers the development of bodices, skirts, sleeves, and collars. 3cr., 5hr. lect./lab

216 Fashion Design & Sketching

Prereq: FT 111, or consent.
Introduces basic techniques for drawing fashion figures. Treats use of pen and ink, and water colors. Explains sketching the design. 3cr., 3hr. lect. **(HE)**

217 Flat Pattern Making II

Prereq: FT 113, or consent. Coreq: FT 215.
Explores garment development using the flat pattern method. 3cr., 5hr. lect./lab **(HE)**

Filipino (FIL)

101 Beginning Filipino I

Introduces speaking, listening, reading, and writing skills of basic Tagalog. Includes the following: (a) the basic structures of Tagalog; (b) language commonly used in daily situations; and, (c) different aspects of Philippine cultures.
4cr., 4hr. lect. **(AP, HSL)**

102 Beginning Filipino II

Continues FIL 101. Includes speaking, listening, reading, and writing skills of basic Tagalog. 4cr., 4hr. lect. **(AP, HSL)**

Food Science & Human Nutrition (FSHN)

185 Food Science and Human Nutrition

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Integrates natural science concepts basic to the study of human nutrition. Emphasizes nutrient requirements of healthy individuals, nutrient categories and characteristics, physiological functions, and food sources. Includes review and adaptation of dietary practices to reflect current nutritional issues. 3cr., 3hr. lect. **(IN, DB)**

285 The Science of Human Nutrition

Prereq: ENG 22 with grade C or better or placement at ENG 100, and MATH 18 with grade C or better, or placement at least MATH 82, or consent.
Integrates basic concepts of science with the study of human nutrition. Introduces nutrients and what food and nutrients do for humans. Looks at how healthy people can best get the amounts of nutrients and food they need throughout their

lifetime. Studies how people and the environment change nutrient content. 3cr., 3hr. lect. **(IN, DB)**

286 Sports Nutrition

Prereq: FSHN 185, or consent.
Introduces nutritional concerns of the athlete in relation to sports performance. Covers the carbohydrate, fat, protein, water, and vitamin/mineral requirements of the athlete and how to make wise food choices. Looks at fad diets, facts and fallacies about supplement use, pre- and post-event meals, and body weight and composition. Reviews the relationships among nutrition, exercise, and health. 3cr., 3hr. lect. *(Formerly FSHN 290.)* **(DP)**

Geographic Information Systems (GIS)

150 Introduction to GIS/GPS

Prereq: ICS 101 or BUSN 150 either with grade C or better, or consent. Recommended: Familiarity with computer databases.
Introduces applications of geographic information systems (GIS) with a special emphasis on using ArcView GIS. Includes database construction and techniques for spatial data manipulation, analysis, and display. Teaches use of global positioning system (GPS). Explores cross-disciplinary applications in the natural and social sciences. *(Cross-listed as ICS 150.)* 4cr., 6hr. lect./lab **(EA)**

180 GIS in Ecosystem Management

Prereq: GIS 150/ICS 150 with grade C or better, or consent.
Uses global positioning system (GPS) technologies and advanced geographic information system (GIS) principles for data collection and analysis. Applies GIS techniques to develop geodatabases and computer generated map layers and for specific sites. Evaluates resource management decisions for natural ecosystem conservation and habitat restoration projects. 4cr., 6hr. lect./lab **(EA, EL)**

Geography (GEOG)

101 The Natural Environment

Surveys the natural environment: weather, climate, soil, vegetation, and landforms, with emphasis on Hawai'i. Lab optional. 3cr., 3hr. lect. **(EA, DP)**

101L The Natural Environment Laboratory

Prereq: GEOG 101 (or concurrent), or consent.
Introduces the geographer's tools: globes, atlases, maps, and aerial photographs. Uses laboratory investigation techniques to understand concepts of physical geography. Special emphasis on Hawai'i and on human modification of the environment. 1cr., 3hr. lab **(EA, EL, DY)**

102 World Regional Geography

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Surveys the world's major cultural regions. Explores economic, environmental, social, and political conditions from a geographical perspective.
3cr., 3hr. lect. **(FGB)**

122 Geography of Hawai'i

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Surveys the Hawaiian Islands through the lens of geographic enquiry. Introduces the unique characteristics of the natural and cultural landscapes of Hawai'i. 3cr., 3hr. lect. **(CO, HI)**

151 Geography in Contemporary Society

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Introduces elements of population, economic, and cultural geography. Includes urban studies and resource management. Explores applications to contemporary issues of developed and less developed countries. 3cr., 3hr. lect **(CO)**

Geology & Geophysics (GG)

D. Grooms

101 Introduction to Geology

Prereq: ENG 22 or 55 with grade C or better or placement at ENG 100, and MATH 18 or placement at least MATH 82, or consent.
Presents principles of physical geology including the composition and structure of the earth, its evolution over geologic time, and processes shaping the earth's crust including continental drift, volcanism, earthquakes, and erosion. *Field trips.* 4cr., 3hr. lect./3hr. lab, 1 all-day field trip **(EA, EL, DP, DY)**

103 Geology of the Hawaiian Islands

Surveys Hawaiian geology and geologic processes. Includes origin of the Hawaiian Islands, volcanism, rocks and minerals, landforms, stream and coastal processes, landslides, earthquakes and tsunamis, groundwater, and geologic and environmental hazards. *Field trips.*
3cr., 3hr. lect. **(EA, HI, DP)**

Hawaiian (HAW)

K. Dukelow, K. Ka'eo, S. K. Raymond

101 Elementary Hawaiian I

Introduces speaking, reading, and writing elementary Hawaiian. Treats structural points inductively. *Devotes four out of five hours to drill and practice. Daily lab work determined by individual need.*
4cr., 5hr. lect./lab **(IN, HI, HSL)**

102 Elementary Hawaiian II

Prereq: HAW 101, or consent.
Continues HAW 101 instruction to write, speak, and read Hawaiian. *Devotes four out of five hours to drill and practice. Daily lab work determined by individual need.*
4cr., 5hr. lect./lab **(IN, HI, HSL)**

104 Hawai'i: Language Through Hula

Introduces conversational Hawaiian language through the medium of dance (hula) and song. Requires study, memorization, and close examination of Hawaiian vocabulary and simple sentence structure. *(Formerly HAW 100.)*
3cr., 3hr. lect. **(IN, HE, HI, DA)**

201 Intermediate Hawaiian I

Prereq: HAW 102, or consent.
Continues HAW 102. Uses advanced Hawaiian grammatical structure with emphasis placed on speaking Hawaiian. Practices translation of materials from classical Hawaiian literature. *Devotes two out of five hours to drill and practice. Daily lab work determined by individual need.*
4cr., 5hr. lect./lab **(IN, HI, HSL)**

202 Intermediate Hawaiian II

Prereq: HAW 201, or consent.
Introduces further advanced Hawaiian grammatical structures with emphasis placed on speaking Hawaiian. Drills translating materials from classical Hawaiian literature. *Devotes two of five hours to drill and practice. Daily lab work determined by individual needs.*
4cr., 5hr. lect./lab **(IN, HI, HSL)**

221 Hawaiian Conversation

Prereq: HAW 202, or consent.
Practices systematic control of spoken Hawaiian. Further develops vocabulary for accurate, mature expression.
3cr., 3hr. lect. **(CO, HI, HSL)**

261 Hawaiian Literature in Translation

Prereq: ENG 100 with grade C or better, or consent.
Surveys Hawaiian literature, including prose narration and poetry with reference to Polynesian and world themes and forms from pre-contact to discovery. Introduces a full range of Hawaiian stories, chants, poems, songs, and sayings which have been translated into English.
3cr., 3hr. lect. **(CO, HI, DL)**

262 Hawaiian Literature

Prereq: HAW 202 and 261 both with grade C or better, or consent.
Surveys and analyzes the literary genres from the Bible to kanikau. Features the selected works of American missionaries and Hawaiian authors emphasizing the period following discovery (1778-79), into the 19th and 20th centuries. Course uses Hawaiian language texts. Course conducted in English.
3cr., 3hr. lect. **(CO, HI, DL)**

Hawaiian Studies (HWST)

K. Dukelow, K. Ka'eo, S. K. Raymond

100B Introduction to Hawaiian Culture: Communication - Basic Language and Phrases

Develops correct pronunciation and usage of basic Hawaiian language and phrases. 1cr., 1hr. lect. **(CO, HI, DH)**

100C Introduction to Hawaiian Culture: Worldwide - Values, Folklore, and Cultural Practices

Provides an orientation to traditional and contemporary Hawaiian practices and values. 1cr., 1hr. lect. **(CO, HI, DH)**

100D Introduction to Hawaiian Culture: Landscape - Historical Events, Physcial Features, and Unique Flora and Fauna of Maui and Hawai'i

Explains important historical events of Maui and Hawai'i and identifies their unique flora and fauna, physical features, and scenes. 1cr., 1hr. lect.
(CO, EA, HI, DH)

107 Hawai'i: Center of the Pacific

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Introduces the unique aspects of Hawai'i and Hawaiian culture in relation to the larger Pacific, including geography, origins, language, religion, land, art, and history. 3cr., 3hr. lect. **(AP, CO, HI, DH)**

111 The Hawaiian 'Ohana

Prereq: HAW 101, or consent.
Examines culture of Hawaiian people as expressed in home and family. Provides understanding of the family as the basis of larger Hawaiian society. Compares and contrasts both ancient and modern aspects of the Hawaiian family. Uses Hawaiian terminology. 3cr., 3hr. lect.
(CO, HI, DH)
Prereq: HWST 107 with grade C or better, or consent.

213 Hawaiian Ethnozoology

Prereq: HAW 101, or consent.
Surveys and identifies Hawaiian fishes, birds, and other creatures, and their place in Hawaiian culture. Explores traditional methods of capture, practical uses, and conservation techniques. Uses Hawaiian terminology. 3cr., 3hr. lect.
(EA, HI, DH)

231 Hawaiian Culture

Studies the culture of ancient Hawai'i. Examines values, basic social relationships, religion, customs, and aspects of material culture. Provides an awareness and understanding of modern Hawaiian cultural pluralism. 3cr., 3hr. lect. **(CO, HE, HI, DH)**

262 Pana Maui: Maui's Sacred Hawaiian Places

Prereq: HWST 107 or 111 or 270; and HAW 102; or consent.
Examines the sacred Hawaiian places of Maui, including accounts of mythical heroes, heiau, fishponds, wind and rain names, and their metaphoric value to ancient and modern Hawaiian culture. Uses Hawaiian terminology.
3cr., 3hr. lect. **(CO, HE, HI, DH)**

270 Hawaiian Mythology

Prereq: HWST 107 or HAW 102, or consent.
Surveys the gods, aumakua, kupua, mythical heroes, heroines, and their kinolau as the basis of traditional Hawaiian metaphor. 3cr., 3hr. lect. **(CO, HE, HI, DH)**

205 Hawaiian Music in Action
A Mele 'Aina
E Mele Pili Kanaka
I Other

Prereq: HAW 102, or consent.
Teaches Hawaiian songs as a means of strengthening knowledge of language, poetry, and culture. Conducted primarily in Hawaiian. *(May be repeated for credit if subletters are different.)*
2cr., 2hr. lect./lab **(HE, HI, DA)**

207 Malama Ahupua'a: Resource Management

Prereq: HWST 107 with grade C or better, or consent.
Examines the ahupua'a system: its mythologies, place names, history, poetry, and early documents of the Hawaiian nation as it was conceptualized by the ancient Hawaiians. Explores the relevance of the ahupua'a system in modern society. 3cr., 3hr. lect. **(EA, HI)**

211 Hawaiian Ethnobotany

Identifies endemic, indigenous, and Polynesian introduced flora of Hawai'i. Examines the many uses of Hawai'i's flora by the indigenous people. Reveals the relationship of gods/plants/man, and connects belief and practices with the intentional migration of specific plants. *(Crosslisted as BOT 105). Meets Social Science requirement, not Natural Science requirement.*
3cr., 3hr. lect./lab **(CO, EA, HI, DS)**

Health (HLTH)

N. Johnson

31 First Aid & Safety

Introduces standard first aid procedures. Describes immediate care given in case of an accident, sudden illness, or other medical emergency. Explains procedures to stop bleeding, treat poisoning, restore breathing, immobilize broken bones, and administer CPR. 1cr., 1hr. lect.

101 Health Navigator

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended prep: Basic Internet Skills
Prepares people to navigate the health and social services systems; provides a knowledge foundation and practical skills base. Prepares the navigator to assist patients in various systems in search of appropriate diagnosis, treatment, and resolution. 3cr., 3hr. lect. *(Crosslisted as HSER 101).*

118 Therapeutic Interpersonal Skills

Prereq: ENG 19 with grade C or better or placement at least ENG 22, or consent.
Provides students with the opportunity to assess themselves, their values, and related professional attitudes and behaviors. Characteristics of effective helpers, appropriate communication techniques, assertiveness skills, and ethical, legal and cultural issues are examined. These concepts are applied in community-based settings that involve individuals and groups who require intervention services. 3cr., 3hr. lect.

119 Therapeutic Activities

Prereq: ENG 19 with grade C or better or placement at least ENG 22, or consent.
Focuses on entry-level basic crafts and client management techniques utilized in Occupational Therapy or Activity Programs. Commonly utilized crafts will be demonstrated and fabricated, including techniques for adapting and grading. Basic client management techniques, wheelchair handling, transfers and safety considerations will be taught. Methods of instruction will be taught. Prepares therapeutic activity aides to work under supervision of a registered Occupational Therapist. 2cr., 4hr. lect./lab

122 Introduction to Physical Therapy Support Skills

Prereq: Certificate of Competence for Therapeutic Activity Aide I, or consent.
Provides a theoretical understanding of working with adults and children with disabilities or neuropathologies in home and community settings; supports families, parents and caregivers. Students learn to perform scenarios of therapeutic interventions and learn to work with therapists and allied health professionals who provide assessment, planning, and delivery of appropriate related services. Values that will be promoted include a) family-centered care, b) cultural sensitivity, c) age-appropriate activities, d) functional skills, and e) collaborative teamwork. Prepares Therapeutic Activity Aides to work under the supervision of a registered Physical Therapist. 3cr., 3hr. lect.

123 Practicum in Physical Therapy Support Skills

Prereq: Certificate of Competence for Therapeutic Activity Aide I, or consent.
Provides basic standard patient care skills and training in the use of common techniques such as transfers, positioning, therapeutic exercise, mobility and assistive devices. Values that will be promoted include a) family-centered care, b) cultural sensitivity, c) age-appropriate activities, d) functional skills, and e) collaborative teamwork. Prepares Therapeutic Activity Aides to work under the supervision of a registered Physical Therapist. 2cr., 4hr. lect./lab

125 Survey of Medical Terminology

Prereq: ENG 19 with grade C or better or placement at least ENG 22, or consent.
Surveys medical terminology including: prefixes, suffixes, and word roots; pronunciation, spelling and definition of selected medical words dealing with all human body systems; commonly used abbreviations; and use of the medical dictionary. 1cr., 1hr. lect.

126 Introduction to Speech/Language Pathology Support Skills

Prereq: Certificate of Competence for Therapeutic Activity Aide I
Provides a theoretical understanding of speech, language, and hearing development including delay/disorder in adults and children in home and community settings; supports families, parents and caregivers. Students learn normal development of communication behavior, the nature of communication disorders, and the interaction of speech pathology and audiology with other allied health fields. Values to be promoted include a) family-centered care, b) cultural sensitivity, c) age-appropriate activities, d) functional skills, and e) collaborative teamwork. 3cr., 3hr. lect.

127 Practicum in Speech/Language Pathology Support Skills

Prereq: Certificate of Competence for Therapeutic Activity Aide I
Provides training and practice in basic standard patient care in the field of speech/language pathology, as well as an overview of theory, development, observation and reporting change in an individual's condition. Prepares Therapeutic Activity Aides to work under the supervision of a registered Speech/Language Pathologist. Values to be promoted include a) family-centered care, b) cultural sensitivity, c) age-appropriate activities, d) functional skills, and e) collaborative teamwork. 2cr., 4hr. lect/lab.

128 Capstone for Therapeutic Activity Aide II

Prereq: Certificate of Competence for Therapeutic Activity Aide I
Provides the opportunity to demonstrate the tools and understanding developed during the Therapeutic Activity Aide II program. Students will create a portfolio and presentation to provide evidence of student learning and growth. 1cr., 1hr. lect.

150 Introduction to the Study of Disease

Prereq: ENG 19 with grade C or better or placement at least ENG 22, or consent.
Introduces basic concepts and characteristics of the disease processes. Discusses diseases related to specific body systems. 1cr., 3hr. lect. for 5 wks.

159 Exercise Physiology

Studies impact of exercise on the structure and functioning of the human body. Looks at various forms of exercise, e.g., aerobic, anaerobic, strength, and endurance training. Studies diet and exercise in terms of energy requirements and fuel sources, body composition, and weight control. Evaluates impact of exercise on chronic disease risk factors.
4cr., 3hr. lect./3hr. lab

196 Health: Principles of Well-Being

Prereq: ENG 19 with grade C or better or placement at least ENG 22, or consent.
Emphasizes physiological well-being and methods of preventing chronic illness through principles of maintaining wellness. Studies theories of emotional and physical wellness and applies them to the student's life. Studies exercise and nutrition along with mental health and their interdependence. 3cr., 3hr. lect.

History (HIST)

B. Kikuchi

151 World Civilization I

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Surveys spread of civilization from its Near Eastern origins, with emphasis upon cultural contributions from Egypt, Mesopotamia, India, China, Japan, Greece, Rome, and Post-Roman Europe up to 1650. 3cr., 3hr. lect. **(FGA)**

152 World Civilization II

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Treats development of civilization since 1650 with emphasis upon the expansion of Western influence throughout the world, and upon the political, economic, and cultural revolutions in the North Atlantic Community, Africa, and Asia. 3cr., 3hr. lect. **(FGB)**

241 Civilizations of Asia I

Prereq: ENG 100 (or concurrent), or consent.
Interprets and compares the development and interaction of the political, economic, and cultural elements in the major civilizations of Asia from earliest times to contact with the West. 3cr., 3hr. lect. **(AP, CO, DH)**

242 Civilizations of Asia II

Prereq: ENG 100 (or concurrent), or consent.
Surveys the impact of Western civilization upon major civilizations of Asia and the Asian response to this impact. 3cr., 3hr. lect. **(AP, CO, DH)**

253 Contemporary World History

Prereq: HIST 152, or consent.
Studies contemporary world history from World War II to the present. Emphasizes the historical background of major political, social, intellectual, and economic events leading to a better understanding of world issues today. 3cr., 3hr. lect. **(CO, DH)**

281 Introduction to American History

Prereq: ENG 100 (or concurrent), or consent.
Develops understanding of the progress of American culture up to the Civil War, an insight into America's heritage, and a sensitivity to its ideals and realities. 3cr., 3hr. lect. **(CO, DH)**

282 Introduction to American History

Prereq: ENG 100 (or concurrent), or consent.
Develops understanding of the progress of American culture since the Civil War, an insight into America's heritage, and sensitivity to its ideals and realities. 3cr., 3hr. lect. **(CO, DH)**

284 History of Hawai'i

Surveys the economic, political, and social history of Hawai'i from earliest times to the present. Emphasizes the history of Hawai'i since the time of European contact. 3cr., 3hr. lect. **(CO, HI, DH)**

288 History of the Pacific Islands

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent. Recommended: HIST 152, or ANTH 200.
Surveys the cultural areas of the Pacific from pre-contact to present day. Covers prehistoric migrational patterns, historical movements, and present day distributions, including western colonization and current problems. *(Crosslisted as ANTH 235.)* 3cr., 3hr. lect. **(AP, CO, DH)**

Hospitality & Tourism (HOST)

L. Liu, L. Peros

20 Orientation to the Travel Industry

Prereq: ENG 15, or placement at least ENG 19, or consent. Recommended: BUSN 121.
Provides an overview of the travel industry and examines employment opportunities in the field of hospitality and tourism. 3cr., 3hr. lect.

101 Introduction to Hospitality & Tourism

Prereq: HOST 20 with grade C or better, and ENG 19 with grade C or better or placement at least ENG 22, or consent.
Provides an overview of the travel industry and related major business components. Analysis of links between hotel, food, transportation, recreation, and other tourism-related industries will be addressed. 3cr., 3hr. lect.

150 Housekeeping Operations

Prereq: HOST 101 (or concurrent), and ENG 19 with C grade or better or placement at least ENG 22 or 55, or consent.
Studies the practical application of professional housekeeping operations including the functions of management, interdepartmental relationships, and preventive maintenance practices required to assure quality service.
3cr., 3hr. lect./disc.

152 Front Office Operations

Prereq: HOST 101 (or concurrent), and ENG 19 with grade C or better or placement at least ENG 22 or 55, or consent.
Studies the philosophy, theory, equipment, and current operating procedures of a hotel front office. Concentrates on the human relation skills necessary for effective guest and employee relations and the technical skills necessary to operate a manual, mechanical or computerized front office operation.
3cr., 3hr. lect./disc.

154 Food & Beverage Operations

Prereq: HOST 101 (or concurrent), and ENG 19 with grade C or better or placement at least ENG 22 or 55, or consent.
Introduces the basic principles of marketing, menu planning, service styles, nutrition, sanitation and safety, purchasing, and control systems as they apply to food and beverage management in an operational setting. Provides practical applications to effectively manage resources for food and beverage operations.
3cr., 3hr. lect./disc.

192v Hospitality Internship I

Prereq: Hospitality and Tourism major; department approval; or consent.
Provides a supervised field experience that is related to the student's major or career goals. The experience will enable the student to apply knowledge and skills learned in coursework to the work environment.
3cr., 1hr., 15min. weekly seminar

250 Hospitality Sales & Marketing

Prereq: CA in Hospitality & Tourism, or consent.
Provides students with basic knowledge and practical experience to develop strategic and operating marketing plans for hospitality properties. Emphasizes the marketing orientation as a management philosophy that guides the design and delivery of guest services. Examines the dynamic relationship between hospitality marketing and daily operations.
3cr., 3hr. lect./disc.

260 Hospitality Law

Prereq: CA in Hospitality & Tourism, or consent.
Provides an awareness of the rights and responsibilities that the law grants to or imposes upon a hotelkeeper. Illustrates the possible consequences of failure to satisfy legal obligations.
3cr., 3hr. lect./disc.

270 Hospitality Management

Prereq: CA in Hospitality & Tourism, or consent.
Introduces, examines, and explains the basic principles of supervision and management in the hospitality industry. Focuses on the elemental roles, functions, and responsibilities shared by supervisors and managers. Explores rudimentary skills and techniques that must be employed in a day-to-day work setting to achieve positive, productive results.
3cr., 3hr. lect./lab/disc.

293v Hospitality Internship II

Prereq: C.A. in Hospitality & Tourism and HOST 192v, or consent.
Introduces the student to the work place within the student's major area of interest. Provides work practicum which emphasizes hospitality industry employability skill objectives. Requires workplace-based project for which the student evaluates and prepares a written proposal as a solution to specific job-related issues. *Student, instructor, and employment supervisor jointly develop learning outcomes. Instructor and employment supervisor jointly evaluate student. (May be repeated for a maximum of 3 credits.)* 1-3cr., 75hrs./cr.

298 Hospitality Capstone

Prereq: Consent.
Integrates all the course work required for the HOST degree program. Explores a work-related management issue or operational problem in the hospitality industry. Analyzes, researches, and develops an in-depth strategy to resolve the issue or problem.
3cr., 3hr. lect./disc./simulation

Human Services (HSER)

L. Stein

101 Health Navigator

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended prep: Basic Internet Skills
Prepares people to navigate the health and social services systems; provides a knowledge foundation and practical skills base. Prepares the navigator to assist patients in various systems in search of appropriate diagnosis, treatment, and resolution. 3cr., 3hr. lect. *(Crosslisted as HLTH 101).*

110 Introduction to Human Services

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent.
Introduces the nature of human service programs. Studies federal, state, and local human service responsibilities. Includes talks by agency representatives and field trips to agencies. 3cr., 3hr. lect. **(CO)**

111 Community Action

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent.
Develops a concept of human needs and examines how social institutions and communities provide for such needs. Views selected social problems in community settings and how communities, agencies, and organizational structures function to deal with them. Introduces social-cultural considerations and community action strategies. Participants will identify a community problem/need and develop and implement a proposal for action. 3cr., 3hr. lect. **(CO)**

130 Introduction to Youth Practitioner

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent.
Introduces the core skills needed by youth practitioners. Focuses on basic communication skills, growth and development of adolescents, family and cultures and their roles in development, and youth with special needs. Develops teamwork and basic workforce skills.
3cr., 3hr. lect.

140 Introduction to Techniques of Counseling & Interviewing

Prereq: HSER 110 and at least ENG 22, or consent.
Offers basic introduction to counseling processes to those working or planning to work in the helping professions including Early Childhood Education. Discusses theories and practices of counseling and interviewing individuals and groups. Gives students opportunities to practice skills through role-playing. Not intended to be preparation for counseling professionals. 3cr., 3hr. lect. **(IN)**

193v Work Practicum & Discussion in Community Service

Prereq: Permission of instructor; and HSER 110, HSER 140/248, and ENG 100.
Supervised work experience. Provides individualized in-service training in community services. Includes weekly seminar giving students opportunity to discuss practicum experiences. *(May be repeated for a maximum of 12 credits. Responsibilities increase with each repeat.)*
2-4cr., 1hr. disc./2.5-15hr. practicum

245 Group Counseling

Prereq: HSER 140, and ENG 22 with grade C or better or placement in ENG 100, or consent.
Provides theoretical and experiential training in facilitating self-exploration and growth groups. Designed to provide understanding and experience in selecting group members, establishing group norms and goals, setting group climates, developing group activities, promoting group and individual growth, and making appropriate group interventions. 3cr., 3hr. lect. **(CO)**

248 Case Management

Prereq: HSER 140, or consent.
Provides knowledge and practical skills to become competent case managers in human services agencies. Develops professional skills in order to teach those who need assistance to manage their own lives within the scope of their resources and abilities. Presents culturally sensitive strategies and strength-based model of case management. 3cr., 3hr. lect.

256 Dynamics of Family Violence

Prereq: ENG 100, or consent.
Recommended: HSER 110.
Provides an in-depth study of the problems, dynamics, and effects of family violence and examines current societal responses. Includes the history of domestic violence, contributing cultural conditioning, and socialization factors. Reviews partner, child, and elder abuse within the family and multi-generational effects. Examines legal issues, prevalence and outcome data, contemporary theory, and best-practices for intervention nationally and in our community. 3cr., 3hr. lect.

268 Alcohol & Drug Education

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Presents a comprehensive review of drug actions on the body and the effects of drug use in our society. Provides an understanding of chemical dependency, its assessment and various treatment modalities. 3cr., 3hr. lect. **(CO)**

270 Substance Abuse Counseling

Prereq: HSER 140, and ENG 22 with grade C or better or placement at ENG 100, or consent.
Provides theoretical and experiential training in the prevention, intervention, and treatment applicable to a heterogeneous substance abuse population. Identifies ethical and legal issues of working with this population. 3cr., 3hr. lect. **(CO)**

293v Work Practicum & Discussion in Community Service

Prereq: Permission of instructor; and HSER 110, HSER 140/248, and ENG 100. If taking course for Substance Abuse Counseling Certificates: HSER 268 and HSER 270.
Provides advanced, individualized, in-service training in community-based human services agencies. Includes weekly seminar giving students the opportunity to discuss practicum experiences. *(May be repeated for a maximum of 8 credits.)*
2-4cr., 1hr. lect./practicum hours vary.

Humanities (HUM)

C. Gardner

100 Themes in Humanities

Gives the student a start toward viewing the arts as an expression of the meaning of life. Interweaves interpretations of history and a variety of works of poetry, drama, novel, painting, sculpture, music, and philosophy to illustrate mankind's changing awareness. 3cr., 3hr. lect. **(IN, HE, DH)**

400 Changes & Choices

Prereq: ENG 316, or consent.
Explores ways in which the humanities can contribute to personal and work lives, especially as individuals face change and make decisions. Analyzes how individuals world-wide examine circumstances including the changing landscape of living among people of various beliefs and cultures, making decisions, and dealing with consequences of such decisions. Examines the onset of other choices presented to us as a result of the original decisions made, or alternatively, made for us by our choosing not to engage in the process. 3cr., 3hr. lect. **(DH)**

410 Literature and Popular Culture

Prereq: ENG 100 with C or better; and HUM 100 or 400, or DRAM 280, or ENG 210, 250, 251, 252, 253, 254, 255, 256, or 257(E,F,R) with C or better; or consent.
Examines how cultures and societies are shaped, influenced, stereotyped, and appreciated from literary sources. Analyzes literary sources, film, painting, architecture, and historical research to contextualize a culture, including Hawaii's, and how it is represented to the outside world. **(CO)**

Ilokano (ILO)

101 Beginning Ilokano I

Introduces speaking, listening, reading, and writing skills of basic Ilokano Includes the following: (a) the basic structures of Ilokano; (b) language commonly used in daily situations; and, (c) different aspects of Philippine cultures.
4cr., 4hr. lect. **(AP, HSL)**

102 Beginning Ilokano II

Continues ILO 101. Includes speaking, listening, reading, and writing skills of basic Ilokano. 4cr., 4hr. lect. **(AP, HSL)**

Industrial Education, Building & Construction (IEDB)

C. Atay, A. Carson

20 Introduction to Building & Construction

Prereq: Placement at least ENG 21 and computer literacy, or consent.

Introduces students to construction and construction careers using the Contextual Model. Focuses on problem solving related to construction projects from origination of the idea through the actual completion of the construction process. Requires sequencing the project; identifying, by career, the people involved with the project; and identifying the permits, licenses, and jurisdictional organizations. Introduces safety, common materials, hand and limited power tool applications, construction techniques, and blueprint reading. 3cr., 6hr. lect./lab

Information and Computer Science (ICS)

D. Bhattacharya, D. Kruse

101 Digital Tools for the Information World

Emphasizes production of professional level documents, spreadsheets, presentations, databases, and web pages for problem solving. Includes concepts, terminology, and a contemporary operating system. *Meets requirements for UH Manoa and UH Hilo College of Business and UH Mānoa Biology program and Botany Department.* 3cr., 3hr. lect./lab

102 Internet Resources

Prereq: ICS 101 or BUSN 150, or consent. Recommended: Familiarity with the Internet.

Introduces the variety of resources available on the Internet. Examines history, current issues, and how the Internet works. Teaches terminology, file formats, and addressing. Introduces the concept of client-server programs as applied to the Internet. Explores use of the World Wide Web as a vehicle for research. Teaches how to find, evaluate, and publish information.
3cr., 3hr. lect./lab

110 Intro to Computer Programming

Prereq: ICS 101 or BUSN 150, either with grade C or better, or consent.

Teaches fundamental programming concepts including sequential, selection, and repetition flow; variables and types; syntax; error types; compilation; linking; loading; and debugging. Introduces algorithms, flow charts, UML, and other analytic tools. Explains and practices problem solving and critical thinking methods. 3cr., 3hr. lect.

111 Introduction to Computer Science I

Prereq: ICS 110 with grade C or better, and MATH 82 with grade C or better or placement at least MATH 103 or 107, and ENG 19 with grade C or better or placement at least ENG 22, or consent.

Introduces problem solving using computers. Provides a background for students entering computer science, engineering, or other fields that require a background in computer programming. Teaches the basics of the computer hardware/software interfaces. Includes programs, applications, and compliers. Introduces programming concepts, algorithms, and problem solving techniques using high-level object-oriented programming languages. *Meets ACM CS 1 course standards.* 4cr., 4hr. lect./lab

115 Microcomputer Applications

Prereq: ICS 101 or BUSN 150, or consent. Recommended: MATH 82 and elementary word processing or typing skills.

Examines the utilization of major application packages as tools in business problem solving. Covers the following applications: a micro-computer operating system, word processing, spreadsheets, graphics, and database management systems. 3cr., 3hr. lect./lab

116 Designing for Cross-Media: Publishing for Print & Web

Prereq: ICS 101 or BUSN 150, or consent.

Focuses on design and layout for cross-media publishing. Examines the interface, functions, and integration of publishing software for graphic design and production. Explains how to prepare content for publication for print, Portable Document Format (PDF), and on the web. 3cr., 3hr. lect./lab

150 Introduction to GIS/GPS

Prereq: ICS 101 or BUSN 150, either with grade C or better; or consent. Recommended: Familiarity with computer databases.

Introduces applications of geographic information systems (GIS) with a special emphasis on using ArcView GIS. Includes database construction and techniques for spatial data manipulation, analysis, and display. Teaches use of global positioning system (GPS.) Explores cross-disciplinary applications in the natural and social sciences. *(Crosslisted as GIS 150.)* 4cr., 6hr. lect./lab **(EA)**

151C Introduction to C Programming

Prereq: ICS 111 with grade C or better, or consent.

Introduces students to C Programming Language and an Integrated Development Environment (IDE). Develops structured programs using problem solving, algorithm development, and programming concepts using a procedural language. 3cr., 3hr. lect./lab

161 Introduction to Computer Graphics

Prereq or coreq: ICS 101 or BUSN 150, or consent.

Introduces computer graphics tools and concepts in digital image editing, illustration graphics, print and web design, and 2D and 3D animation. *(Crosslisted as ART 161.)* 3cr., 3hr. lect. **(HE, DA)**

193v Computer Science Internship I

Prereq: ICS 111, and consent of both instructor and Co-op coordinator. Coreq: Enrollment in ECET program and one or more ECET or ETRO courses. Recommended: ETRO 101 and 105, and ENG 100.

Reflects student interest area and the availability of job stations. Offers opportunity to upgrade workplace employability. *Student, instructor, and employment supervisor jointly develop learning outcomes. Instructor and employment supervisor jointly evaluate student. (May be repeated for a maximum of 3 credits.)*

1-3cr., 75hrs. supervised work/cr.

200 Web Technology

Prereq: ICS 110 with grade C or better, or consent.
Introduces web page authoring. Creates client-side web pages using web authoring language and style sheets. Uses graphical design elements, validation, browser capability, and accessibility. Uses scripting language to add dynamic elements to web pages,, client-side scripting, regular expressions , event handling, input validation, selection, repetition, and parameter passing. 3cr., 3hr. lect.

205 Photoshop and Illustrator

Prereq: ICS 101 or BUSN 150, or consent.
Introduces the basic tools and features of digital image editing, photo retouching, and color correction of images. Focuses on the fundamental drawing techniques of illustration graphics including pen tool paths, objects, and type. *(Crosslisted as ART 205.)* 3 cr., 3hr. lect./lab **(DA)**

211 Introduction to Computer Science II

Prereq: ICS 111 with grade C or better, or consent. Recommended: MATH 135.
Reinforces and strengthens problem-solving skills using more advanced features of programming languages and algorithms, such as recursion, pointers, and memory management. Emphasizes use of data structures, such as arrays, lists, stacks, and queues. *Meets ACM CS2 course standards.* 3cr., 3hr. lect./lab

214 Fundamentals of Design for Print & Web

Prereq: ICS 101 or BUSN 150, or consent.
Introduces development principles related to graphic design terminology, tools and media, and layout and design concepts. Topics include integration of type, images, and other design elements, developing computer skills in industry standard computer programs, and study of design development pertaining to color theories, publications, and advertising. Projects will emphasize relating form to content through selection, creation and integration of typographic, digital imaging, illustrative, and design elements in print and web environments. *(Crosslisted as ART 221.)* 3cr., 3hr. lect./lab **(DA)**

251 Introduction to Unix/Linux

Prereq: ICS 101 with grade C or better, or consent.
Introduces the Unix/Linux operating system with emphasis on the Red Hat Linux release. Covers the history and structure of Unix/Linux, basic functions, and fundamental commands. Explores advanced topics unique to Unix/Linux system administration. Stresses the ethics and responsibilities incumbent with Super User privileges. 4cr., 4hr. lect./lab

252 Unix/Linux System Administration

Prereq: ICS 251 with grade C or better, or consent.
Continues exploration of the Unix/Linux operating system with an examination of the tasks and responsibilities of system administration. Examines and explores the Unix group and user hierarchy, system security, networking fundamentals, network administration, system logs, troubleshooting, application installation, and system installation and maintenance. Emphasizes the ethics and responsibilities of Unix System Administration and root user privileges.
4 cr., 4hr. lect./lab

258 Programming for High Performance Clusters

Prereq: ICS 111 with grade C or better, or consent.
Explores programming for high performance computational clusters. Examines the algorithmic paradigms required to most efficiently and effectively create or modify code that will exploit the unique characteristics of parallel processing. Identifies the attributes common to highly parallelizable code. Develops parallel algorithms and writes implementing computer code. Tests, evaluates, and refines code to maximize performance and efficiency. 3cr., 3hr. lect./lab

261 Intermediate Computer Graphics

Prereq: ICS 161, 205, or 214, or consent.
Provides instruction with the tools and concepts of computer graphics utilizing digital media technology. Offers experience that integrates digital image editing, illustration graphics, print publishing, web authoring, 2D, and 3D animation. *(Crosslisted as ART 218.)* 3cr., 3hr. lect./lab **(DA)**

272 Digital Imaging & Animation

Prereq: ICS 261, or consent.
Develops 2D computer graphics as elements for 3D projects. Compiles digital imaging and illustration using natural media tools, filters, compositing, templates for 3D project scenes, texture-mapping, and source files. Outlines 3D modeling and animation concepts, tools, and techniques for project development. 3cr., 3hr. lect./lab

275 Introduction to High Performance Computing Clusters

Prereq: ICS 251 with grade C or better, or consent. Coreq: ICS 252.
Introduces High Performance Computing (HPC) clusters. Covers the history, technology, and structure of computational clusters, with emphasis on Beowulf-style clusters. Includes design concepts, software and hardware implementations, enabling applications, and administration. Includes algorithmic considerations and structures conducive to the development and implementation of parallelized applications. Provides experience building, configuring, and utilizing the cluster. 4cr., 4hr. lect./lab

283 Advanced Computer Graphics Design

Prereq: ICS 261, or consent.
Reviews the history, development, technology, and creative approaches of digital tools. Summarizes design theory. Employs graphics software to achieve concepts, content, and distinctive project solutions. Originates and manages the preproduction, production, postproduction of projects in print, web, digital imaging, illustration, and animation. Assembles projects into traditional, content, and digital portfolios. Analyzes professional issues for careers in digital media: resume, portfolio, exhibiting, personal web site, employment, and professional organization. 3cr., 3hr. lect./lab

285 Digital Media Capstone

Prereq: ICS 283 and approval of DM faculty.
Provides an opportunity to integrate and employ tools and knowledge developed during the Digital Media program. Evaluates design and technical skills in digital media publishing projects. Assesses internship experiences and job

market research for employment strategies. A comprehensive professional digital media publishing portfolio is required as a capstone project. 3cr., 3hr. lect./lab

293v Computer Science Internship II

Prereq: ICS 193v, or consent.
Reflects student interest area and the availability of job stations. Offers the opportunity to upgrade employment and problem-solving skills. *Student, instructor, and employment supervisor develop learning outcomes. Instructor and the employment supervisor jointly evaluate student. (May be repeated for a maximum of 6 credits.)*
1-3cr., 75hrs./cr.

298 Special Projects in Computer Science

Prereq: ICS 252 and ICS 275 both with grade C or better; or consent. Coreq: Determined by topic. Recommended: Determined by topic.
Covers current topics in computer science. Introduces students to topics of current interest and relevant to their studies. Includes both theoretical and hands-on experience in cutting edge hardware, software, networking, operating systems, applications, and techniques. 4cr., 4hr. disc.

319 Operating Systems

Prereq: ICS 111 and ICS 200 with grade C or better, or consent.
Covers concepts, issues and design of modern operating systems. Analyzes processes and state, concurrency, resource management algorithms for memory, processors and I/O devices, protection and security. Develops case studies of popular desktop and server operating systems. Conducts laboratory projects and teaches OS installation and administration techniques.
3cr., 3hr. lect.

320 Introduction to Information Systems & E-Commerce

Prereq: ICS 115 or BUSN 151, and ICS 214, or consent.
Introduces general concepts of information systems and e-commerce. Includes key business applications, e-commerce and the Internet, system development, outsourcing, networking and data communications, data and databases, and security. Includes relevant projects.
3cr., 3hr. lect.

340 Introduction to Visual Basic

Prereq: ICS 115 or BUSN 151 either with grade C or better, or consent.
Introduces computer programming for non-computer science majors using the Visual Basic language. Includes algorithms and problem-solving, fundamental programming constructs, object-oriented design, event-driven programming, Graphical User Interface (GUI) principles, and components. 3cr., 3hr. lect./lab

352 Networks and Security

Prereq: ICS 111 and ICS 200 with grade C or better, or consent.
Provides detailed knowledge of the internet and its capabilities, explains details of HTTP, TCP/IP, ethernet, and wireless 802.11 router, switches, and NAT; network and wireless security; practical experience in designing and implementing networks. Laboratory projects teach network design and administration. Discusses intermediate level topics on computer security. Examines legal, ethical and technology issues in computer access, confidentiality, authentication, privacy and intellectual property. 3cr., 3hr. lect.

360 Database Design and Development

Prereq: ICS 319 and ICS 352 both with grade C or better, or consent.
Provides detailed knowledge of database design and development. Explains data models: relational and object oriented. Examines relational database management systems. Demonstrates database design and development using SQL. Explains client/server systems and web access to databases. 3cr., 3hr. lect.

385 Web Development and Administration

Prereq: ICS 319 and ICS 352 both with grade C or better, or consent.
Provides detailed knowledge of web page authoring. Demonstrates scripting in operating systems, web pages, server-side application integration, regular expressions, event handling, input validation, selection, repetition, parameter passing. Develops an e-commerce web site that uses a standard browser to accept user input, processes the user input with business logic, and connects to a back-end SQL database. Discusses topics in web site administration. Covers site management (operating system, web server and database installation and administration); security (cryptography, authentication, digital certificates); and content (site design, ethical and business considerations). 3cr., 3hr. lect.

418 Systems Analysis and Designs

Prereq: ICS 360 and ICS 385 with grade C or better, or consent.
Provides detailed knowledge of system specification, modeling and analysis, prototyping, hierarchical design, program design methods, cost estimation, project management, computer-aided software design. Emphasizes planning, analysis, and design phases of the Software Development Life Cycle with one model of the SDLC covered. Demonstrates learning tools and techniques for sound requirement assessment and, working as a team, produces a verified design of a web-based software product. 3cr., 3hr. lect.

420 E-Commerce Development

Prereq: ICS 340 and 385, or consent.
Provides advanced knowledge and skills for the design, construction, and implementation of an Internet based commerce site. Discusses legal, security, cultural, and policy issues. 3cr., 3hr. lect.

463 Human Computer Interaction

Prereq: ICS 320 and MATH 115, or consent.
Application of concepts and methodologies of human factors, psychology and software engineering to address ergonomic, cognitive, and social factors in the design and evaluation of human-computer systems. 3cr., 3hr. lect/lab

Interdisciplinary Studies (IS)

C. Shishido

103S Building College Strengths Through Culture

Teaches, infuses, and uses culture to help students successfully transition into post-secondary education by developing an understanding of personal strengths for student success. 1cr., 1hr. lect.

104B Transitions: Personal

Introduces students to college level work, strategic reasoning, communicating, and academic strategies. Helps students to develop an understanding of personal learning strengths, needs, time and resource management, and the use of relevant resources. Develops skills necessary to monitor progress and resolve problems. Introduces the creation of an individual learning portfolio and plan to support the successful transition to college. 1cr., 1hr. lect.

104C Transitions: Community

Focuses on developing the understanding that it is essential for human beings to work together. Teaches how to work as a productive member of a successful team. Develops critical thinking and problem solving skills. Teaches and practices taking responsibility in implementing a solution, and recognizing and producing quality performance and quality products. 1cr., 1hr. lect.

104D Transitions: Lifelong

Teaches students to become lifelong learners who are able to access and assess information, make judgments, and generate original ideas; apply collaborative skills to pursue individual and/or group goals; accept responsibility for their own behaviors and attitudes; and direct themselves as they strive for personal excellence. 1cr., 1hr. lect.

105 Career/Life Exploration & Planning

Prepares student for effective career/life exploration, planning and decisions. Emphasizes self-assessment, world of work information, survey of occupational clusters and related academic preparation relevant to self-assessed interests, and values and decision-making. *Students cannot take both IS 105 and IS 105B for credit toward a degree.* 3cr., 3hr. lect./disc. **(IN)**

105B Personal Assessment

Assists students in evaluating their interests, values, abilities, lifestyles, and other factors relating to career choice. Provides students with an opportunity to develop career decision-making skills.
1cr., 15hr. lect. per semester

105C Professional Employment Preparation

Facilitates employment search by emphasizing professional techniques and standards in the preparation of application forms, resumes, cover letters, and employment interviews. *(Crosslisted as BUSN 166.)* 1cr., 1hr. lect.

105D Working in an Organization Career Exploration & Planning

Examines case study approach to operating effectively in a government or company bureaucracy. Emphasizes topics such as "red tape," cliques, impersonality, and frustrations. 1cr., 1hr. lect.

106 College Orientation I

Develops knowledge, skills, and attitudes associated with personal, academic, and career success. Provides overviews of college policies, procedures, and curricular offerings. Develops communication and teamwork skills. Encourages contacts with students and staff. *Strongly recommended for entering students.* 2cr., 2hr. lect.

107 College Orientation II

Prereq or coreq: IS 106, or consent.
Integrates, practices, and applies knowledge, skills, and attitudes associated with personal, academic, and career success. Integrates and applies communication and teamwork skills. Encourages contacts with students and staff as well as community and campus service. *Strongly recommended for entering students.* 1cr., 1hr. lect.

150 Leadership Skill Development

Prereq: Consent.
Recommended: IS 105B, or consent.
Develops a clear understanding of self and personal strengths. Applies this knowledge and understanding in developing leadership skills. Teaches effective team building, coaching, and mentoring; effective communication; and project management skills. 3cr., 3hr. lect.

Issues and Topics

90v, 190v, 290v, 390v, 490v.
See Special Curricula section on page 56.
Note: For 190v courses in the Humanities, up to three credits of different topics may be used as general electives in the AA, AS, and AAS degrees; up to three additional credits may be used to satisfy a Humanities requirement for a total of no more than six Topics credits.

Japanese (JPNS)

H. DeLeon

101 Elementary Japanese I

Introduces speaking, listening, reading, and writing skills of beginning Japanese. Includes basic sentence structures.
Daily practice highly recommended.
4cr., 5hr. lect. **(AP, HSL)**

102 Elementary Japanese II

Prereq: JPNS 101, or consent.
Continues 101. Introduces additional basic Japanese speaking, listening, reading, and writing sentence structures.
Daily practice highly recommended.
4cr., 5hr. lect. **(AP, HSL)**

201 Intermediate Japanese I

Prereq: JPNS 102, or consent.
Second level course in Japanese listening, reading, speaking, and writing. Introduces more advanced grammatical patterns and vocabulary words. *Daily practice highly recommended.* 4cr., 5hr. lect. **(AP, HSL)**

202 Intermediate Japanese II

Prereq: JPNS 201, or consent.
Continues JPNS 201. Completes introduction of major grammatical patterns of standard Japanese. *Daily practice highly recommended.* 4cr., 5hr. lect. **(AP, HSL)**

Journalism (JOUR)

205 News Writing

Prereq: Basic keyboarding skills of 15 wpm and ENG 100, or consent.
Introduces the fundamentals of news style, reporting and ethics. Provides practical experience in news gathering and writing. 3cr., 3hr. lect.

Learning Skills (LSK)

E. Armstrong, L. Nagle

30 Study Skills

Recommended Preparation: ENG 15, or placement at ENG 19.
Develops effective learning skills for success in career and technical as well as general education classes. Focuses on organization, time management, note-taking, test-taking, and communication, including reading, writing, listening and speaking. Includes use of library and Learning Center for individual improvement. *(A-F, N, W. grades only.)* 3cr., 3hr. lect./lab

110 College Learning Skills

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Enhances students' abilities to succeed academically. Investigates communication and organizational skills, methods of inquiry, creative thinking skills, cognitive learning styles, and academic and community resources. 3cr., 3hr. lect./lab

Linguistics (LING)

102 Introduction to the Study of Language

Prereq: ENG 100 or 102, or placement at ENG 100, or consent.
Investigates the nature and workings of language: its composition (sound system, grammatical structure, and lexicon), representation (oral and written), and divergence (relationships between languages of the world). General linguistic principles applicable to all languages will be covered. 3cr., 3hr. lect. **(CO)**

Maintenance (MAIN)

C. Atay, A. Carson

20 Introduction to Building Maintenance

Explores details of building construction and maintenance. Introduces fundamentals of building systems and operations of the maintenance department.
2cr., 3hr. lect./lab

30 Masonry

Introduces materials and explains techniques used in installing and repairing concrete, hollow tile, and related masonry construction. 2cr., 3hr. lect./lab

40 Painting and Decorating

Introduces materials and explains techniques used in applying and maintaining paints, wallpaper, and plaster.
2cr., 3hr. lect./lab

50 Plumbing I

Introduces materials and explains techniques used to install and maintain plumbing lines, fixtures, and controls. Emphasizes effective maintenance procedures for commercial structures.
2cr., 3hr. lect./lab

55 Plumbing II

Prereq: MAIN 50, or consent.
Studies the plumbing system of the typical single-family residential dwelling. Examines how local and national codes apply to residential units.
2cr., 3hr. lect./lab

60 Small Equipment Repair

Introduces the repair and maintenance of small engines, appliances, garden equipment, and power tools. Examines troubleshooting techniques and emphasizes repair fundamentals.
2cr., 3hr. lect./lab

65 Air Conditioning and Refrigeration

Studies air conditioning systems of residential and commercial buildings. Explores various types of refrigeration systems popular today. Introduces concepts of planning, testing, troubleshooting, and balancing such systems.
2cr., 3hr. lect./lab

70 Preventive Maintenance

Explores principles of preventive maintenance: records maintenance, replacement schedules, rust prevention, and equipment maintenance and servicing.
2cr., 3hr. lect./lab

Management (MGT)

R. Boritzer, R. Miller, M. Wukelic

118 Introduction to Supervision

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended: ENG 22 or 55 with grade C or better, or placement at ENG 100.
Emphasizes basics of effective supervision. Introduces responsibilities of a supervisor, along with modern supervisory and human relations techniques and concepts. Provides practical applications in day-to-day supervisor-employee relationships. 3cr., 3hr. lect.

122 Organizational Behavior

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended: ENG 22 or 55 with grade C or better, or placement at ENG 100.
Investigates human behavior in organizations at the individual and group level including the effect of organization. Stresses improving interpersonal relations. Studies diversity, communication, perception, leadership, motivation, group interaction, overcoming resistance to change, power, politics, and organizational culture and structure. Emphasizes interactive and experiential methods of learning. 3cr., 3hr. lect.

124 Human Resources Management

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended: ENG 22 or 55 with grade C or better, or placement at ENG 100.
Studies human resource functions including: recruitment, interviewing, selection, testing, placement, orientation, training, rating, promotion, transfer, and separation and grievance handling. Stresses the need for good labor-management and human relations.
3cr., 3hr. lect.

310 Principles of Management

Prereq: BUS 120 and either PSY 100 or SOC 100, or consent.
Introduces activities and skills needed to successfully manage both domestic and international organizations with an emphasis on decision-making. Includes communication, work motivation, group dynamics, leadership and organizational change, conflict, personality, and teamwork. Relates these concepts to performance, job satisfaction, and organizational commitment. 3cr., 3hr. lect.

322 Organizational Leadership and Management of Change

Prereq: MGT 310 with a C or better, or consent. Recommended: PSY 100 or SOC 100.
Prepares managers to influence the human side of developing and implementing changes in organizations. Theory, cases, and exercises help managers to understand the socio-technical aspects of change; to see leadership as motivating organizational members; to understand their own ability to influence others; and to understand the leadership successes of noted leaders from all walks of life.
3cr., 3hr. lect.

MATH ROUTES FOR SPECIFIC MAJORS

Begin at the appropriate course, as determined by your math placement score and your particular career path.

Business: CULN

MATH 18 → MATH 50H

Vocational: AG, FT, SUSTAINABLE CONSTRUCTION TECH

MATH 18

Vocational: ABRP, AMT

MATH 18 → MATH 50C

Vocational: ECET

MATH 18 → MATH 82 → MATH 107

See program map for specific requirement.

Business: ACC, BUS, BUSN, HOST

MATH 18 → BUSN 189

MATH 18 → MATH 82 → MATH 100 or MATH 115

MATH 18 → MATH 82 → MATH 103 → MATH 135 → MATH 203

Liberal Arts (non-calculus), Public Service: AJ, HSER, NURS *(See Program Maps, pages 27-52)*

MATH 18 → MATH 82 → MATH 100 / MATH 111 → 112 MATH / or MATH 115

Liberal Arts (calculus)

MATH 18 → MATH 82 → MATH 103 → MATH 135 → MATH 203

MATH 135 → MATH 140

MATH 205 → MATH 206 → MATH 231 → MATH 232

BAS ENGT Engineering Technology

MATH 18 → MATH 82 → MATH 107 → MATH 219

400 Managing the Growing Business

Prereq: MGT 310, or consent.
Addresses the dynamics of growth. Includes leadership and management challenges associated with stages of organizational growth, organization design requirements, and the ever-present change process. 3cr., 3hr. lect.

Marketing (MKT)

R. Boritzer, R. Miller

120 Principles of Marketing

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended: ENG 22 or 55 with grade C or better, or placement at ENG 100.
Introduces marketing principles including: channels of distribution, pricing, government regulations, consumer behavior, marketing functions and organization, product analysis, and promotional activity. 3cr., 3hr. lect.

160 Advertising & Promotion

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended: MKT 120.
Introduces the principles of advertising and promotion, including sales promotion, publicity, public relations, and selling, and their relationship to the marketing system. Stresses strategies of informing, persuading, and integrating information to create a positive image. 3cr., 3hr. lect.

300 Principles of Marketing

Prereq: BUS 120, ECON 130, and ECON 131, or consent.
Applies the fundamental principles of successful marketing including segmentation, targeting, product development, positioning, packaging, placement, pricing, promotion, service and relationship building to development of marketing plans. Explores the impact of marketing of goods and services using the Internet, the World Wide Web, and other technologies as they emerge. 3cr., 3hr. lect.

400 New Venture Marketing

Prereq: MKT 300, or consent.
Examines how startup and small/medium companies reach the marketplace and sustain their businesses within highly competitive industries. Recognizes the need of management to operate flexibly, making maximum effective use of scarce resources in terms of people, equipment, funds, and the opportunities that exist within new and established market niches. 3cr., 3hr. lect.

Mathematics (MATH)

K. Acks, A. Amirislani, D. Harbin, S. Schwartz

Many mathematics courses are offered in an open lab setting where students study individually under the general guidance of the instructor and tutors.

Courses numbered below 100 do not count toward the AA degree. To progress to more advanced mathematics courses, students should have grade C or better in prerequisite courses. The prerequisite course is most beneficial when completed during the prior 12 months.

Math placement testing is required of all students who are taking mathematics at UH Maui College. Math placement test results are valid for two years. *(For more information, see section on English and Math Placement on page 70 or Math Routes for Specific Majors on page 132).*

18 Essential Math for Algebra

Recommended preparation: Reading COMPASS placement score of 56 or higher or concurrent enrollment in ENG 21 or 102.
Develops computation and problem-solving skills that use math operations, signed numbers, fractions, and decimals to solve ratio, proportion, percent, geometry, basic statistics and basic linear equation problems. Introduces concepts required for success in STEM, health or business related fields. (A-F, N, W grades only.) 3cr., 3hr. lect.

50C Technical Mathematics

Prereq: MATH 1 or 18 either with grade C or better, or placement at least MATH 22, and ENG 19 with grade C or better, or placement at least ENG 22, or consent. Recommended: At least 10th grade reading skills.
Develops skills in basic arithmetic, measurement, addition and subtraction, multiplication and division of real numbers, evaluating formulas, solving equations and applications of these skills in practical situations related to technical careers. 3cr., 3hr. lect.

50H Technical Mathematics: Culinary Arts

Prereq: MATH 18 with grade C or better or placement at least MATH 82, and ENG 19 with grade C or better or placement at least ENG 22, or consent. Recommended: At least 10th grade reading skills.
Applies and relates mathematical skills to the solution of food service problems: adjusting and costing recipes, calculating yields, markups, business forms and reports, financial statements, interest, taxes, and scheduling. 3cr., 4hr. lect./lab

82 Accelerated Algebraic Foundations

Prereq: MATH 18 with grade C or better or placement at least MATH 82, or consent. Recommended: COMPASS Reading Placement at ENG 21 or higher.
Develops graphing techniques for linear and quadratic equations. Introduces exponent rules and operations involving polynomials. Extends simplification of expressions and solutions of equations to systems, rational, radical, and quadratic. Develops application problem solving skills. (A-F, N, W grades only.) 4cr., 4hr. lect.

100 Survey of Mathematics

Prereq: MATH 82 with grade C or better or placement at least MATH 100, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 11th grade reading skills.
Acquaints the non-specialist with examples of mathematical reasoning. Explores selected topics such as numeration systems, consumer math, linear and exponential growth, inductive patterns, mathematical art, probability, statistics, set theory, and logic. 3cr., 3hr. lect. **(FS, FN)**

103 College Algebra

Prereq: MATH 82 with grade C or better or placement at least MATH 103, and ENG 22 with grade C or better or placement at ENG 100, or consent. Recommended: At least 11th grade reading skills.
Analyzes and interprets the behavior and nature of functions including linear, polynomial, exponential, log, absolute value, and piecewise-defined functions; solves systems of equations; models and solves real world applications. 3cr., 3hr. lect. **(FS, FN)**

107 Math for Electronics & Computers

Prereq: MATH 82 with grade C or better or placement at least MATH 103, and ENG 22 with grade C or better or placement at ENG 100, or consent. Recommended: At least 11th grade reading skills.

Surveys technical mathematics, with emphasis on applications to electronics, computers, and networking. Includes numbering systems for computers, Boolean algebra and logic gates for digital circuits, trigonometry for AC circuits, exponential and logarithmic functions for AC circuits, and rectangular and polar forms of complex numbers for LRC circuits. 4cr., 4hr. lect.

111 Mathematics for Elementary Teachers I

Prereq: MATH 82 with grade C or better or placement at least MATH 100, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 11th grade reading skills.

Explores mathematical ideas, problem solving, quantitative and symbolic reasoning. Focuses on operations and their properties, sets, counting, patterns, and algebra. 3cr., 3hr. lect. **(FN)**

112 Mathematics for Elementary Teachers II

Prereq: MATH 111 with grade C or better. Recommended: At least 11th grade reading skills.

Demonstrates operations and develops the properties of the natural numbers, integers, rational numbers, and real numbers. Explores the use of mathematical operations to solve problems including geometry, probability, and physical rates. 3cr., 3hr. lect. **(FS, FN)**

115 Statistics

Prereq: MATH 82 with grade C or better or placement at least MATH 100, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 11th grade reading skills.

Presents basic statistical topics including measures of central tendency and dispersion, classification of variables, sampling techniques, elementary probability, normal and binomial probability distributions, tests of hypothesis, and linear regression and correlation. 3cr., 3hr. lect. **(FS, FN)**

135 Pre-Calculus: Elementary Functions

Prereq: MATH 103 with grade C or better or placement at MATH 135, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 11th grade reading skills.

Investigates the nature of functions and examines polynomial, rational, exponential, and logarithmic functions. Studies the solution to equations and inequalities in one and several variables.
3cr., 3hr. lect. **(FS,FN)**

140 Trigonometry Analytic Geometry

Prereq: MATH 135 with grade C or better or placement at MATH 140, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 11th grade reading skills.

Studies the trigonometric functions, their applications, identities and equations, the conic sections, and some topics of discrete algebra. 3cr., 3hr. lect. **(FS, FN)**

203 Calculus for Business & Social Sciences

Prereq: MATH 135 with grade C or better or placement at MATH 140, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 12th grade reading skills.

Studies the basic concepts of differentiation and integration and their applications in the areas of finance, management, economics, and social sciences.
3cr., 3hr. lect. **(FS, FN)**

205 Calculus I

Prereq: MATH 140 with grade C or better or placement at MATH 205, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 12th grade reading skills.

Explores basic concepts of differential and integral calculus. Reviews functions, focuses on differentiation and its applications. Introduces integration.
4cr., 4hr. lect. **(FS, FN)**

206 Calculus II

Prereq: MATH 205 with grade C or better, or placement at MATH 206, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 12th grade reading skills.

Extends and completes the calculus on a single real variable with the differentiation and integration of the transcendental functions, techniques of integration, applications, and infinite series.
4cr., 4hr. lect. **(FS, FN)**

219 Calculus for Engineering Technology

Prereq: MATH 107 or 140 or higher, PHYS 105 or higher, and ETRO 112, all with grade C or better, or consent.
Coreq: PHYS 219 and ETRO 305

Studies mathematical concepts and procedures useful in the study of engineering technology. Utilizes the capabilities of software such as MATLAB and its applications to find and visualize solutions to technical and engineering problems. Includes hands-on engineering mathematics examples. Utilizes vectors, integral and differential calculus in two and three dimensions. 3cr., 3hr. lect.

231 Calculus III

Prereq: MATH 206 with grade C or better, and ENG 100 with grade C or better (or concurrent), or consent. Recommended: At least 12th grade reading skills.

Studies functions of several variables including vectors, vector functions, the calculus on these functions, and 3-dimensional analytic geometry.
3cr., 3hr. lect./disc. **(FS, FN)**

232 Calculus IV

Prereq: MATH 231 with grade C or better, and ENG 100 with grade C or better (or concurrent) or consent. Recommended: At least 12th grade reading skills.

Completes the study of functions of several variables with multiple integrals and vector analysis. Studies the solutions of elementary differential equations.
3cr., 3hr. lect./disc. **(FS, FN)**

Microbiology (MICR)

S. Calder, S. Irwin

130 General Microbiology

Prereq: ENG 100 with grade C or better, and MATH 82 with grade C or better (or concurrent), or placement at least MATH 25, or consent.

Introduces fundamentals of microbiology. Explains role of microorganisms and how they affect humans. Emphasizes medical and public health aspects, bacterial and viral diseases, and epidemiology.
3cr., 3hr. lect. **(DB)**

140 General Microbiology Laboratory
Prereq or coreq: MICR 130.
Laboratory to accompany Microbiology 130. 2cr., 4hr. lab. **(DY)**

Music (MUS)

R. Wehrman

106 Introduction to Music Literature
Treats styles and forms of Western music. Develops skills in listening to and appreciating music. Introduces music styles in their historical and social contexts. 3cr., 3hr. lect. **(CO, DH)**

107 Music in World Cultures
Analyzes folk, popular, and art music from major regions of the world, with emphasis on Asia and the Pacific. Develops a knowledge of representative styles and regional characteristics in world music. 3cr., 3hr. lect. **(FGC)**

108 Fundamentals of Western Music
Recommended coreq: MUS 121C.
Introduces basic musical concepts to enable students to express themselves as budding composers, performers, listeners and teachers. Develops skills in listening to and writing down examples, clapping out rhythms, melodies and chords. *Designed for the beginner with no previous musical training.* 3cr., 3hr. lect. **(HE, DA)**

114 College Chorus
Recommended coreq: MUS 123 or 124. No previous choral experience required.
Introduces performance of choral literature from the Renaissance to the present. Includes fundamentals of music and voice training. *(May be repeated without limit for credit.)* 2cr., 3hr. lect./lab **(HE, DA)**

114H Hawaiian Chorus
Recommended: Previous vocal experience may be helpful.
Introduces basic vocal group performance. Studies ancient to modern Hawaiian songs. 2cr., 3hr. lect./lab **(HE, HI, DA)**

121C Elementary Class Piano I
Prereq: Must have access to a piano or keyboard.
Designed for beginning pianists or for musicians who play another instrument. Develops understanding of concepts of melody, rhythm, harmony and form using simple songs. Develops basic keyboard technique by covering fingering, hand position, hand coordination, simple reading and chord exercises. *(Cannot be audited.)* 2cr., 3hr. lect./lab **(HE, DA)**

121D Elementary Guitar Class I
Prereq: Requires a guitar in playable condition.
Introduces classroom instruction in guitar playing. Develops basic guitar technique by covering hand positions, fingering, scales, chords, and arpeggios. Teaches music reading. Applies reading skills to performance. Introduces a variety of guitar literature.
2cr., 2hr. lect./lab **(HE, DA)**

122C Elementary Class Piano II
Prereq: MUS 121C with grade C or better, or consent. Must have access to piano or keyboard.
Develops basic keyboard skills established during the first semester, including both reading and playing by ear. Repertoire expands to a variety of styles, including classical, pop, jazz, and rock. *(Cannot be audited.)* 2cr., 3hr. lect. **(HE, DA)**

122D Elementary Guitar Class II
Prereq: MUS 121D, or consent. Requires a guitar in playable condition.
Investigates further guitar techniques, ensemble and solo playing. Introduces sight reading. Develops skill in interpretation. 2cr., 2hr. lect./lab **(HE, DA)**

123 Beginning Voice Class
Recommended coreq: MUS 108 and MUS 114. Previous musical training is desirable but not necessary.
Introduces principles of voice production as related to problems of voice literature, both technical and interpretive, at an elementary level.
2cr., 2hr. lect./lab **(HE, DA)**

124 Intermediate Voice Class
Prereq: MUS 123, or consent. Recommended coreq: MUS 108 and MUS 114. Previous musical training is desirable but not necessary.
Develops principles of voice production as related to problems of voice literature, both technical and interpretive, at an elementary level. 2cr., 2hr. lect./lab **(HE, DA)**

167 Evolution of American Popular Music
Traces the history of American popular music, including soul, blues, rhythm and blues, country and western, Dixieland, gospel, folk, and rock. 3cr., 3hr. lect. **(CO, DH)**

180 Basic Theory and Aural Skills
Recommended: MUS 108.
Teaches basic concepts of music theory, notation, and reading applied to dictation and sight-singing. Introduces reading and sight-singing to students with limited skills in music. Develops listening and writing skills necessary to compose music.
2cr., 1hr. lect./2hr. lect./lab **(HE, DA)**

203 Instrumental Ensemble
Prereq: Consent by audition, or prior MUS 203 with grade C or better.
Rehearsal and performance group for instrumentalists. Repertoire ranges from the Renaissance and Baroque to contemporary music, including major works for chorus and opera. *(May be repeated without limit for credit.)* 1cr., 2hr. lect./lab. **(DA)**

216 Intermediate Piano Class
Prereq: MUS 121C and 122C, or consent.
Further develops basic keyboard skills established during the first two semesters, including both reading and playing by ear. Expands repertoire to a variety of styles, including classical, pop, jazz, and rock. Provides experience playing a solo in a recital. 2cr., 2hr. lect./lab **(HE, DA)**

253 Basic Experiences of Music
Introduces components of music, specifically time, pitch, media, musical expression, and form. Demonstrates how these interact with each other to comprise a musical experience. Presents correlation between music and brain development in early childhood. Intended for Education majors. 3cr., 3hr. lect./1hr. lab **(HE, DA)**

271 Introduction to Music Technology
Recommended: MUS 108, 121C, or 121D.
Develops an understanding of history and application of electronics in musical composition and performance. Facilitates the creative process in music through the application of technology.
3cr., 4hr. lect./lab **(HE, DH)**

272 Digital Recording Techniques

Prereq: MUS 271, or consent. Recommended: MUS 108 or 121C or 121D, or ICS 161, or TCOM 261.
Continues MUS 271. Focuses specifically on digital audio recording and processing techniques on the Pro Tools HD platform as they apply to the audio arts and sciences. Explores the roles of engineer and producer in the digital audio studio environment. 3cr., 4hr. lect./lab **(HE, DH)**

Nursing (NURS)

S. Alzamora, D. Casey, D. Cohen, G. Early, N. Erony, M. Farmer, M. Francl, K. Hagan, N. Johnson, M. Kelm, K. Mumford, R. Perreira, C. Petith-Zbiciak, M. Potter-Dunlap, F. Sales, A. Scharnhorst, A. Trygstad, M. Ward, C. White, C. Williams

Course descriptions for Hawai'i Statewide Nursing Curriculum will appear in the 2010 - 2011 General Catalog when courses begin.

12 ARCH: Diseases, Special Diets, Medications

Recommended prereq or coreq: NURS 100.
Prepares the adult residential care home operator to observe the resident for signs and symptoms of common diseases, make medications available, and prepare for special diets. 1cr., 1hr. lect.

13 ARCH: Helping Therapies & Behavior Management

Recommended prereq or coreq: NURS 100.
Prepares the adult residential care home operator to assist in the provision of occupational, physical, recreational, and diversional therapy. Identifies the operator's role in fostering mental health and care of the mentally ill and mentally retarded. 1cr., 1hr. lect.

14 ARCH: Regulations, Accounts, Community Resources

Recommended prereq or coreq: NURS 100.
Prepares the adult residential care home operator to implement specified regulations of Chapter 100, prepare simple accounting records, and identify community resources available to resident operators. 1cr., 1hr. lect.

50 Health Unit Coordinator

Prereq: BIOL 100 with grade C or better, or consent. Coreq: NURS 100.
Develops knowledge of medical terminology and medical abbreviations; diagnostic tests and procedures; drug categories and medications commonly used in hospitals, ambulatory and long term care facilities. Includes background information relating to physician orders. 4cr., 2hr. lect./4hr. lab

100 Nurse Assistant

Prereq: ENG 19 with grade C or better, or placement at least ENG 22, or consent.
Prepares nurse assistants to care for acute, semi-acute, or convalescent clients in the hospital, long-term care, or home setting. Prepares nurse assistant to work under the supervision of a registered or practical nurse. Serves as a beginning level health care course for those interested in the health care field. Prepares nurse assistants for national certification. 6cr., 4hr. lect./6hr.

210 Health Promotion Across the Life Span

Prereq: Admission to the Nursing Program.
Focuses on identifying needs of the total person across the life-span in a wellness/health promotion model of care. Introduces the role of the nurse, nursing code of ethics, and the nursing process with emphasis on learning self-health and client health practices. To support self and client health practices, students learn to access research evidence about healthy lifestyle patterns and risk factors for disease/illness, apply growth and development theory, interview clients in a culturally sensitive manner, and work as members of a multidisciplinary team utilizing reflective thinking and self-analysis. *(Letter grade only.)*
9cr., 3hr. lect./18hr. lab

211 Professionalism in Nursing I

Prereq: Admission to the Nursing Program.
Focuses on the history of nursing practice and education. Emphasizes the ethical and legal aspects of nursing and the professional responsibilities in the practice of nursing. Nursing Professional Fee required. *(Letter grade only.)*
1cr., 1hr. lect.

212 Pathophysiology

Prereq: Admission to the Nursing Program.
Introduces nursing students to pathophysiologic concepts which serve as a foundation to understanding the basis of illness and injury and their corresponding spectrum of human response. These concepts will serve as a foundation for the formulation of clinical decisions and care planning. Nursing Professional Fee required. *(Letter grade only.)* 3cr., 3hr. lect.

220 Health and Illness I

Prereq: NURS 210, 211, and 212 with grade C or better, or consent.
Introduces assessment and common interventions (including technical skills) for clients with illnesses common across the life span, as well as those prevalent in Hawaii. The client and family's understanding and acceptance of their illnesses, coupled with clinical practice guidelines and evidenced based research are used to guide clinical judgements in nursing care. Roles of the interdisciplinary team, legal aspects of delegation, cultural issues, ethical issues, health policy, and health care delivery systems are explored in the context of nursing care. Nursing Professional Fee required. *(Letter grade only.)*
10cr., 4hr. lect./18hr. lab

230 Clinical Immersion I

Prereq: NURS 220 with grade C or better.
Focuses on monitoring a variety of subjective and objective data, identifying obvious patterns and deviations, and developing prioritized intervention plans for specific populations. Implements new nursing skills with supervision. Develops own beginning leadership abilities and acknowledges delegation as needed modality to improve client care. *(Letter grade only.)* 4cr., 3hr. lect./9hr. lab

255 Child Health Nursing II

Prereq: NURS 256 and NURS 256L both with grade B or better. Coreq: NURS 255L.
Uses the nursing process to assist children and their families with complex health problems. *(Letter grade only.)*
1cr., 1hr. lect.

255L Child Health Nursing II Lab

Prereq: NURS 256 and NURS 256L both with grade B or better. Coreq: NURS 255.
Applies the nursing process to the primary, secondary, and tertiary prevention/interventions for children and their families with complex problems in the acute care setting. *(Letter grade only.)* 1cr., 3hr. lab

257 Adult Health Nursing IV

Prereq: NURS 256 and NURS 256L both with grade B or better. Coreq: NURS 257L.
Focuses on use of the nursing process to assist clients and families with complex stressors: neurologic, reproductive, and regulatory problems. Emphasizes nursing theory related to physiological, psychological, socio-cultural, developmental, and spiritual variables as the client moves along the wellness-illness continuum. Includes care of the client and family in emergency settings. *(Letter grade only.)* 2cr., 2hr. lect.

257L Adult Health Nursing IV Lab

Prereq: NURS 256 and NURS 256L both with grade B or better. Coreq: NURS 257.
Applies primary, secondary, tertiary prevention/interventions with clients and families in community-based and acute care settings. Develops skill in care of clients and families with complex neurologic, reproductive, and regulatory problems. Focuses on leadership-management-caregiving roles in a variety of settings. Includes care of clients in emergency setting. *(Letter grade only.)* 4cr., 12hr. lab

258 Issues & Trends In Nursing II

Prereq: NURS 158 with grade C or better.
Focuses on management and leadership theory and application; role(s) of the registered nurse; legal, ethical, social, political, and professional issues; contemporary trends in current and future health care needs; and the transition from student nurse to registered professional nurse. *(Letter grade only.)* 1cr., 1hr. lect.

261 Advanced Electro-Cardiogram Interpretation

Prereq: NURS 259 (or concurrent), or licensed RN or LPN, or consent.
Develops advanced nursing theory related to interpretation of 12-lead EKG. Focuses on EKG changes that occur with myocardial infraction, axis deviation, artificial pacemaker, defibrillation, and cardioversion. 1cr., 1hr. lect.

262 Gerontological Nursing: A Tele-Health & Community-Based Perspective

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Discusses and applies nursing theory and nursing process in care of geriatric clients in varied community based settings. Focuses on the concepts of primary, secondary, tertiary prevention, including tele-health and tele-nursing interventions. 3cr., 3hr. focused disc.

262L Gerontological Nursing: A Tele-Health & Community-Based Perspective Lab

Prereq: NURS 262 (or concurrent), and ENG 22 or 55 with grade C or better or placement at ENG 100, or consent.
Applies nursing process in care of geriatric clients in varied community based settings: long term care, home care, and ambulatory care. Tele-health and tele-nursing interventions applied to the care of the elderly in community settings is stressed. 1cr., 3hr. lab

320 Health and Illness II: Family Health

Prereq: NURS 230 with grade C or better.
Introduces the learner to assessment and common interventions (including relevant technical procedures) for care of clients across the lifespan, including pregnancy and childbirth. In this course the family is the client and is viewed in both health and illness. Nursing practice is guided by combinations of family theories and associated assessment tools. Clinical practice guidelines and/or standardized procedures in normal developmental processes of the family and in disease and illness are considered in relationship to their impact on providing culturally sensitive, client-centered care. *(Letter grade only.)* 10cr., 4hr. lect./18hr. lab

360 Health and Illness III

Prereq: NURS 320 with grade C or better.
Builds on Health and Illness I and II, focusing on more complex and/or unstable client care situations some of which require strong recognition skills and rapid decision-making. The evidence base supporting appropriate focused assessment and effective, efficient nursing intervention is explored. Life span and developmental factors, cultural variables, and legal aspects of care frame the ethical decision-making employed in client choices for treatment or palliative care within the acute care, psychiatric, and home health settings. Case scenarios incorporate prioritizing care needs, delegation and supervision, family and client teaching for discharge planning, home health care and/or end of life care. *(Letter grade only.)* 9cr., 3hr. lect./18hr. lab

362 Professionalism in Nursing II

Prereq: NURS 320 with grade C or better.
Focuses on nursing responsibility with regard to current issues in nursing and health care. Included is the nurse's role as a contributing member of the profession and the community. The theoretical basis for designing and implementing systems of nursing at the beginning level of patient management in an institutional setting will be explored. Principles of organizational structure, leadership, decision-making, priority setting, and change will be discussed. *(Letter grade only.)* 1cr., 1hr. lect.

366 Advanced Cardio-Pulmonary Theory

Prereq: NURS 360 with grade of C or better (or concurrent), or licensed RN, or consent.
Develops advanced nursing theory related to the care of clients and the support of significant others and the care for clients with cardiopulmonary adaptations. Focuses on anatomy, physiology, and physical assessment of the cardiac and respiratory systems. Applies the nursing process to specific cardiac and respiratory disorders. 3cr., 3hr. lect.

Occupational Safety & Health (OSH)

20 Introduction to Occupational Safety & Health I

Familiarizes student with practical applications of the William-Steiger Occupational Safety and Health Act of 1970 USDL. 1cr., 15hr. lect. per semester

Oceanography (OCN)

A. Coopersmith, J. Pye

64 Hawaiian Marine Life Identification

Recommended: Enrollment in Marine Option Program.

Teaches field identification of fishes, invertebrates, and marine algae. Studies ecology of coral reef species. Requires memorization of scientific names. Practices identification in the classroom and in the ocean for field research purposes. *This course does not fulfill Natural Science core requirements. This course does fulfill requirements for acceptance into Quantitative Underwater Ecological Surveying Techniques (QUEST).* 3cr., 3hr. lect./lab

101 Intro to Marine Option Program

Explores the University of Hawai'i system wide Marine Option Program through HITS interactive television, discussions, and field trips. *This course does not fulfill Natural Science core requirements.* 1cr., 1hr. lect.

140 Open Water SCUBA Certification

Covers the full spectrum of diving activities. Discusses equipment and its maintenance, dive physiology and physics, safety procedures, dive planning, dive tables, and environmental conditions. Teaches skills for safe diving by means of classroom lectures and open-water sessions, including seven ocean dives. Students successfully completing the course receive an Open Water Certification card from an internationally recognized SCUBA training organization. *Total cost of $145 includes equipment rental, textbook, workbook, diving logbook and tables, and certification. (Credit/No-Credit only.)* 2cr., 48hr. per semester

191v Field Experience in Marine Naturalist Training

Prereq: Enrollment in Certificate of Competence Marine Naturalist I or II program or Marine Option Program, or consent.

Provides internship experiences in marine-related agencies and businesses. *This course does not fulfill Natural Science core requirements. (May be repeated for a maximum of 9 credits.)* 1-3cr., 1-3hr. lect./lab

201 Science of the Sea

Prereq: ENG 22 or 55 with grade C or better or placement at ENG 100, and MATH 1 or 18 with grade C or better, or placement at least MATH 82, or consent.

Introduces basic concepts of geological, physical, chemical, and biological oceanography. Emphasizes relationships between land-based and marine-based sciences. 3cr., 3hr. lect. **(EA, DP)**

201L Science of the Sea Laboratory

Prereq: OCN 201 with grade C or better (or concurrent); and at least MATH 82 with grade C or better or placement at least MATH 100, or consent.

Introduces instrumentation and methods used in oceanographic observations and research. Demonstrates oceanographic principles through laboratory and field data collection and analysis. 1cr., 3hr. lab. **(EA, EL, DY)**

293v Ocean Internships & Research

Prereq: Enrolled in Marine Option Program. Prereq or coreq: OCN 201 and ZOOL 200.

With faculty guidance, students design and carry out marine-related internships, practical research projects, or field experiences on or off campus. *This course does not fulfill Natural Science core requirements. (May be repeated for a maximum of 9 credits.)* 1-3cr.

Pharmacology (PHRM)

N. Johnson

103 Introduction to Pharmacology

Prereq: BIOL 100 with grade C or better, or consent. Recommended: NURS 100 with grade C or better.

Surveys scope of pharmacology including drug standards, classifications, common drugs within each classifications, drugs commonly used in the prevention, diagnosis, and treatment of disease, legislation of drugs, and administration of drugs. 1cr., 3hr. lect. for 5 wks.

104 Pharmacological Treatment of Disease

Prereq: PHRM 103 with grade C or better, or consent. Recommended: NURS 100 with grade C or better.

Explains medications commonly used in the prevention, diagnosis, and treatment of diseases. Discusses pharmacological actions, side effects, and related responsibilities. *(Letter grade only.)* 1cr., 3hr. lect. for 5 wks.

105 Administration of Medications

Prereq: PHRM 104 and NURS 100 both with grade C or better, or consent.

Applies basic concepts required for medication administration as a delegated task in community-based settings such as assisted living, day care, or care homes. Demonstrates choice of equipment, proper technique, hazards, complications, and patient care. Administer subcutaneous, intradermal injections, preparation and administration of oral medications, and immunizations. *(Letter grade only.)* 1cr., 6hr. lect./lab for 5 wks.

106 Introduction to Pharmacy Technology

Prereq: BIOL 100, and BUSN 189 or MATH 18 or higher with grade C or better, or consent.

Introduces students to the role and responsibilities of the pharmacy technician in the current health care environment. Describes basic pharmacy functions in retail, institutional, home health, and ambulatory care settings. *(Letter grade only.)* 3cr., 3hr. lect.

203 General Pharmacology

Prereq: ZOOL 141, or BIOL 141 (HawCC), or BIOL 243 (UH-Hilo), or ZOOL 240 (LCC), or consent.

Discusses drugs with emphasis on sites and mechanism of action, toxicity, fate, and uses of major therapeutic agents. 3cr., 3hr. lect. **(DB)**

Philosophy (PHIL)

B. Clark

100 Introduction to Philosophy: Survey of Problems

Introduces the great philosophical issues, theories, and controversies. 3cr., 3hr. lect. **(IN, DH)**

101 Introduction to Philosophy: Morals & Society

Recommended: PHIL 100.
Introduces issues of social and individual values, obligations, rights, and responsibilities. 3cr., 3hr. lect. **(CO, DH)**

102 Introduction to Philosophy: Asian Traditions

Prereq: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.
Explores universal philosophical themes and problems from the Asian perspective. Focuses on Indian, Chinese, and Japanese traditions. 3cr., 3hr. lect. **(CO, AP, DH)**

109 Reasoning and Critical Thinking

Recommend: ENG 100 and ENG 210 or 102.
Studies informal logic, practical reasoning, argument, and the use and misuse of language. Emphasizes the development of critical thinking skills. 3cr., 3hr. lect. **(IN, DH)**

110 Introduction to Logic

Prereq: ENG 100 with grade C or better, or consent.
Develops the basic technique of logical analysis. Emphasizes symbolic logic, truth, validity, formal and informal fallacies. Examines inductive and deductive reasoning, and the criteria of evidence for reliable beliefs. *Students who seek to apply PHIL 110 to fulfill the AA up to the 2007 catalog (and appropriate AS and AAS) degree requirements in Quantitative Reasoning must place into MATH 100 or higher.* 3cr., 3hr. lect. **(FS)**

301 Ethical Theory

Prereq: ENG 100 and ENG 210 or 316 or PHIL 100, 101, 102, 110, both with grade C or better, or consent.
Investigates problems and methods in theory of moral conduct and decision-making. Discusses primary source materials, meta-ethics, and normative theories as well as applied ethics. 3cr., 3hr. lect. **(DH)**

323 Professional Ethics

Prereq: ENG 100, or consent.
Examines major ethical theories and principles relevant to decision-making in professional situations. Includes experiential and self reflective methodologies as well as theoretical perspectives.
3cr., 3hr. lect. **(DH)**

Physics (PHYS)

50 Technical Physics

Prereq: MATH 18 with grade C or better, or placement at least 82 or consent.
Introduces principles of mechanics and properties of matter, heat, sound, electricity, magnetism, and light. Also introduces methods of measurement using both mechanical and electrical instruments. Emphasizes practical applications of physical principles.
3cr., 3hr. lect./disc./demonstration

105 Principles of Technology

Prereq: MATH 82 either with grade C or better or placement at least MATH 103, or consent.
Presents fundamental theories and problem solving methods in physics as they relate to technology and its applications. Introduces experimental methods in physics and applications of modern technology to experimental science. *(Letter grade only.)* 4cr., 3hr. lect./3hr. lab **(DP)**

151 College Physics I

Prereq: MATH 140 or placement at least MATH 205.
Presents fundamental theories and problem solving methods in mechanics, heat, and sound. Emphasizes applications of physical principles. Introduces experimental methods in mechanics, heat, and sound. 4cr., 3hr. lect./3hr. lab **(EA, EL, FN, DP DY)**

152 College Physics II

Prereq: PHYS 151.
Discusses electricity, magnetism, optics, and modern physics. Introduces experimental methods in electricity, magnetism, and optics. *The second of a two-semester course in college physics.*
4cr., 3hr. lect./3hr. lab
(EA, EL, FN, DP DY)

170 General Physics I

Prereq: MATH 205 (or concurrent).
Presents fundamental principles in classical mechanics, thermodynamics and wave motion. Emphasizes the mathematical techniques used in the explanation of physical phenomena. Introduces experimental methods in mechanics, heat, and sound with the emphasis on error analysis, measurement techniques, and report writing. *For students majoring in the physical sciences, engineering, or mathematics.* 5cr., 4hr. lect./3hr. lab **(EA, EL, FN, DP, DY)**

219 Physics for Engineering Technology

Prereq: PHYS 105 or higher, and ETRO 112, both with grade C or better; or consent.
Coreq: MATH 219 and ETRO 305
Applies graphical simulations, computational analysis, and computer modeling in the study of electromagnetic systems. Studies electric charges and electromagnetic field theory. Investigates Maxwell's equations by utilizing applied graphical simulations and computational analysis. Includes hands-on exercises and inquiries. 3cr., 4hr. lect./lab

272 General Physics II

Prereq: PHYS 170 with grade C or better, and MATH 206 (or concurrent).
Presents fundamental principles in electricity, magnetism, and geometrical optics. Introduces experimental methods in electricity, magnetism, electronics, and optics with emphasis on error analysis, measurement techniques, and report writing. *For students majoring in the physical sciences, engineering, or mathematics.*
4cr., 3hr. lect./3hr. lab
(EA, EL, FN, DP, DY)

Political Science (POLS)

D. Haytko-Paoa

110 Introduction to Political Science

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Studies political institutions, systems, behavior, and issues. Analyzes American national government. Includes study of presidency, interest groups, elections, and general theories of the American political system. 3cr., 3hr. lect. **(CO, DS)**

120 Introduction to World Politics

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Studies current topics in international politics. Analyzes foreign policy of the United States. 3cr., 3hr. lect. **(CO, DS)**

180 Introduction to Hawaiian Politics

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Studies contemporary Hawaiian political institutions, processes, issues, and personalities at the State and County levels. Emphasizes citizen roles and responsibilities in local politics. 3cr., 3hr. lect. **(CO, HI, DS)**

Psychology (PSY)

L. Yankowski

100 Survey of Psychology

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Surveys the major areas in the field of psychology. Analyzes the major perspectives in the field and how these perspectives apply to human behavior. Studies memory, learning, personality, therapy, and abnormal behavior. 3cr., 3hr. lect. **(IN, DS)**

103 Introduction to Psychological Writing and Research Skills

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent. Recommended coreq or prereq: PSY 100.
Introduces students to the APA writing style and format for writing term papers and conducting research in psychology. Prepares students with the skills necessary to learn and write about basic and complex psychological concepts. 2cr., 2hr. lect. **(DS)**

170 Psychology of Adjustment

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Examines current psychological research in the field of adjustment and provides various coping mechanisms in dealing with life's problems. Stresses personal as well as societal concerns. Studies stress, love, marriage, divorce, suicide, death and dying, and psychological therapies. 3cr., 3hr. lect. **(IN, DS)**

202 Psychology of Women

Prereq: PSY 100 with grade C or better, or consent. Recommended: ENG 100 with grade C or better, or consent.
Surveys topics in psychology relevant to women's lives: socialization of gender, mental health, achievement, motivation, lifespan issues, cultural topics, and other related issues. 3cr., 3hr. lect. **(CO, DS)**

213 Statistical Techniques

Prereq: PSY 100 and MATH 100 or 115 both with grade C or better, or consent.
Teaches students to interpret statistics successfully by providing sound decision-making skills in analyzing various research and applied statistical problems found throughout the psychological discipline. Examines descriptive statistics, z-tests, t-tests, F tests, chi-square tests, and correlational and regression analyses. Explains ANOVA. Denotes uses and abuses of statistics. 4cr., 3hr. lect./3hr. lab **(FN, DS)**

214 Research Methods

Prereq: PSY 213 with grade C or better, or consent. Recommended: PSY 103 with grade C or better.
Surveys knowledge needed in reading, developing, and interpreting psychological research. Examines ethical issues in research, writing in APA style, and the scientific method using multiple research designs. 4cr., 3hr. lect./3hr. lab **(DS)**

240 Developmental Psychology

Prereq: PSY 100 with grade C or better, or consent. Recommended: At least ENG 100 with grade C or better.
Examines the principle features of each life stage from prenatal through aging and death. Considers emotional, cognitive, physical, and social development at each stage. 3cr., 3hr. lect. **(IN, DS)**

250 Social Psychology

Prereq: PSY 100, or consent.
Introduces methods of research in social psychology and covers the topics of attitudes and attitude change; prejudice and discrimination; social perception, affiliation, attraction, and liking; prosocial behavior and altruism; aggression and violence; compliance and obedience; group structure and dynamics; environmental and urban influences. 3cr., 3hr. lect. **(CO, DS)**

251 Human Sexuality

Prereq: PSY 100, or consent.
Examines topic areas in the field of human sexuality including anatomy/physiology, sexual response, and sexual themes in society. Emphasizes understanding of one's sexuality through decision-making and communication skills. 3cr., 3hr. lect. **(IN, DS)**

253 Conflict Resolution & Mediation

Prereq: PSY 100 or BUS/COM 130 or COM 145 any with grade C or better, or consent. Recommended: ENG 100 with grade C or better.
Explores the reasons for conflict and the different approaches for seeking resolution for conflict. Studies personal and societal value systems, the psychology of how people respond to conflict, the impact of culture on conflict styles, communication skills useful in dealing with conflict, and alternative resolution strategies. Practices mediation skills as a third party intervention method. *(Crosslisted as COM 215.)* 3cr., 3hr. lect. **(CO, DS)**

260 Psychology of Personality

Prereq: PSY 100, or consent.
Studies major personality theories in the field of psychology. Compares and contrasts each theory based on specific criteria. Examines how personality could be understood within a cultural-social environment. 3cr., 3hr. lect. **(IN, DS)**

353 Conflict Management & Resolution

Prereq: Either PSY 100 or SOC 100 with grade C or better, and one of (with grade C or better): BUS/COM 130, COM 145, COM 210, or PSY 253/COM 215, or consent.
Examines human communication in relational conflict. Analyzes the relationships among personal history, culture, gender, power, and communication. Applies practices of Alternative Dispute Resolution (ADR) processes in assessing and intervening in conflict situations using mediation and negotiation techniques in both personal and professional contexts. Includes Western, Eastern, and Hawaiian approaches to conflict management and resolution. *(Crosslisted as COM 353)* 3cr., 3hr. lect. **(DS)**

Religion (REL)

B. Clark

150 Intro to the World's Major Religions

Prereq: ENG 19 with grade C or better, or placement at least ENG 22 or 55, or consent.
Introduces basic elements of the world's major religions: Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity, and Islam. Emphasizes themes in the great Asian traditions. 3cr., 3hr. lect. **(FBC)**

205 Hawaiian Religion

Examines the religions, ethics, and morals of Native Hawaiians from migration period to the post-contact era. The concepts of Kapu, Mana, and Kahuna are investigated and integrated with those of dualism and primordial gods. 3cr., 3hr. lect. **(CO, HI)**

Science (SCI)

J. Boswell, S. Calder, A. Coopersmith, S. Irwin

121 Introduction to Science: Biological Science

Prereq: ENG 22 with grade C or better, or placement at ENG 100.
Introduces characteristics of science, historical development of scientific concepts, and interactions of society with science, illustrated by topics from biological sciences. *(Crosslisted as BIOL 101.)* 4cr., 3hr. lect./3hr. lab **(EA, EL, DB, DY)**

122 Intro to Science: Physical Science

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent. Recommended: MATH 18 with grade C or better, or placement at least MATH 23 or 82.
Introduces characteristics of science, historical development of scientific concepts, and interactions of society with science, illustrated by topics from physical sciences. 4cr., 3hr. lect./3hr. lab **(EA, EL, DP, DY)**

Social Science (SSCI)

B. Clark, L. Yankowski

135 Informal Reasoning

Studies informal logic, fallacious reasoning, argument construction, and the use and misuse of language. Emphasizes development of critical thinking skills useful in reasoning about everyday political and social issues. 3cr., 3hr. lect.

Sociology (SOC)

R. Daniels, D. Haytko-Paoa

100 Survey of General Sociology

Introduces study of basic social relationships. Treats socialization, concept of culture, social stratification, prejudice, cultural change, and trends in modern society. 3cr., 3hr. lect. **(CO, CG, DS)**

218 Introduction to Social Problems

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.
Discusses and analyzes a number of modern social problems. Evaluates proposed solutions to problems.
3cr., 3hr. lect. **(CO, DS)**

231 Introduction to Juvenile Delinquency

Studies principles and procedures of arrest, detention, petition, summons, records, and adjudication of juvenile offenders. Introduces organization and function of the police juvenile unit, community diversion practices, and organization of the Family Court. Reviews Hawai'i statutes and United States Supreme Court decisions affecting juvenile rights of due process. Considers societal context of juvenile problems, delinquency prevention, and treatment. *(Crosslisted as AJ 210.)* 3cr., 3hr. lect. **(CO, DS)**

251 Introduction to Sociology of the Family

Analyzes family patterns, mate selection, parent-child interaction, socialization of roles, functions, family trends, and a cross-cultural look at the contemporary family. 3cr., 3hr. lect. **(CO, DS)**

Spanish (SPAN)

M. Fleming

101 Elementary Spanish I

Introduces speaking, listening, reading, and writing skills of basic Spanish. Includes basic sentence structures. *Designed for students with little or no Spanish background.* 4cr., 4hr. lect. **(HSL)**

102 Elementary Spanish II

Prereq: SPAN 101, or consent.
Continues SPAN 101. Introduces additional verb tenses and continues to expand Spanish speaking, listening, reading, and writing. 4cr., 4hr. lect. **(HSL)**

201 Intermediate Spanish I

Prereq: SPAN 102, or consent.
Second level course in Spanish listening, reading, speaking, and writing. Introduces more advanced patterns and vocabulary words. Introduces basic literature. 3cr., 3hr. lect. **(HSL)**

202 Intermediate Spanish II

Prereq: SPAN 201, or consent.
Continues SPAN 201. Completes introduction of major grammatical patterns of standard Spanish in reading, listening, writing, and speaking. Continues to explore different literary forms. 3cr., 3hr. lect. **(HSL)**

272 Hispanic Culture

Prereq: SPAN 201 with grade C or better, or consent.
Acquaints students with a variety of Hispanic countries and their culture, using film, short story, poetry, CD-ROM, and guest speakers. Uses previously acquired Spanish language skills to explore and appreciate Hispanic culture. *Taught in Spanish and English.* 3cr., 3hr. lect. **(CO)**

Speech (SP)

R. St. John

151 Personal & Public Speech

Recommended: Placement at ENG 100.
Introduces the major elements of speech. Develops competence in two-person, small group, and public speaking situations. 3cr., 3hr. lect./disc. **(FO, HE, DA)**

231 Interpretive Reading

Develops competence in the art and skill of reading literature aloud.
3cr., 3hr. lect./disc. **(FO, HE, DA)**

251 Principles of Effective Public Speaking

Prereq: ENG 22 with grade C or better, or placement at ENG 100 or consent. Recommended: ENG 100.
Develops speech composition and delivery skills by providing extensive practice in preparing and presenting effective public speeches. Emphasizes critical thinking, clear reasoning, appropriate support, organization, outlining, audience analysis, and lively delivery skills.
3cr., 3hr. lect./disc. **(FO, HE, DA)**

Sustainable Science Management (SSM)

101 Introduction to Science of Sustainability

Prereq: ENG 19 with grade C or better or placement at least ENG 22, and MATH 1 or placement at least MATH 22; or consent.

Recommended: placement at ENG 100.

Introduces the science of sustainability including vocabulary and basic concepts in green building, water and wastewater, waste management, sustainable land use and planning, unique dimensions to island sustainability, transportation, sustainable materials choices and supply chains, energy efficiency, and policy strategies.3 cr., 3hr. lect. **(EA)**

201 Sustainable Building Design, Construction and Operations

Prereq: SSM 101 and ENRG 101 both with grade C or better or consent.

Introduces principles of green building design and operations, including site planning and zoning, construction practices, energy efficiency, economics of green building, benefits and barriers, and the LEED rating system.
3cr., 3hr. lect. **(EA)**

202 Sustainable Island Communities

Prereq: SSM 101, ENRG 101 or consent.

Introduces and examines concepts for sustainability on islands, specifically Hawai'i. Examines unique aspects to island sustainability including land use planning, waste management, sustainable tourism, renewable energy resources, and natural resource management. Compares island communities to sustainable urban environments.3 cr., 3hr. lect. **(EA, CO)**

Telecommunications (TCOM)

M. Albert

261 Introduction to Studio Production

Recommended: ENG 22 or 55 with grade C or better, or placement at ENG 100, or consent.

Introduces the student to the world of TV studio production. Designed to give a working knowledge of video as it is utilized in broadcasting, cable operations, corporations, education, and independent production. Emphasizes video as a profession, video communications, and the proper use and understanding of studio equipment. 3cr., 1hr. lect./5hr. lab

Topics & Issues

90v, 190v, 290v, 390v, 490v. See section on Special Curricula on page 56 for details.
Note: For 190v courses in the Humanities, up to three credits of different topics may be used as general electives in the AA, AS, and AAS degrees; up to three additional credits may be used to satisfy a Humanities requirement, for a total of no more than six Topics credits.

Welding (WELD)

19B Introduction to Welding for Trades

Coreq: WELD 19C or WELD 19D.

Introduces theory and practice of gas welding of ferrous metals. Includes procedures in flat, horizontal, and overhead work. Treats brazing, flame cutting, welding of aluminum, stainless steel, and other metals. *Designed as a support course for trades.* 1cr., 2hr. lect./lab

19C Welding for Automotive Applications

Prereq: WELD 19B.

Introduces theory and practice of arc welding of ferrous metals dealing with automotive applications. Includes procedures in flat, horizontal, and overhead work. *Designed as a support course for trades.*
1cr., 2hr. lect./lab

19D Welding for Construction Applications

Prereq: WELD 19B.

Introduces theory and practices of arc welding of ferrous metals dealing with building construction applications. Includes procedures in flat, horizontal, and overhead work. *Designed as a support course for trades.* 1cr., 2hr. lect./lab

32C Introduction to TIG Welding

Prereq: WELD 32B, or consent.

Introduces theory of Tungsten Inert Gas (TIG) welding of ferrous and non-ferrous metals. Develops practical skills in TIG welding techniques and emphasizes safe equipment operating procedures.
2cr., 4hr. lect./lab

Work Practicum (WP)

WP 151v. See section on Special Curricula on page 56 for details.

Zoology (ZOOL)

B. Butler, S. Calder, A. Coopersmith, C. Hornick

101 Principles of Zoology

Prereq: ENG 22 or 55 with grade C or better or placement at ENG 100, or consent.

Surveys major animal groups with emphasis on structure, physiology, development, reproduction, evolution, ecology, behavior, and interactions with humans. *(Crosslisted as BIOL 103.)*
4cr., 3hr. lect./3hr. lab **(EA, EL, DB, DY)**

141 Human Anatomy & Physiology I

Prereq: BIOL 100 or ZOOL 101 or BIOC 241 or BIOL 101 or SCI 121 or high school biology any with grade B or better, and ENG 22 or 55 with grade C or better , or placement at ENG 100, or consent.

Covers anatomy, physiology, and biochemistry of humans including terminology, cell structure, tissues, skin, and the skeletal, muscular, and nervous systems.
4cr., 3hr. lect./3hr. lab **(IN, DB, DY)**

142 Human Anatomy & Physiology II

Prereq: ZOOL 141, or consent.

Covers anatomy, physiology, and biochemistry of humans including metabolism, genetics, and the cardiovascular, respiratory, digestive, excretory, endocrine, and reproductive systems.
4cr., 3hr. lect./3hr. lab **(IN, DB, DY)**

200 Marine Biology

Prereq: ENG 22 with grade C or better, or placement at ENG 100, or consent.

Surveys physical and biological characteristics of the marine environment. Discusses local marine flora and fauna. Surveys topics including fisheries, aquaculture, pollution, and marine resources.
4cr., 3hr. lect./3hr. lab **(EA, EL, DB, DY)**

Excellence in Service Award
Georgette Tanaka
Office Assistant

Excellence in Teaching Award
Ann Emmsley
Associate Professor
Agriculture

Professor Emeritus

Gail Ainsworth
Steve Francis
Steve George
Dick Mayer
Wanda McMaster
Bruce Palmer
Victor Pellegrino
Ernie Rezents
Karen Tanaka

Professors Retired

Patricia Adams
Don Ainsworth
Ann Arakawa
Liz D'Argy
Marion Blanton
Margaret Christensen
Winnifred Chung
Herb Coyle
Ron Daniels
Bertha Drayson
Michelle Driscoll
Doug Field
Dawn Freels

Professors Retired

Hajime Fujimoto
Lois Greenwood
BettyKay Griesemer
Alma C. Henderson
A. Bruce Hughes
Malia Johnson
Bomani Kim
Lillian Kobayashi
Joe Kong
Hollis Lee
Vincent Linares
Bill Lindstrom
Ralph Lyon
Wallace Matsuda
Phyllis McOmber
Ellen Nakasone
Robert Oishi
Wallette Pellegrino
Dorothy Pyle
Renee Riley
Evelyn Sano
George Sano
Bobby Santos
George Seriguchi
Mark Slattery
Don Sprinkle
Sandra Swanson
Amy Tam
Gertrude Ueoka
Bette Waite
Alfred Wolf
Tom Wright

Faculty and Staff

Administration. 144
Faculty. 144
Professional Staff 146
Support Staff 147
Advisory Committees. 148
Index 151
Academic Calendar 152

Administration

BERNIER, Jose, Vice Chancellor of Information Technology 984-3631
BS, University of Central Florida, MS, Florida International University; EdD, University of Florida

GROOMS, David, Interim Assistant Dean of Instruction 984-3376
MS, University of Hawai'i; MBA, California State University, Bakersfield

MCKEE, John, Vice Chancellor of Academic Affairs 984-3213
BA, MEd, Alaska Pacific University; EdD, Oregon State University

MURAOKA, Karen, Director, University of Hawai'i Center, Maui 984-3527
BA, MBA, University of Hawai'i at Mānoa

SAKAMOTO, Clyde, Chancellor 984-3636
BA, MEd, University of Hawai'i; EdD, George Washington University
Credential, Institute of World Affairs

TAGOMORI, Alvin, Vice Chancellor of Student Affairs 984-3515
BSE, MS, Emporia State University

TAMANAHA, David, Vice Chancellor of Administrative Affairs 984-3253
BBA, MBA, University of Hawai'i at Mānoa

TERAGAWACHI, Lori, Director, Continuing Ed. & Training 984-3406
PHR; BEd, University of Hawai'i; MS, Indiana University
EdD, University of Sarasota

Faculty

ACKS, Kate, Associate Professor, Mathematics 984-3488
BS, California Polytechnic State University, San Luis Obispo
MS, San Diego State University

AGUIRAN, Wayne, Ku'ina, Project Director 984-3682
BSW, Southern University; MSW, University of Central Florida

ALBERT, Mike, Assistant Professor, Media Center Coordinator 984-3620
BA, MEd, University of Hawai'i at Mānoa

ALBERTO, Crystal, Instructor, Counseling 984-3294
BA, University of California, San Diego; MA, University of San Diego

ALCONCEL, Pamela, Assistant Professor, Lana'i Coordinator 565-7266
BA, University of Hawai'i at Hilo

ALZAMORA, Solange R., Instructor, Nursing 984-3445
BSN, Stevenson University

AMIRASLANI, Amirhossein, Instructor, Math 984-3500
BS, University of Tehran; MS, KN Toosi University of Technology; PhD, University of Western Ontario

ANDALUZ, Amy, Instructor, English 984-3500
BA, Western Washington University; MA National University

ARMSTRONG, Elisabeth, Instructor, English 984-3308
BA, University of California at San Diego
MA, California State University at Dominguez Hills

AZMAN, Rosianna, Instructor, Psychology 984-3500
BA, MA, PhD, University of Hawai'i at Manoa

ATAY, Carlton, Instructor, Sustainable Construction Technology 984-3256
Carpenter JRMN

BALDWIN, Celeste, Instructor, Nursing
BSN, St. Louis University; MS, DePauw University; 984-3500
PhD, Bowling Green State University

BANAAG, Aris, Instructor, Counselor 984-3278
BA, University of Hawai'i at Mānoa; MA, Argosy University

BHATTACHARYA, Debasis, Instructor, ABIT 984-3619
SB, Massachusetts Institute of Technology; MS, Columbia University; JD, Northwestern California University; DBA, University of Phoenix

BORITZER, Rafael, Assistant Professor, ABIT 984-3326
BA, New York University; MA, PhD, New School for Social Research
MBA, Fairleigh Dickenson University; EdD, Columbia University

BOSWELL, James, Assistant Professor, Agriculture 567-6577
Molokai Farm Manager; BS, Brigham Young University at Provo

BRUCK, Margaret, Assistant Professor, Counseling, Allied Health 984-3560
BA, Michigan State University; MA, Wayne State University

BUTLER, Bruce J., Professor, Science 984-3282
BS, MS, University of Massachusetts

CALDER, Sean, Associate Professor, Biology 984-3220
BS, MS, CalPoly University

CARLETTA, Charles M., Assistant Professor, Business Technology 984-3305
MA, University of California at Davis

CARSON, Andrew, Instructor, Sustainable Construction Technology 984-3246
AAS, ITT Technical Institute, Ohio; BA, Cleveland State University

CASEY, Doris, Assistant Professor, Nursing 984-3349
Diploma, St. Louis Municipal School of Nursing
BSN, MSN, St. Louis University

CLARK, Bud, Assistant Professor, Philosophy and Religion 984-3388
BA, University of California at Santa Cruz
MA, Claremont Graduate University

COHEN, Denise, Associate Professor, Nursing 984-3493
BSN, MS, University of Hawai'i at Mānoa; APRN BC

COOK, Kealani, Instructor, History 984-3500
BA, MA, University of Hawai'i at Mānoa; PhD, University of Michigan

COOPERSMITH, Ann, Associate Professor, Biology 984-3312
BA, California State University Humboldt; MA, Stanford University
MA, San Francisco State University; Prof. Assoc. of Diving Instructors, PADI

DANIELS, Ryan, Assistant Professor, Administration of Justice 984-3219
BA, University of Hawai'i; MSCJA, Chaminade University

DELEON, Hiroko, Assistant Professor, Japanese 984-3223
BA, Aoyama Gakuin University; MA, University of Hawai'i at Mānoa

DENEEN, Lisa, Instructor, Counseling 984-3227
BS, MS, Portland State University

DOMENECH, Michele, Instructor, English 984-3500
BA, Texan Woman's University, MA, Virginia Commonwealth University

DUKELOW, Kahele, Assistant Professor, Hawaiian Studies 984-3346
BA, MEdT, University of Hawai'i at Mānoa

EARLY, Gayle, Instructor, Nursing 984-3445
BSN, California State University, Long Beach
MS, PhD, Walden University

EMMSLEY, Ann N., Professor, Agriculture 984-3243
BS, Pennsylvania State University; MPPPM, University of Georgia

ENGH, Eric, Associate Professor, English 984-3238
BA, University of Florida; MA, San Francisco State University

ERONY, Noreen, Instructor, Counselor, Nursing 984-3320
BA, Monmouth College; MSW, University of Hawai'i at Mānoa
MA, Fairleigh Dickinson University

FARMER, Mary, Instructor, Nursing 984-3279
BSN, Ohio State University; MS, University of Hawai'i at Mānoa

FELTZ, Sue, Customized Training Coordinator, OCET 984-3420
MS, Western State College

FLEMING, Molli, Associate Professor, Spanish 984-3329
BM, MM, University of Oregon

FLETCHER, Kathryn, Associate Professor, Anthropology 984-3274
BA, MA, California State University, Los Angeles

FRANCL, Mary, Assistant Professor, Nursing 984-3453
BSN, MSN, University of Arizona; FNP, University of California at San Diego

FUJITANI, Linda, Instructor, Counseling 984-3226
BA, MHRM, University of Hawai'i at Mānoa

GARDNER, Craig, Assistant Professor, General Humanities, Drama 984-3222
BM, Centenary College of Louisiana; MM, University of Miami

GUERRERO, Benjamin, Title III/Ulu A'e, Project Coordinator 984-3362
BA, University of Hawai'i at Hilo; MA, University of Hawai'i at Mānoa

HAGAN, Kathleen, Instructor, Nursing 984-3727
BA, Stanford University; MS, University of California, San Francisco

HARBIN, Donna, Instructor, Mathematics 984-3647
BS, University of Alabama; MA, University of Texas; MBA, University of Dallas

HAYTKO-PAOA, Donna, Professor, Molokai Coordinator 553-4490
BA, Colorado State University; MA, University of Hawai'i at Mānoa

HELM, Mikahala, Professor, Counseling 984-3247
BA, PD, MSW, University of Hawai'i at Mānoa

HOFFMAN, Mark G., Assistant Professor, ECET 984-3321
BS, California State University, Chico

HORNICK, Conrad, Instructor, Biology 984-3327
MA, PhD, PhD, University of Hawai'i at Mānoa

HUSSEY, Thomas, Associate Professor, Automotive Technology 984-3236
AAS, Maui Community College; State Mechanic Auto. License
ASE Certified Automobile, Parts Specialist, and Engine Machinist
Oshkosh Crash & Rescue Truck Cert.; Industrial Training Services Cert.

IRWIN, Sally, Assistant Professor, Microbiology & Genetics 984-3566
BS, San Diego State University; MS, PhD, University of California at Davis

ISHIHARA, Christine Kulamanu, Instructor, Counseling 984-3272
BS, University of Hawai'i at Mānoa; MSCP, Chaminade University

JANIK, Larry, Instructor, Construction Academy 984-3703
BS, Northern Illinois University

JOHNSON, Nancy, Professor, Nursing 984-3250
BSN, MSN, APRN, University of Nebraska

JOHNSON, Phillip, Instructor, Construction Academy 984-3703
BA, University of California at Berkley

JOHNSON, Steve, Instructor, Construction Academy 984-3703
BA, MA, University of Hawai'i at Mānoa

KA'EO, Kaleikoa, Assistant Professor, Hawaiian Studies 984-3369
Po'okela Program Coordinator; BA, MA, University of Hawai'i at Mānoa

KAN, Shidong, Instructor, Physics 984-3500
BS, MS Jilan University; PhD, University of Hawai'i at Mānoa

KATSUTANI, Michele A., Professor, Counseling 984-3325
BA, St. Mary's College of California; PhD, University of Hawai'i at Mānoa

KAWAMURA, Cymbree, Instructor, Nursing 984-3500
BSN, MSN, University of Washington

KELM, Marge, Professor, Nursing 984-3477
BSN, University of Wisconsin; MS, University of Hawai'i at Mānoa

KIKUCHI, Bert, Professor, History 984-3215
BA, University of Hawai'i; double MA, University of Oregon

KLEIN, Robyn, Associate Professor, Business 984-3345
BA, California State University; MS, San Diego State University

KRUSE, Dan, Assistant Professor 984-3324
Information & Computer Science
BA, Augustana College; MS, Marycrest College

LELLI, Thomas, Instructor, AAS Culinary Arts 984-3478
Atlantic Cape Community College

LIU, Liping, Assistant Professor, Hospitality and Tourism 984-3328
MS, PhD, University of Utah

LOUIE, Dean, Instructor, Culinary Arts 984-3486
BA, California State University, Sacramento;
MLIS, University of Hawai'i at Mānoa; AHLEI Certified Hospitality Educator;
NRAEF Serv-Safe Certified Instructor

LUNA, Kari, Instructor, Director, Student Support Services Program 984-3572
BA, University of Washington; MSCP, Chaminade University

LUTHER, Alice, Director, Maui Language Institute; 984-3408
BA, University of New Brunswick MA, University of Idaho;
PhD, University of Minnesota

MAEDA, Cheryl, Associate Professor, Fashion Technology 984-3292
CC, Paris American Academy; BS, University of Hawai'i

MANGUM, Lillian, Assistant Professor, Distance Education Librarian 984-3584
BA, University of Northern Colorado; MLIS, University of Hawai'i

MARMACK, Tim, Instructor, English 984-3230
BA, University of Hawai'i at Hilo; MA, University of Hawai'i at Mānoa

MARQUEZ, Ben, Assistant Professor, Culinary Arts 984-3301
AAS, Maui Community College; Western Culinary Institute

MASUDA, Marnie, Instructor, English 984-3475
BA, University of California Los Angeles; MA, University of California Irvine

MEYER, Diane, Professor, Faculty Coordinator 984-3289
BS, California State University, San Jose
Fifth Year Diploma, MBA, University of Hawai'i at Mānoa

MILLER, Richard, Assistant Professor, Business 984-3211
BS, Youngstown State University; MS, Columbia University

MOORE, Johanna, Assistant Professor, Accounting 984-3468
BS, McMurry University; MBA, University of Hawai'i at Mānoa

MUMFORD, Kathleen, Instructor, Nursing 984-3476
BSN, MBA, University of Phoenix, Hawai'i; AASN Prairie State College

NAGLE, Laura, Assistant Professor, English 984-3475
BA, Amherst College; MEd, Harvard University

NAHOOLEWA, Daylin, Instructor, ICS 984-3475
BA, Mary Washington College, MS Monmouth University

NAKAMA, Debra A., Professor, Articulation Coordinator 984-3614
BA, MEd, PhD, University of Hawai'i at Mānoa

NARTATEZ, Susan, Instructor, Counseling, Molokai 553-4490
BA, MEd, University of Hawai'i at Mānoa

PARK, Jung, Instructor, ECET 984-3423
BE, Kumoh National Institute of Technology
MS, PhD, Southern Illinois University Carbondale

PASCUAL, Cyrilla, Assistant Professor, Business Technology 984-3344
BA, MAPL, Chaminade University

PAYBA, Shane, Assistant Professor, Counseling 984-3496
BA, University of Hawai'i at Mānoa

PEROS, Lorelle A.S., Assistant Professor, Hospitality & Tourism 984-3343
BBA, University of Hawai'i; MBA, University of the Pacific

PERREIRA, Rosemary, Associate Professor, Nursing 984-3454
BSN, Bloomsburg University; MSN, University of Pennsylvania

PETERSON, Ellen, Assistant Professor, Public Services Librarian 984-3582
BA, University of New Mexico; MLISc, University of Hawai'i at Mānoa

PETITH-ZBICIAK, Carol, Assistant Professor, Nursing 984-3254
ADN, Maui Community College; BA, Antioch USF-at-a-Distance
MS, University of Hawai'i at Mānoa; APRN BC

PEZZOLI, Jean Ann, Institutional Researcher 984-3290
BA, MS, PhD, University of Massachusetts at Amherst
Credential, Applied Educational Research

POTTER-DUNLOP, Julie, Assistant Professor, Nursing 984-3455
BA, Carroll College; MN, University of Phoenix-Hawai'i

POWERS, Julie, Instructor, Early Childhood Education 984-3291
BS, University of Arizona; MA, Pacific Oaks University

PYE, John, Professor, Physical Science; Associate Director 984-3206
NASA Space Grant College, MCC; BS, UC Santa Barbara
MS, University of Colorado-Boulder; Prof. Scuba Diving Instr./Dive
Training Consultant-UH, MAUI, and Technical Diving International

RAYMOND, Kī'ope, Associate Professor, Hawaiian Studies 984-3244
BA, Professional Diploma; MEd, University of Hawai'i at Mānoa

RUTHERFORD, Cliff, Instructor, Construction Academy 984-3703
Contractor/Mechanical Contractor JRMN

SALES, Feliciana, Instructor, Nursing 984-3250
BSN, Northwestern University, Philippines; MSN, University of Phoenix

SCHARNHORST, Anne, Instructor, Nursing 984-3646
BSN, University of Wisconsin-Madison; MSN, University of Washington

SCHWARTZ, Samantha, Instructor, Mathematics 984-3383
BA, MA, Ithaca College

SEPA, Lisa, Assistant Professor, Head Librarian 984-3577
AB, Sarah Lawrence College; MS, Pratt Institute; MA, New York University

SHIROTA, Cari, Instructor, BA, Santa Clara University; 984-3405
JD, University of Hawai'i at Mānoa

SHISHIDO, Colleen, Assistant Professor, Counseling 984-3497
BA, Western Michigan University; MA, University of Northern Colorado

SHURILLA, Teresa, Assistant Professor, Culinary Arts 984-3683
Cert., LeNotre Pastry School; Apprentice Cert., Le Gavroche London
BA, University of Hawai'i-West Oahu

SPEERE, Christopher, Associate Professor, Culinary Arts 984-3690
AA, AS, City College of San Francisco

ST. JOHN, Ron, Assistant Professor, Speech 984-3341
BS, Northern Michigan University; MA, University of Hawai'i at Mānoa

STEIN, Lee, Associate Professor, Human/Social Services 984-3338
BA, University of New Mexico; MSW, University of Hawai'i

TAKEMOTO, Michael M., Assistant Professor, Art 984-3249
BFA, University of Hawai'i; MA, MFA, Northern Illinois University

TAKUSHI, Kyle, Assistant Professor, Automotive Technology 984-3236
AA, Maui Community College; ASE Certified; State Mechanic Auto. License

TANGA, Dennis, Assistant Professor, Auto Body Repair & Painting 984-3214
AA, AS, Maui Community College; State Mechanic Automotive License

TAYLOR, Joie, Instructor, Sustainable Science 984-3351
BS, Clark Atlanta University; MS, PhD, Cornell University

TECHAU, David, Instructor, Construction Academy 984-3703
BA, Arizona State University; MS, Cornell University

TENGAN, Marvin, Professor, Apprenticeship Coordinator 984-3404
BA, University of Hawai'i-West Oahu

THOMPSON, Catherine, Assistant Professor, Communication 984-3613
BA, MA, EdD, West Virginia University

TOLLIVER, Dorothy, Professor, Librarian 984-3583
BA, Indiana University; MLS, University of Illinois

TRYGSTAD, Anne, Instructor, Nursing 984-3452
BSN, University of Phoenix

VIERRA, Rosie, Instructor, Dental Hygiene 984-3313
BS, University of Hawai'i at Mānoa; MS, San Francisco State University

WARD, Margaret, Assistant Professor, Nursing 984-3627
BSN, University of California, Chico; MSN, University of Phoenix

WEHRMAN, Robert, Assistant Professor, Music 984-3303
BM, California State University, Northridge
MM, PhD, University of Hawai'i at Mānoa

WILLIAMS, Constance, Instructor, Nursing 984-3456
BSN, West Texas A & M University

WUKELIC, Marti, Instructor, Lahaina Coordinator 662-3911
AA, Bander Fashion College; BBA, Baker College

YAMADA, Joyce, Instructor, Dental Assisting 984-3250
BS, University of Southern California; MS, University of Bridgeport

YAMASHITA, Elaine K., Professor, Human Services 984-3208
BEd, MEd, University of Hawai'i at Mānoa

YANKOWSKI, Lynn, Professor, Psychology 984-3332
BA, State University of New York-Plattsburgh
MS, Rensselaer Polytechnic Institute; PhD, Walden University

Professional Staff

AGDEPPA, Arthur, IT Specialist 984-3632, 984-3283
AS, Maui Community College

AMBY, Debie, Instructional and Student Support 984-3378
BA, University of Hawai'i-West Oahu

ARELLANO, Debralyn, Academic Support 984-3563
BA, University of Hawai'i at Manoa; MA, American University

AWANA, Liane, Institutional Support 984-3257
Certificate in Travel

BENDER, Marty-Jean, Instructional and Student Support 984-3573
BS, Washington University, MEd, University of Hawai'i at Mānoa

BIO, Catherine, Instructional and Student Support 984-3277
BA, Carnegie Mellon University; MEd, University of Hawai'i

BOHN, Melody, IT Specialist 984-3283
BA, BS, University of Hawai'i at Mānoa

BONDAR, Evelina, Program Coordinator, VITEC 984-3461
BA, Rutgers University

BONNIN, Melissa, Academic Support 984-3299
BS, MS, University of Wisconsin-Madison

BROWN, Debbi, Institutional Support 984-3204
BA, Eastern Washington University

BURTON, Robert, Physical Plant Manager 984-3245
BS, Virginia Polytechnic Institute and State University; MA, Rider University

CHING, Francine, Student Life Coordinator 984-3434
BA, University of Hawai'i at Mānoa

COOK, Mark, Instructional and Student Support 984-3627
BBA, University of Hawai'i at Hilo, MEd, University of Hawai'i at Mānoa

COSTA, Ed, Pa'ina General Manager 984-3684
BA, San Jose State University; Chef Training Cert, Washburne Culinary Institute

CURTIS, Marlene, Institutional Support 984-3493

DALIVA, Julie, Instructional and Student Support 662-3911
BA, University of Hawai'i at Mānoa

DAVIDSON, Malia, Director, Liko A'e 984-3553
BA, MA, University of Hawai'i at Mānoa

DELA CRUZ, Reuben, Research Support 984-3618
AS, Heald Engineering College; AS, University of Hawai'i at Hilo

DUDOIT, Kelley, Institutional Support, Molokai 553-4490
BA, Chaminade University

DURAN, Bradley, IT Specialist 984-3283
BS, University of Hawai'i at Hilo

EGAMI, Jennifer, Institutional Support 984-3381
BS, MHRM, University of Hawai'i at Mānoa

EVANGELISTA, Pacifico, IT Specialist 984-3283
AA, Maui Community College

FISHER, Peter, Instructional and Student Support 984-3422
BS, University of Santa Barbara; PhD, University of Utah

FLORES, Karmi, Academic Support 984-3286
BS, MA, San Diego State University

FORNWALL, Marilyn, Institutional Support 984-3261

FUJIOKA, Delena, Institutional Support 984-3375
BBA, University of Hawai'i at Hilo

GRAY, Jeremy, Media Design and Production 984-3611
BA, University of Hawai'i at Mānoa

GROGAN, Diane, Operations Manager, OCET 984-3401
BA, University of Hawai'i-West Oahu

HARADA, Kim, Instructional and Student Support 984-3520
BS, University of Hawai'i at Mānoa

HARRIS, Freida, Institutional Support, OCET 984-3400
AA, Maui Community College

HAYWOOD, Leah, Institutional Support 984-3550
AA, Maui Community College

IRIMATA, Lyle, EOC Instructional and Student Support 984-3557
BA, University of Hawai'i at Mānoa

ISHIKAWA, Kristi, Academic Support 984-3573
BA, University of Nevada Las Vegas

IWASAKI, Nicole, Academic Support 984-3239
BS, University of Hawai'i at Mānoa, MS, Chaminade University

JACINTHO, William, Academic Support 984-3285
AS, Maui Community College; Certified Arborist

KAMEDA, Stephen, Instructional and Student Support 984-3517, 984-3267
BS, Michigan State University; MEd, University of Hawai'i

KELLEY, Anne, Academic Support 984-3498
Certificate in Graphic Design & Print Media, Museum of Fine Arts

KINSMAN, Susan, Chief Security 984-3255
BS, Colorado State University;

MACLAUGHLIN, Cordy, Director, Institutional Advancement 984-3471
BS, MS, University of Southern California

MAGARIN, Ronald, IT Specialist 984-3641, 984-3283
AS, Maui Community College

MARTIN, Julia, Instructional & Student Support 984-3286
BA, University of Hawai'i-West Oahu

MILLER, Kilohana, Instructional and Student Support 984-3518
BS, Brigham Young University

MIZOMI, Todd, Media Design and Production 984-3610
BA, University of Hawai'i at Mānoa

MORA, Flora, Institutional Support 984-3373
BBA, University of Hawai'i-West Oahu

MORANDO, Ohua, Na Pua No'eau 984-3364
BA, University of Hawai'i at Mānoa

NAHOOIKAIKA, Talia, Institutional Support 984-3387
AS, Maui Community College

NAKASHIMA, Tara, Institutional Support 984-3389
BA, MPA, University of Southern California

OKUDA, Colleen, Instructional and Student Support 984-3240
BA, University of Hawai'i at Mānoa

OUTLAW-SPRUELL, Stephen, Instructional and Student Support 984-3500
BA, Emory University

PESCAIA, Mikiala, Na Pua No'eau, Molokai 553-9993

PUA, Brenda, Hana Education Center Assistant 248-7380
A.S., University of Hawai'i Maui College

REECE, Deanna, UH Media Specialist 984-3607
BA, MEd, University of Hawai'i at Mānoa

RICKERT, Fred, Director, Small Business Development Center 875-5990
BS, California State University, Hayward; MBA, St Mary's College

RIVERA, Tezrah, Outreach Counselor, Financial Aid 984-3277
AAS, University of Hawai'i Maui College

SAKUTORI, Karen, Financial Aid Banner Specialist 984-3425
BS, University of Hawai'i at Mānoa

SLATTERY, Michael, UH Electronics Technician 984-3217
AA, Maui Community College; AS, Hawai'i Community College

STEVENSON, Mona, EOC Instructional & Student Support 984-3286
BA, San Francisco State University; MA, University of Hawai'i at Mānoa

SULLIVAN, Emily, Public Information, Events and Publications 984-3549
BA, Colorado State University

TAKATANI, Tracie, Academic Support 984-3209
BA, MHRM, University of Hawai'i at Mānoa

TOKUNAGA, Susan, Institutional Support 984-3380
BA, University of Hawai'i at Mānoa

VAN PELT, Melissa, Student Support Coordinator 984-3351
BS, Texas State University

VENTURA, Doris, Institutional Support 984-3250
BA, University of Hawai'i at Mānoa

WAYAS, Kyla, Academic Support Pai Ka Mana 984-3446
BEd, University of Hawai'i West Oahu

WINKLER, Deborah Hasegawa, Academic Support 984-3446
BA, University of Hawai'i

YAMAMOTO, Cindy, Institutional Support 984-3288
BBA, University of Hawai'i at Mānoa

YOSHIOKA, Melissa, Instructional and Student Support 984-3589
MA, University of LaVerne

Support Staff

ADRIC, Jaslyn, Office Assistant, EOC 984-3702
AHEONG, Tressy-Ann, Office Assistant, Admission & Records 984-3513
AQUINO, Encarnita, Account Clerk 984-3264
BALMOJA, Tawnya, Office Assistant, Counseling 984-3306
BALTAZAR-ISAMO, Brandy, Office Assistant, Lanai Education Center 565-7266
BARRIENTOS, Jimmy, Janitor 984-3232
BARUT, Rodney, Building Maintenance Worker 984-3232
BEERS, Herminia, Janitor 984-3232
BERNARD, Lourdes, Janitor 984-3232
BINONWANGAN, Martin, Janitor 984-3232
BINONWANGAN, Teresita, Janitor 984-3232
CARREON, Valentin, Janitor 984-3232
CHONG, Christopher, General Laborer 984-3232
COFFEY, Ellen, Office Assistant, CTE/VocTech Department 984-3319
DELA CRUZ, Leslie, Janitor, Molokai 553-4490
DUDOIT, Stephanie, Account Clerk, Molokai 553-4490
FAUDAN, Samuel, General Laborer 984-3232
FRANCO-EHARIS, Lucille, Office Assistant, OCET 984-3419
FUROMOTO, Misti, Program Support Assistant, Kuina Program 984-3681
GANNON, Angela, Secretary to Vice Chancellor of Administrative Affairs 984-3296
GONSALES, Jason, General Laborer 984-3232
GRAY, Kim, Office Assistant, STEM 984-3370
HARBIN, Elysa, Office Assistant, Maui Oral Health Center 244-4559
HOLOKAI, Kerry Ann, Clerk Steno, Business & Hospitality Department 984-3212
KALUA, Dwight, Building Maintenance Worker 984-3232
KAMAKANA, Verna, Clerk Steno, English Department 984-3258
KIMURA, Laurie, Office Assistant, Cooperative Education & Job Placement Clerk 984-3328
KLEEMAN, Raelene, Office Assistant, Nursing 984-3250
KNIGHT, Elizabeth, Library Assistant IV 984-3711
KNOBEL, Lenore, Office Assistant, Allied Health Department 984-3250
KOGA, Liane, Secretary to Director of UH Center, Maui 984-3525
LASHLEY, Beverly, Media Center 984-3621
LATU, Iris, Office Assistant, Operations & Maintenance 0, 984-3374
LAU, Patricia, Account Clerk 984-3371
LIU, Terina, Office Assistant, Upward Bound 984-3299
MORTON, Corrine, Janitor 984-3232
OWARA-TAKEO, Kathy, Program Assistant 984-3366
PAGAN, David, General Laborer 984-3232
PAGAN, Lynne, Account Clerk 984-3596
PATAGUE, Karen, Office Assistant, Nursing 984-3250
PERRY, Deandra, Office Assistant, Social Science/Humanities 984-3304
PRATT, Stephanie, Office Assistant, OCET 984-3581
RIGLOS, Amelia, Janitor 984-3232
RODRIGUES, Leroy, General Laborer 984-3232
SAKAMOTO, Annette, Office Assistant, O&M 984-3232, 3295
SATO, Glenn, Janitor 984-3232
SHINYAMA, Dannyette, Janitor 984-3232
SIM, Babylyn, Janitor 984-3232
SIM, Josephine, Janitor 984-3232
STEPHENS, Shyela, Office Assistant, Personnel 984-3536
SZADKOWSKI, Raymond, Building Maintenance Worker 984-3232
TANAKA, Georgette, Office Assistant, Admission & Records 984-3514
TANAKA, Janis, Account Clerk 984-3372
TEIXEIRA, Colleen, Secretary to the Chancellor 984-3655
THOMAS, Sonje, Secretary, SBDC 875-2402
UMETSU, Marilyn, Library Technician VI 984-3284
VANZANDT, Jeremy, General Laborer 242-6920
VASCONCELLOS, Erline, General Laborer 984-3232
VIDA, Nicole, Office Assistant to the Assistant Dean 984-3417
WASKEY, Angela, Janitor 984-3232
WATARI, Jocelyn, Library Assistant IV 984-1713
YAGO, Catherine, Office Assistant, Admission & Records 984-3508

Chancellor Advisory Council

Del Adlawan, Community Representative
Kevin Baptist, Bank of Hawaii
Susan Bendon, Community Representative
Dave Gleason, Dunes at Maui Lani
Kimo Haynes, Maui Petroleum
Jeff Halpin, Classic Resorts
Gwen Hiraga, Munekiyo & Hiraga, Inc.
Steve Holaday, Community Representative
Dorvin Leis, Dorvin D. Leis Co., Inc.
B. Martin Luna, Carlsmith Ball
Roger MacArthur, Wailea Realty Corp.
Audrey MacLean, Community Representative
Alec McBarnet, Maui Oil Company, Inc.
Boyd Mossman, Office of Hawaiian Affairs
Mitchell Nishimoto, First Hawaiian Bank
Ken Ota, Irrigation Systems Inc. Hawaii
Wendy Peterson, Island Sotheby's International Realty
Martin Quill, The Quill Group
Michael Reily, HNU Photonics
Thomas Steinhauer, Four Seasons Resort Wailea
Rob Stoner, S&F Land Company
Deidre Tegarden, Govenor's Liaison Office
Karen Williams, Community Representative
Leona Wilson, Community Representative
Diane Woodburn, Maui No Ka Oi Magazine
Russell Yamane, Russell Yamane & Associates

Accounting

Sandra Barrientos, Accountant III, County of Maui
Tera Clarke, UH Maui College
Suzanne Doodan, Treasurer, County of Maui
Roen Hirose, CPA, Hirose, Kato & Co, LLP
Ron Kawahara, CPA, Ronald A. Kawahara & Co. CPA's Inc
John Kreag, CFO, Haleakala Ranch
Alvin Santandar, Bank of Hawaii
Trevor Tokishi, Executive VP, Valley Isle Community Federal Credit Union
Kathleen Vierra, Iliahi Enterprises

Administration of Justice

Alika Atay, MEO
Randy Awo, Department of Land & Natural Resources
Ruddy Bareng, Transportation Safety Administration
Onassis Burress, Sears Security
Brian Cade, Maui Community Correctional Center
Melissa Chimera, Haleakala National Park
Robert Faux, Attorney; UH Maui College, Lecturer
John Foster, Maui Police Department
Pedro Gapero (Pete), Liquor Commission
Bobby Hill, Maui Police Department
Leighton Kanaele, Maui Police Department
Phil Lowenthal, Attorney
Joe McMannus, Four Seasons Security
Alan Nouchi, Maui Community Correctional Center
Bill Pacheco, Liquor Commission
Wayne Pagan, Liquor Commission
Mike Palazzotto, Grand Wailea Security
Ryan Rodrigues, Maui Police Department
Tracie Takatani, Malama Ahupua'a
Brooks Tamaye, Department of Land & Natural Resources
Clayton Tom, Maui Police Department
Gary Yabuta, Maui Police Department

Agriculture & Natural Resources

Kevin Boteihlo, Hawai'i Grower
Bobby Brooks, Haleakala Ranch
Cheryl McGrath, Monsanto Corporation
Norman Nagata, UH Extension Service
Reny Platz, Maui Tropical Plantation
Kai Thielk, Monsanto Products

Agriculture & Natural Resources - Turfgrass

Russell Dooge, King Kamehameha Golf Course
Dan Honma, Makena Golf Course
Douglas Myer, Waiehu Golf Course
James Tavares, The Grassmaster
Kekoa Willing, King Kamehameha Golf Course

Applied Business and Information Technology

Mark Ausbeck, MEP
Eugene Bal, Maui High Performance Computing Center
Peter DeMichele, CPA
Tim Georges, Small Business Owner
Refugio Gonzalez, Real-Estate Investor
Sonia Isotov, Isotov Information Services
Sharon Mielbrecht, Pacific Disaster Center
Virendra Nath, Maui Angels
Scott Sanchez, Professional Windsurfer Association
Joseph Sugarman, Publisher
Emily White, Attorney

Auto Body Repair and Painting

Jerry Kawahara, H&S Garden and Paint
Dennis Kinoshita, State Farm Insurance
Pat Lindgren, Precision Auto Body
Michael Tamanaha, Hisamoto Body & Fender

Automotive Technology

Gail Fujimoto, Hawai'i Consumer Complaints
Rick Hanks, Gemini (Good Year)
Tim Hultquist, Island Dodge
Dwayne Kim, Budget Rent-a-Car
Hollis Lee, Maui Community College, Retired
Dennis Nakagawa, UH Maui College, Lecturer
Neil Nakamura, Maui High School
Nathan Perreira, Pacific Heavy Equipment & Auto Repair
Chester Rafanan, Pfleuger Acura Maui
Dennis Sasai, Lahainaluna High School
George Seriguchi, Community Representative
Andrea Valite, Lexus of Maui
Ivan Watanabe, Jim Falks Valley Isle Motors

Business Careers

Johanna Amorin, Jobline X'press
Dr. John W. Enriques
Ed Ginoza, AIG, Retired
Della Nakamoto, Atlas Insurance Agency
Stanley Okamoto, Occidental Underwriters
Craig Swift, Swift Consulting

Business Technology

Corrine Arquero, Whaler's Village
Deanna Garcia, Akimeka LLC
Stephanie Hall, Maui Land & Pineapple Co.
Leticia Hedani, County of Maui
Barbara Hughes, Maui Memorial Medical Center

Lisa Kono-Tateishi, Tateishi & Associates
Lynn Kreig, County of Maui
Merle Minami-Shima, Maui Electric Company
Alvin Santandar, Bank of Hawai'i

Culinary Arts

Rhonda Ashton, Four Seasons Resort Maui
Perry Bateman, Mama's Fish House
Bob Cambra, Waterfront Restaurant
Vince De Rosa, Picasso's Catering
Tom Fairbanks, Ka'anapali Beach Hotel
Eric Faivre, Grand Wailea Resort Hotel & Spa
Harold Hardcastle, The Bakery
Paula Hegele, Maui Winery
Christian Jorgensen, CJ'S Deli & Diner
Chris Kaiwi, The Pineapple Grill at Kapalua
Charlene Kauhane, Kauhane Communications
Kevin Kimizuka, Workforce Development
Jerry Kunitomo, BJ's Chicago Pizzeria
Natalie O'Brien, Maui Culinary Academy
Nelson Okumura, VIP Foodservice, Inc.
Tylun Pang, Fairmont Kea Lani Maui
Roger Stettler, Four Seasons Resort Maui
Roy Stillwell, Stillwell's Bakery
Reyn Tateyama, Kamehameha Schools
Warren Watanabe, Maui County Farm Bureau
Lani Weigert, Ali'i Kula Lavender
Diane Haynes Woodburn, Maui No Ka Oi Magazine
Larry Yamada, "Da Sushi Bar"

Dental

Michael Clarke, DDS, Private Practice
Mickey Damerall, DDS, MS, Private Practice
Matt Dodson, DDS, Private Practice
Rowena Estayo, consumer
Andrea Hetherington, consumer
Scott Kanamori, DDS, Private Practice
Frank Kihara, DDS, Private Practice
Jonathan Lau, DDS, Private Practice
Daniel Mayeda, DDS, Private Practice
James Merrett, DDS, Private Practice
Leanne Nadai, RDH, BS, Private Practice
Neil C. Nunokawa, DDS, Private Practice
Fumio Tsuji, DDS, Private Practice, Retired
Jeannette Vences, CDA, Private Practice

Educational Opportunity Center

Cathy Bio, Financial Aid Office, UH Maui College
Ken Hunt, MEO/BEST Program
Tamika Jackson, Veteran's Services
Paul Kiang, Department of Vocational Rehabilitation
Kevin Kimizuka, Workforce Development
Michelle Katsutani, Counseling, UH Maui College
Gin Nary, Alulike
Kehau Newhouse, Ho'okahua, UH Maui College
Iris Nitta, Maui Community School for Adults
Debbie Revilla, Job Placement Office, UH Maui College
Jack Spock, Hawaii Job Corps
Armon Tavares, Aloha House
Kyla Wayas, Pai Ka Mana

Electronic & Computer Engineering Technology

Gene Bal, Maui High Performance Computing Center
Ned Davis, Trex Hawai'i
Albert Esquibel, Northrup Grumman
Wes Freiwald, Pacific Defense Solutions
Thomas Glesne, Shafer Pacific Operations
Matt Granger, Akimeka LLC
Mark Harmer, Harmer Communications
Lisa Hunter, Center for Adaptive Optics, UCSC
Joe Janni, Air Force Research Laboratory
Jeff Kuhn, Institute for Astronomy-Maui, University of Hawai'i
Curt Leonard, Oceanit
Wayne Lewis, Cisco Academy Training Center
Mike Maberry, Institute for Astronomy, University of Hawai'i
William Medeiros, Maui County Dept. of Management
Sharon Mielbrecht, Pacific Disaster Center
Dan O'Connell, H-nu Photonics
Joe Ritter, Institute for Astronomy-Maui, University of Hawai'i
Don Ruffatto, Textron Systems Corporation
John Jr. Souders, National Center for Optics and Photonics Education
Leslie Wilkins, Maui Economic Development Board, Women in Technology

Fashion Technology

Tamara Catz, Tamara Catz Inc.
Keri Duke, Keri Designs
Juliana Dillitzer, Makena Surf Wear
Anne Miyashiro, Fashion Technology graduate
Patti Pottorff, Biasa Rose Boutique

Hana Program

Christel Blumer-Buell, Hana High-Elementary School
Robert Brett, Community Representative, UH Maui College, Lecturer
William H. Chang, Hina Malailena
Melody Cosma-Gonsalves, Community Representative
Patti Eason, Community Representative
Kalani English, State Senator
Harry Hasegawa, Hasegawa General Store
Kealohanui Tolentino Helekahi, Community Representative
Ma'ano Smith, Kamehameha Pre-School
Kathleen Street, Public Health Nurse

Hospitality and Tourism

Kui Aipa, Destination Resorts Hawai'i, Inc.
Lance Gilliland, Honua Kai
Ann Ikuta, Hotel Wailea
Maria Jagla, Four Seasons Resort Maui
Declan McCarthy, Makena Beach & Golf Resort
Kai Pelayo, Grand Wailea Resort
Chris Rabang, Starwood Hawai'i
George Reed, Sheraton Maui Resort & Spa
Carol Reimann, Maui Hotel & Lodging Association
Mark Stebbings, Hotel Hana Maui

(continued on next page)

Human Services

Deborah Arendale, Executive on Aging, County of Maui Office on Aging
Maude Cumming, Executive Director, Family Life Center
Frank Cummings, Regional Director, Mental Health Kokua
Jud Cunningham, CEO, "Tri-Agency" - Aloha House, Malama Family Recovery, MYFS
Sheri Daniels, Administrator, Child & Family Services, Maui Branch
Ernest Delima, Administrator, Adult Probation, Judiciary 2nd Circuit
Rudy Esquer, Grants Management Administrator, County of Maui
Lucy Feinberg, Regional Director, Parents and Children Together
Colin Hanlon, CEO, Boys & Girls Club
Tony Krieg, CEO, Hale Makua
Cathie Long, Domestic Violence Consultant to Judiciary
Iris Mountcastle, Maui Director, Queen Lili'uokalani Children's Center
Venus Rosete-Hill, Executive Director, Neighborhood Place of Wailuku
Daryl Selman, Director of Quality, Aloha House, Malama Family Recovery, MYFS
Elladine Olevao, Maui Section Administrator, Child Welfare Services
Margot Sneed, Domestic Violence Program Coordinator, PACT
Napualani Spock, Workforce Development Director, Hawai'i Primary Care Association
Sue Stone, Mental Illness and Substance Abuse Coordinator, Adult Mental Health Center
Robin Tanaka, Administrator, Kaunoa Senior Services
Becky Woods, CEO, Ka Hale A Ke Ola Homeless Resource Center

Early Childhood

Debbi Amaral, MEO Early Childhood Services
Ka'ina Bonacorsi, Maui County Early Childhood Resource Coordinator
Vicki Draeger, Keiki O Ka Aina
Dawna Krueger, Iao Preschool
Ailina Laborte, PATCH Maui
Wanda McMaster, Maui Community College, Professor Emeritus
Williette "Poni" Medeiros, Kamehameha Maui Preschools
Edeluisa Baguio-Larena, Maui Family Support Services Early Head Start
Bobbie-Jo Tadeo Moniz, DOE 619 Coordinator
Christine Taylor, The Nanny Connection
Tawny Yarborough, UHMC Student
Tutu and Me, Mele Hooper

Lahaina Advisory Committee

Randi Arbaugh, Front Street Apts
Karee Carlucci, Maui Land & Pine
Dee Coyle, Kaanapali Beach Resort
Herb Coyle, Plantation Inn
Jamie Debrunner, Old Lahaina Luau
Pat Endsley, Community/Education
Richard Endsley, Community/Education
Keoki Freeland, Lahaina Restoration Foundation
Lisa Gibson, Community Representative
Kevin Kimizuka, Workforce Development
Jerry Kunitomo, BJ's Chicago Pizzeria
Andrew Kutsunai, Lahainaluna Foundation
Theo Morrrison, Community Representative
Jurg Munch, Lahaina Grill
Michael Nakano, Lahainaluna High School
Joe Pluta, West Maui Taxpayers Association

Lana'i Program

Eren Avegalio, Lana'i High & Elementary School
Leticia Castillo, Lana'i Filipino Community Association
Debbie dela Cruz, Bank of Hawai'i-Lana'i
Ernest Magaoay, First Hawaiian Bank
Ken Mailo, RDP
Pierce Myers, Lana'i High &Elementary School
Kay Okamoto, Lana'i Community Association
Tammi Sanches, Castle and Cooke
Diana Shaw, Lana'i Community Health Center
Kim Tate, Four Seasons

Library

Stephen George, Maui Community College, Retired
Linda Lindsay, Seabury Hall Library
Lani Scott, Kahului Public Library, Retired
Mark Slattery, Maui Community College, Retired
Ron St. John, UH Maui College, Assistant Professor
Sandy Wada, Maui Community Correctional Center Library
Susan Werner, Wailuku Public Library
Jay Van Zwallenburg, HSPL Maui District, Retired

Molokai Program

Billy Akutagawa, Na Puuwai
Fred Bicoy, Community Representative
Janice Kalanihuia, Molokai General Hospital
Cathy Kawamae, UH Maui College, Student
Debbie Kelly, MLSWCD
Ron Kimball, Kamehameha Schools
Dodie Manaba, Community Representative
Donna Mersberg, Department of Human Services
Pat Mims, Student Representative
David Nanod, Community Representative
Edmund Pedro, Alu Like, Inc.
Tina Tamanaha, Hikiola Cooperative
John Urauchi, Community Representative

Nursing Career Ladder

Mary Anne Acker, BSN, RN-BC, Hale Makua Health Services
Toddie Barbarosh, RN, BA, MA, JD
Rita Barreras, MUA, Aging with Aloha
Kathy Bauer, RN, Maui Memorial Medical Center
Mary Lou Carter, RN, Kula Hospital
Shirley Gurat, Community Clinic of Maui
Joanne Iritani, RN, HHSC, Maui Region
Leona Kaiser-Joaquin, RN Partner's in Care
Roy Katsuda, Hale Mahaolu
William Kepler, MD
Shirley Kodani, RN, Maui Medical Group
Joanne Liu, RN, Care Resources
Kathy Louis, RN, Hale Mahaolu
Wendy Milovina, Community Representative
Gigi Olsten, RN, Public Health Nursing
George Talbot, MD, Kaiser Permanente
Laurie Tomas, RN, Hale Makua
Sue Kahoohanohano, Hui No Ke Ola Pono
Martha Turner, RN, Kaiser Permanente
Meyer Ueoka, Community Representative

Sustainable Construction Technology

Leo Caires, Maui Energy Company
Juno Comilang, Miyake Concrete Accesories, Inc.
Gerald Hiyakumoto, Hiyakumoto Higuchi Architects
Earl Kono, Riecke Sunnland Kono Architects, Ltd.
Mark Morimoto, Gaspro
Ken Ota, Irrigation Systems Inc.
Ryan Ouye, Service Rentals & Supplies, Inc.
Jim Riley, Community Representative
Ray Shimabukuro, Electrical Workers
Jennifer Stites, Dowling Company, Inc.
Marvin Tengan, UH Maui College, Apprenticeship Coordinator
Hilton Unemori, ECM, Inc.
Bruce U'u, Carpenters Union

Index

ABIT, BAS 7, 24-25
Academic Exception 78
Academic Subject Certificate 17
Acceptance Notification 68
Accounting Program 29
Accreditation 7
Add Classes 76
Address, Campus & Ed Centers 1
Administration 4, 6, 144
Administration of Justice program 30
Admission and Registration 67-74
Advanced Placement 78
Advisory Committees 148-150
Affirmative Action Policy 73
Agriculture & Natural Resources 31
Alcoholic Beverages 82
Allied Health 32-36
Application to College 68
Apprenticeship Program 56
Articulated AA 81
Articulation Program, 2+2 79
Associate in Applied Science 19
Associate in Arts Degree 11-16
Associate in Science Degree 19
Associate in Technical Studies 20
Attendance Policy & No-Shows 69
Auto Body Repair & Painting 37
Automotive Technology 38

Bachelor of Applied Science 7, 24-25
Back Credit - Languages 79-80
Banner Prerequisite Registration 90
Bookstore 86
Business Careers Program 39-42
Business Technology Program 43-45
Business Skills Placement 79

Calendars 152, Inside back cover
Career Program Maps 24-54
Certificates 3, 9-10, 17-18, 22-23
Class Act Restaurant, The Leis Family 87
COMPASS Testing 70
Computing Services 86
Concurrent Registration 69
Continuing Ed & Training, Office of 8
Cooperative Education 56
Counseling 60
Course Descriptions 89-142
Course Numbering System 90
Credit by Examination 80
Credit Load 76
Culinary Arts Program 46-47

Dean's (Honor's List) 78
Degree Requirements 11-16, 19-23
Den-en Chofu Exchange 58
Dental Assisting Program 33
Dental Hygiene Program 34
Development Office, UH Maui College 8
Directed Study 56
Disabilities, Services for Students 2, 61
Disclaimer Statement 2
Discrimination Complaints 73-74
Dishonesty, Academic 83
Drops & Adds 76
Drugs, Illicit 82

Early Admission (Admit) Program 70
eClasses & Distance Learning 7-8, 87
Educational Opportunity Center 60
Electronic & Computer Engineering 48
Employment of Graduates 73
ENGT, BAS 7, 26-27
Erase Period 76, 152

Faculty & Phone Numbers 144-147
Family Education Rights & Privacy 74
Fashion Technology Program 50
Fees 68-69
Final Exams 76, 152
Financial Aid 64-66, 83-84
Financial Obligations 84
Food Court 87

General Education Requirements 10
Grade Reports 76
Grading System 76
Graduation 60, 78, 152
Grievance Procedure 83

Hana Center 1, 8
Head Start, UHMC-MEO 88
Health, Allied 32-36
Health Center 88
Health Insurance 70
Hearing Impaired Services 1, 61
History, College 7-8
Honors, Scholastic 78
Hospitality & Tourism Program 51
Housing for Students 60
Human Services Program 52-53

International Programs 58
International Students 70-71
Internships & Workforce Readiness Center (Job Placement) 66

Ka Lama Computer Lab 86
Kihei MRTC Center 1, 8

Lahaina Education Center 1, 8
Lana'i Education Center 1, 8
Learning Center (TLC) 86
Liberal Arts (AA) Program 11-16
Library 86
Library, Business Research 8
Liko A'e 61
Lost and Found 62

Map of Campus Inside front cover
Marine Option Program (MOP) 57
Maui Language Institute 58
Media Center 87
Mission Statement 7
Molokai Education Center 1, 8
MyUH Online Services 68

Na Pua No'eau 61
Non-Discrimination Policies 73-74
Nursing Career Ladder 35-36

Orientation 62
Outreach Centers 1, 7-8

Parking on Campus 81-82
Pets 82
Phi Theta Kappa 78
Placement: English, Mathematics 70
Prerequisite Checking 90
Printing Capabilities 86

Refund Policy 72-73
Registration 68-69, 152
Registration Changes, Drop, W 76, 152
Repeating Courses 76
Residency Regulations 71
Restaurant, The Leis Family Class Act 87
Running Start 70

Safe Zone Program 62
Safety 81
Sea Grant 57
Security 81
Selective Service Registration 84
Sex Offenses & Policy 82-83
Small Business Development Cntr 8
Smoking 82
Space Grant College Program 58
Standards of Progress 83-84
Student Conduct Code 83
Student Life, Government 62
Student Publications 62
Student Right to Know Act 62
Student Support Services Program 61
Summer Session 7
Sustainable ConstructionTech 54

TB, MMR Clearance 68, 88
Telephone Numbers 1, 4, 144-147
Topics Courses 56
Transfer 57, 60, 79, 81
Transcript Evaluation 60
Transcript Requests 69
Tuition and Fees 68-69

Ulu A'e 58
University of Hawai'i Center, Maui 1, 7
Upward Bound 61

Veteran Assistance, Standards 66, 83-84
VITEC 8

Weapons, Lethal 82
Withdrawal with a W grade 76, 152
Workforce Readiness Center 66
Work Practicum 56
Work Study Program, Federal 63
Writing Intensive Courses 88

Registration Information

- An application may be obtained from the web, by mail or by fax. The application can be downloaded from: **http://www.hawaii.edu/admissions/sysapp10.pdf** A completed application must be received by Admission & Records at least 5 - 10 working days prior to registration *(see **Application Deadline,** page 68).* Applications are accepted on a continuing basis until the end of late registration *(exception: see **International Students,** page 70).*
- Registration is conducted via the *MyUH* portal only. In-person services are available at Admission & Records in the Ho'okipa building, 8:30 am - 4:00 pm, and at the Hana, Lahaina, Lana'i, and Molokai Education Centers.
- Students must have a UH username before utilizing in-person services. To obtain a UH username, students may go to *MyUH* portal at **http://myuh.hawaii.edu** and follow the steps outlined.
- The toll-free number for Hawai'i and Mainland students calling from outside Maui County is 1-800-479-6692.

Registration		Fall 2011	Spring 2012
Priority registration – *according to credits completed toward graduation*		See *MyUH*	See *MyUH*
Registration & Academic Advising for all students –		April 11-Aug 21	Nov 7-Jan 8
New, Returning, Transfer, Continuing degree-seeking or non-degree/unclassified			
Fall 2011 Tuition Payment Deadline for students registering from April 11 to July 29		July 29, 4pm	
Fall 2011 Tuition Payment is required at time of registration, from July 29 through end of registration. ***Students who register from July 29 will not be purged and are obligated to pay tuition & fees - unless they officially drop the course(s) within the refund period.***			
Spring 2012 Tuition Payment Deadline for students registering from Nov 8 to Dec 16			Dec 16, 4pm
Spring 2012 Tuition Payment is required at time of registration from Dec 16 through end of registration. ***Students who register from Dec 16 will not be purged and are obligated to pay tuition & fees - unless they officially drop the course(s) within the refund period.***			
Saturday registration, Admission & Records, Ho'okipa Building	8:30 am - 12:30 pm	July 23	Dec 10
Strategy for Success - for New, Returning, Transfer students	11:00 am - 2:00 pm	July 23	Dec 10
	5:00 pm - 8:00 pm	July 27	Jan 4
General Orientation, Pilina	11:00 am - 2:00 pm	Aug 13	Jan 7
		Aug 20	Jan 8
First Day of Instruction		**August 22**	**January 9**
Late Registration Fee begins ($30)		August 22	January 9
Last day to Drop/Withdraw with 100% refund		August 26	January 13
Last day to add/late register		August 26	January 13
Erase period ends– *Courses dropped by this date do not appear on transcript*		September 12	January 30
Last day to Drop/Withdraw with 50% refund		September 12	January 30
Graduation Application Deadline		**October 8**	**March 3**
Deadline for Official Withdrawal with a W Grade		October 25	March 27
Deadline to Make-up Incompletes *(I grades)*		October 25	March 27
Last day to change CR/NC option		October 25	March 27
Last day to select Audit grade		October 25	March 27
Summer Session Registration begins *(tentative)*			April 11
Last Day of Instruction *(semester-length classes)*		**December 8**	**May 2**
Reading Day *(semester-length classes)*		**December 9**	**May 3**
Final Evaluation Period *(semester-length classes)*		**December 10-16**	**May 4-10**
Last Day of Semester		**December 16**	**May 11**
Commencement			May 13

Disclaimer Statement - The College reserves the right to, without prior notice, change or delete, supplement, or otherwise amend at any time the information, requirements, time schedules, and policies contained in this catalog.

August 2011

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	✘ 19	20
21	✔ 22	23	24	25	26	27
28	29	30	31			

✘ Statehood Day
✔ First day of class

September 2011

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

✘ Labor Day

October 2011

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

November 2011

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	19
20	21	22	23	✔ 24	✔ 25	✔ 26
27	28	29	30			

✘ Veterans Day
✔ Thanksgiving Break

December 2011

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	19	20	21	22	23	24
25	✘ 26	27	28	39	30	31

✔ Last day of class ✔ Exams: 12/10-12/16
Fall Semester Break 12/17-1/9
✘ Christmas Day observed

January 2012

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

✘ New Year's Day observed
✔ First day of class
✘ Martin Luther King Jr. Day

February 2012

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
19	✘ 20	21	22	23	24	25
26	27	28	29			

✘ Presidents' Day

March 2012

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	✔ 19	✔ 20	✔ 21	✔ 22	✔ 23	24
25	✘ 26	27	28	29	30	31

✘ Prince Kuhio Day
✔ Spring Break

April 2012

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

✘ Good Friday

May 2012

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

✓ Last day of class ✔ Exams: 5/4-5/10
✘ Commencement ✘ Memorial Day

June 2012

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

✘ King Kamehameha Day

July 2012

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

✘ Independence Holiday observed

UNIVERSITY OF HAWAI'I MAUI COLLEGE

UNIVERSITY of HAWAI'I®

MAUI COLLEGE

310 W. Ka'ahumanu Avenue, Kahului, Hawai'i 96732-1617
ph: 808 984-3500 • http://maui.hawaii.edu