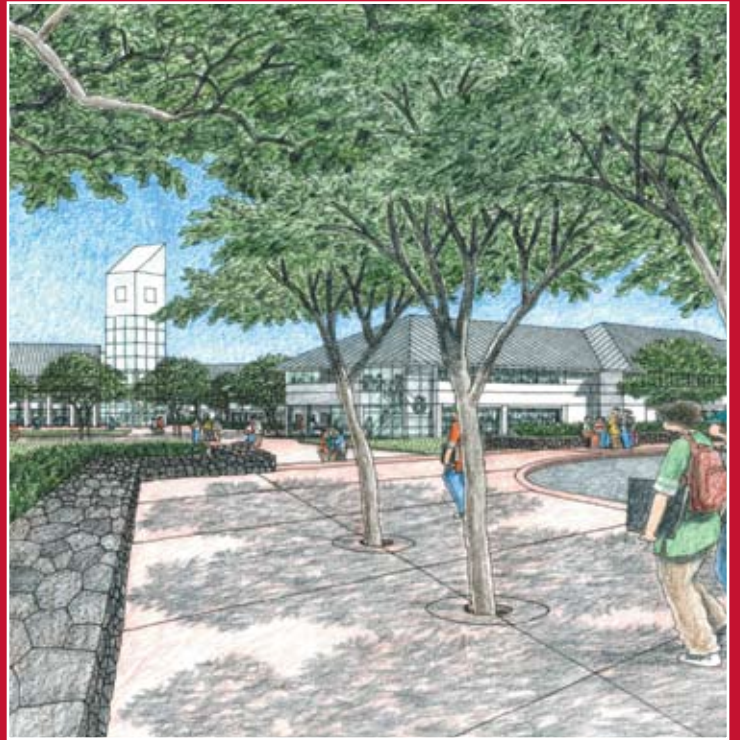




UNIVERSITY of HAWAI'I®
WEST O'AHU

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General Catalog 2007-2008



UNIVERSITY *of* HAWAI'I®

WEST O'AHU

General Catalog 2007-2008

This catalog contains general information about the program offerings at the University of Hawai‘i–West O‘ahu for the period of August 2007 to July 2008. This document is an attempt to summarize applicable policies and programs of the University of Hawai‘i–West O‘ahu, and is subject to change. Although every effort is made to keep this Catalog correct and current, inevitably there will be some changes in courses and program requirements. It is highly recommended that you consult your faculty and/or Student Services advisors for the most current information. This catalog is not intended as a full compilation of regulations, policies, or programs, and should not be regarded as a legal contract between UH West O‘ahu and the student. For further information, students should check with the University for details concerning other policies which could affect their specific enrollment or registration status.

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



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WEST O‘AHU

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ABOUT UH WEST O'AHU

CHANCELLOR



Gene I. Awakuni

Gene Awakuni joined University of Hawai'i as chief executive of the West O'ahu campus in March 2005. He previously served as vice provost for student affairs at Stanford University, where he had joint oversight for a division of 650 staff members, and managed eight major departments at Columbia University, including dining, health, business and financial services; university bookstores; residence halls; the registrar's office and student information systems.

He also served as vice president for student affairs and university advancement at Cal Poly Pomona, assistant vice chancellor for student academic services at University of California, Santa Barbara and director of the Counseling and Psychological Services Center at University of California, Irvine.

Awakuni earned his doctorate in counseling and consulting psychology at Harvard University. He received a master's in clinical social work and a bachelor's in political science from the University of Hawai'i at Mānoa.

A counseling psychologist, Awakuni has taught courses relating to the interaction of psychology and ethnicity and recently co-authored a book entitled *Resistance to Multiculturalism: Issues and Interventions*. He served as president of the national association Asian Pacific Americans in Higher Education. While at U.C. Irvine, he won a teaching award called My Last Lecture.

MISSION STATEMENT

The mission of the University of Hawai'i-West O'ahu is to become a four-year, comprehensive university with an emphasis on baccalaureate education founded in the liberal arts, serving professional, career-related, and applied fields, based on State and regional needs. UH West O'ahu is committed to providing access to residents throughout the State of Hawai'i through its partnerships with the University of Hawai'i community colleges and its delivery of distance education programs.

PHILOSOPHY

The University of Hawai'i-West O'ahu provides an environment for students and faculty to embark on a journey of discovery that improves the quality of life for our citizens. UH West O'ahu has moved into a new phase of growth with the transition to a full four-year university. The expanded capacity allows UH West O'ahu to serve both regional and Statewide educational needs.

The programs of the University are designed to be responsive to the needs of our students. University of Hawai'i-West O'ahu faculty engage in three basic types of activities: teaching, research, and service. Our faculty are dedicated to the needs of students in the pursuit of their educational and professional goals through a curriculum emphasizing the humanities, social sciences and selected professional programs. The University's curriculum offerings are founded on the principle that career training, the humanities, and social sciences are complementary.

Students are encouraged to seek both breadth and depth in their educational experiences as well as explore relationships between and among the various disciplines. The educational programs and learning experiences are shaped to accommodate the differences in the backgrounds and aspirations of individual students.

ACCREDITATION

The University of Hawai'i-West O'ahu received accreditation in February, 1981 from the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges (WASC). WASC may be contacted at:

Western Association of Schools and Colleges

985 Atlantic Avenue, Suite 100

Alameda, CA 94501

Ph: (510) 748-9001

Fax: (510) 748-9797

Email at: wascsr@wascsenior.org

For further information, see: <http://wascweb.org>

INSTITUTIONAL LEARNING OUTCOMES

To insure educational quality and curricular coherence the University of Hawai‘i–West O‘ahu has identified appropriate institutional standards. Students at UH West O‘ahu are expected to apply certain general education skills towards mastering material in an academic major. These skills are listed in a set of Institutional Learning Outcomes. The outcomes, adopted by the UH West O‘ahu Faculty Senate in Spring 2000 and revised in Spring 2003, Fall 2004, and Spring 2005, address written and oral communication, qualitative and/or quantitative reasoning, research skills, and cultural awareness. Divisional and Concentration Learning Outcomes are listed in each Division’s Chapter of this catalog.

The Institutional Learning Outcomes listed below are an integral part of all Divisions and Concentrations at the UH West O‘ahu. Under the categories listed below, graduates of UH West O‘ahu should be able to:

Written Communication

- Identify the audiences and purposes of various kinds of communication within the students’ academic fields and select appropriate style, content, references, and media.
- Develop themes, theses, or hypotheses for various kinds of communication within the students’ academic fields.
- Construct detailed outlines or proposals for various kinds of communication within the students’ academic fields.
- Write, document, and support an argument within an academic field, presenting sound evidence in an orderly and logical chain of reasoning, and using appropriate data and examples.
- Revise and edit their own and others’ writing, demonstrating proficiency in the use of organizational, rhetorical, grammatical, and mechanical skills appropriate to a specific task.

Oral Communication

- Give presentations that demonstrate command of vocabulary and language appropriate to the content and audience of the students’ academic fields.

Quantitative or Qualitative Reasoning

- Explain the complexity and relevance of qualitative or quantitative data in theoretical and practical situations.
- Collect, organize, communicate, and draw conclusions and interpretations based on gathered evidence.
- Assess the validity of arguments and conclusions derived from evidence.
- Recognize that quantitative or qualitative evidence must be interpreted in a social context.
- Demonstrate problem solving through oral and written communication.

Research Skills

- Research topics in the students’ academic fields, presenting results through written and oral communication.
- Explain research terms and concepts common to the students’ academic fields.
- Explain the purposes, advantages, and disadvantages of various research designs within the students’ academic fields.
- Explain what constitutes plagiarism and the ethical and legal elements of research.
- Use both appropriate electronic databases and traditional sources to research, prepare, analyze, and organize information.
- Apply methods of citation and documentation appropriate to the students’ academic fields.
- Express themselves creatively through at least one medium, e.g., writing, quantitative or qualitative analysis, media, technology, or the arts.

Cultural Awareness

- Demonstrate basic knowledge of cultures, other than their own.
- Explain the complexities of Hawaiian and Pacific societies and cultures both in traditional and contemporary eras.
- Explain some of the historical forces, national and international, that have created the present world order.
- Evaluate specific cross-cultural and multicultural contributions to the students’ academic fields.
- Articulate the advantages of cross-cultural analysis to enhanced learning within a liberal arts and professional studies context.

ACADEMIC CALENDAR 2007-08*

FALL 2007 (8/20-12/14)

M-W Aug 13-15
Registration

F Aug 17
HOLIDAY: Statehood Day

M Aug 20
First day of instruction

F Aug 31
Last day to add or register
Last day to withdraw from semester courses with 100% refund

M Sept 3
HOLIDAY: Labor Day

Su Sept 9
Last day to drop without a W
Last day for 50% refund

F Sept 21
Last day to file application for Fall 2007 graduation

F Oct 19
Last day to withdraw from semester courses

M Oct 29
Last day for instructors to submit I make up grades for Spring/Summer 2007

M Nov 12
HOLIDAY: Veterans' Day

Th Nov 22
HOLIDAY: Thanksgiving

Sa Dec 8
Last day of instruction

M-F Dec 10-14
Final Examinations

TBA
Fall Commencement

SPRING 2008 (1/14-5/16)

T Jan 1
HOLIDAY: New Year's Day

T-Th Jan 8-10
Registration

M Jan 14
First day of instruction

M Jan 21
HOLIDAY: Martin Luther King Jr. Day

F Jan 25
Last day to add or register
Last day to withdraw from semester courses with 100% refund

Su Feb 3
Last day to drop without a W
Last day for 50% refund

F Feb 15
Last day to file application for Spring 2008 graduation

M Feb 18
HOLIDAY: Presidents' Day

F Mar 14
Last day to withdraw from semester courses

F Mar 21
HOLIDAY: Good Friday

M-F Mar 24-28
Spring Recess

W Mar 26
HOLIDAY: Kuhio Day

M March 31
Last day for instructors to submit I make up grades for Fall 2007

Sa May 10
Last day of instruction

M-F May 12-16
Final Examinations

TBA
Spring Commencement

SUMMER 2008 (5/27-7/7)

W-Th May 21-22
Registration

M May 26
HOLIDAY: Memorial Day

T May 27
First day of instruction

Th May 29
Last day to add or register; last day to withdraw from courses for 100% refund

Su Jun 1
Last to withdraw without a W; last day for 50% refund

M Jun 9
Last day to file graduation application for Summer 2008 graduation

W Jun 11
HOLIDAY: Kamehameha Day

F Jun 13
Last day to withdraw with a W

Th Jun 26
Last day of instruction for Tuesday/Thursday classes

Sa Jun 28
Last day of class for Friday/Saturday classes

T Jul 1
Finals for Tuesday/Thursday classes

W Jul 2
Last day of instruction for Monday/Wednesday classes

Th Jul 3
Last day of instruction for Monday-Thursday classes

F Jul 4
HOLIDAY: Independence Day

Sa Jul 5
Finals for Friday/Saturday classes

M Jul 7
Finals for Monday/Wednesday classes
Finals for Monday-Thursday classes

**Dates subject to change: Please consult The West Press.*

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General Information

INTRODUCTION

The University of Hawai‘i is a ten campus system of higher education institutions serving the State of Hawai‘i. The system includes baccalaureate degree-granting institutions - the University of Hawai‘i–West O‘ahu, the University of Hawai‘i at Hilo, and the University of Hawai‘i at Mānoa, which is a Research I (Extensive), multi-college university with graduate programs. The system also includes seven community colleges - four on O‘ahu and one each on Maui, Kaua‘i, and Hawai‘i.

The University of Hawai‘i–West O‘ahu, the most recent addition to the University of Hawai‘i system, opened its doors in January, 1976 as West O‘ahu College. The name of the institution was changed to the University of Hawai‘i–West O‘ahu by the Board of Regents in 1989.

The University of Hawai‘i–West O‘ahu is located on the Leeward Community College campus in Pearl City. It is centrally located in an area that includes the Central and Leeward regions of O‘ahu. These regions extend from the Fort Shafter Military Reservation to the North Shore of Hale‘iwa-Waialua, with the coast of Wai‘anae-Nānākuli forming the southern boundary. West O‘ahu encompasses nearly half of the total land area of O‘ahu including over twenty percent of the total urbanized land area. The composition of the population of west O‘ahu and of the entire State of Hawai‘i reflects the diversified mixture of numerous racial and ethnic groups.

ADMINISTRATIVE ORGANIZATION

Governance of the University of Hawai‘i is vested in the Board of Regents, which is appointed by the Governor. The Board in turn appoints the President of the University, who is the chief executive officer of the Board and is responsible for educational leadership of the System. The chief executive officers of the baccalaureate degree-granting campuses and the Community College System are Chancellors.

ACCREDITATION

The University of Hawai‘i–West O‘ahu received accreditation in February, 1981 from the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges (WASC).

WASC may be contacted at:

Western Association of Schools and Colleges

985 Atlantic Avenue, Suite 100

Alameda, CA 94501

Ph: (510) 748-9001

Fax: (510) 748-9797

Email at: wascsr@wascsenior.org

For further information, see: wascweb.org

Students who wish to review the accreditation documents may do so by contacting the Chancellor’s office at (808) 454-4750.

BOOKSTORE

Textbooks for courses at the University of Hawai‘i–West O‘ahu and other educational supplies are available at the Leeward Community College Bookstore. Neighbor Island students participating in the distributed learning programs may purchase their textbooks at the University of Hawai‘i at Mānoa’s Bookstore through their toll free number 1-800-842-6657 or through their website at:

www.bookstore.hawaii.edu/uhoutreach.

Books may also be purchased online through the Leeward Community College Bookstore at

www.bookstore.hawaii.edu/lcc.

LIBRARY SERVICES

The University of Hawai‘i–West O‘ahu library is located in the Leeward Community College Library building. The atmosphere in the library is highly personal, and the staff is available to assist students in developing library and information retrieval skills. Students undertaking research projects, independent study, or directed readings will find that a conference with a librarian before beginning research is particularly rewarding.

A carefully chosen collection of library materials and online resources supplements and expands the student's classroom experience. Access to library staff and services, as well as books, videos, journals, and online research tools are available on the Web at <http://uhwolibrary.com>.

UH West O'ahu students are welcome at all other libraries in the University of Hawai'i system. A valid UH Student ID card is required to borrow materials.

POLICIES

Equal Opportunity Policy

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

Individuals designated to coordinate the University of Hawai'i-West O'ahu effort are:

Academic Affairs:

Joanne Itano, Vice-Chancellor of Academic Affairs
(Interim)

Student Affairs:

Jean M. Osumi, Dean of Student Services

Facilities Matters:

Clifford Togo, Director of Administrative Services

EEO/Discrimination/Harassment Issues:

Adrienne Valdez, EEO Officer, Americans with
Disabilities Act Coordinator and Title IX Coordinator

Family Educational Rights and Privacy Act (FERPA)

Pursuant to Section 99.6 of the rules and regulations governing the Family Educational Rights and Privacy Act of 1974 (hereinafter called the Act), students in attendance at the campuses of the University of Hawai'i are hereby notified of the following.

It is the administrative policy of the University of Hawai'i to subscribe to the requirements of Section 438 of the General Education Provision Act, Title IV, of Public Law 90-247, as amended, Section 249 of the Improving America's Schools Act of 1994 and to the rules and regulations governing these Acts, which protect the privacy rights of students.

The rights of students under the Act include the following, subject to conditions and limitations specified in the Act:

1. A student has the right to inspect and review their own education records.
2. A student has the right to request to amend education records in order to ensure accuracy of such records.
3. A student shall be assured that, except for the disclosure of directory information, the University of Hawai'i will not disclose personally identifiable information without the student's consent.
4. A student shall have the right to request a hearing in order to resolve disputes regarding a student's right to inspect or amend the student's education records.
5. A student shall have the right to file a written complaint with the Family Policy and Regulations Office, U.S. Department of Education, Washington D.C. 20202, should the student determine that rights accorded herein have been violated.
6. A student shall have the right to waive any of the rights provided under the Act.

Students are advised that institutional policy and procedures required under the Act have been published as Administrative Procedure A7.022 Procedures Relating to Protection of the Educational Rights and Privacy of Students. Copies of AP A7.022 may be obtained from the Student Services Office.

Students are advised that certain personally identifiable information is considered by the University to be Directory Information and, in response to public inquiry, may be disclosed in conformance with State Law, at the University's discretion, without prior consent of the

student, unless the student otherwise so informs the University not to disclose such information.

Directory Information may include:

1. Name of student
2. Local address and ZIP code
3. Local telephone number
4. Major field of study
5. Education level (i.e. Junior, Senior, etc.)
6. Fact of participation in officially recognized activities and sports
7. Weight and height of members of athletic teams
8. Dates of attendance
9. Most recent educational institution attended
10. Degrees and awards received
11. Email address
12. Enrollment status (full-time and part-time)

A student presently registered and in attendance at any campus may request that their directory information not be disclosed to the public. A student wishing to exercise this right must, in writing, not later than 14 days from the first day of instruction for a regular semester or term, or the fourth day of a summer session, inform the campus that their Directory Information should be kept confidential.

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

The University is not required to notify students before complying with certain subpoenas.

Information concerning disciplinary action may be included in a student's education records, and such information may be disclosed to teachers and other school officials who have legitimate educational interests, without prior consent.

Student Conduct

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

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

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

expression of convictions, right to academic freedom or the performance of his legitimate duties or functions."

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

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

Copies of the student conduct code are available through the Student Services Office and on our website at: www.uhwo.hawaii.edu/conduct.



Academic Dishonesty

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

Cheating

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

Plagiarism

Plagiarism includes, but is not limited to, submitting in fulfillment of an academic requirement, any document that has been copied in whole or in part from another individual's work without attributing that portion to the individual; neglecting to identify as a quotation, another's idea and particular phrasing that was not assimilated into the student's language and style or paraphrasing a passage so that the reader is misled as to the source; submitting



the same written or oral material in more than one course without obtaining authorization from the instructors involved; or “drylabbing,” which includes obtaining and using experimental data and laboratory writeups from other sections of the course or from previous terms, or fabricating data to fit the desired or expected results.

Academic Grievance

Issues associated with the authority and responsibilities of faculty members may occasionally arise. To protect the rights of students and faculty, the University has established an academic grievance procedure whereby students who believe that a faculty member has behaved in an improper manner may seek recourse. A reasonable attempt (by phone, mail, email or in person) should first be made to resolve the complaint of academic impropriety on an informal basis with the faculty member. If the faculty member fails to respond to the student's attempt to contact him/her within a ten-day period, or if a satisfactory resolution is not reached at this level, the matter should be reported, in writing, to the faculty member's Division Chairperson. The Division Chair shall render a decision/recommendation for resolution within ten working days upon receipt of the report of academic impropriety by the student. Should a student decide to appeal the Division Chair's decision and/or recommendation, the student has the right to file a formal academic grievance with the Chair of the Academic Grievance Committee. For specific information, copies of the academic grievance procedure may be requested from the Student Services Office or printed from our website at: www.uhwo.hawaii.edu/grievance.

Use of Social Security Number

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

Accordingly, each applicant is advised that disclosure of his or her Social Security Number (SSN) is required as a condition for making application to any of the campuses of the University of Hawai'i, in view of the practical administrative difficulties which the University of Hawai'i would encounter in maintaining adequate student records without the continued use of the SSN. The SSN

will not be used as an identifying number on University documents. A computer generated eight digit University of Hawai'i identification number will be assigned to the student on application to any of the University of Hawai'i system campuses.

Although the SSN is no longer used as a student identification number, it will be used to verify the identity of the applicant to reconcile against other official documents such as applications for financial aid, determination of residency for tuition purposes, registration and academic record-keeping; tax information (e.g. 1098-T form); student affairs programs requiring verification of enrollment for the purpose of providing services (e.g. Veteran's Affairs); and alumni affairs.

Authority for requiring the disclosure of an applicant's SSN is grounded in Section 304.2 and Section 304.4, Hawai'i Revised Statutes as amended, which provides that the Board of Regents of the University of Hawai'i shall have general management and control of the affairs of the University. The University of Hawai'i has, for several years, consistently required the disclosure of social security numbers on the System Application Form and other necessary University documents.

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

Persons with Disabilities

In accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, the University of Hawai'i–West O'ahu hereby provides notice that it does not discriminate against qualified individuals with disabilities in the recruitment and admission of students and employment of faculty and staff. No otherwise qualified person with a disability shall, solely on the basis of that disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity receiving federal financial assistance.

The University of Hawai'i–West O'ahu is committed to providing equal access to its academic courses, educational programs, and related activities. Reasonable and appropriate accommodations will be made available to individuals with disabilities.

Students with disabilities who will require auxiliary aids and special services must identify themselves to the Student Services Office when they are admitted and disclose the nature of their disability so that arrangements can be made for appropriate assistance. Students who develop disabilities during the school year should notify the Student Services Office as soon as possible.

At the University of Hawai'i–West O'ahu, ramps to all buildings provide access for the disabled. Classrooms are easily accessible to students in wheelchairs. Restroom facilities are equipped for use by the disabled.

Copies of the University of Hawai'i policies and procedures on non-discrimination and affirmative or voluntary action are available upon request at the University of Hawai'i–West O'ahu Student Services Office. Questions or concerns about programs, services, activities and facilities at the University of Hawai'i–West O'ahu may be addressed to:

Academic Affairs:

Joanne Itano, Vice-Chancellor of Academic Affairs
(Interim)

Student Affairs:

Jean M. Osumi, Dean of Student Services

Facilities Matters:

Clifford Togo, Director of Administrative Services

EEO/Discrimination/Harassment Issues:

Adrienne Valdez, EEO Officer, Americans with Disabilities Act Coordinator, and Title IX Coordinator

ACADEMIC REGULATIONS

CLASSIFICATION OF STUDENTS

Students may enroll in courses for academic credit or as auditors. On admission to the University of Hawai‘i–West O‘ahu, students are categorized as follows:

Classified Student: A student who is admitted to an organized program of study leading to a degree or a certificate.

Unclassified Student: A student who may enroll for credit but is not admitted to an organized program leading to a Bachelor of Arts, Bachelor of Applied Science, or Bachelor of Education degree or a certificate. Unclassified students are not eligible for financial aid. In order to be categorized as a classified student and eligible to earn a degree or certificate, a student must submit official transcripts or other admissions documents for evaluation to the Student Services Office. Credits will also be evaluated for applicability towards their degree or certificate program.

Auditor: A student who registers for, and attends class with the permission of the instructor. The student receives no credit or grade for the course and is not required to take course examinations. The extent of a student’s classroom participation is at the instructor’s discretion. A student auditing a course must submit an application to the Student Services Office, and remit the appropriate tuition and fees.

Full-time Student: A student who is registered for 12 or more semester credit hours during the fall or spring term, or at least six credits for the Summer Session term. Students on financial aid, scholarships or grants should consult with a Financial Aid Officer to ensure meeting aid requirements and/or definition of full-time classification.

Part-time Student: A student who is registered for fewer than 12 semester credit hours during the fall or spring semester, or less than six credits for the Summer Session term. Students on financial aid, scholarships or grants should consult with a Financial Aid Officer to ensure meeting aid requirements and/or definition of part-time classification.

Student Class Status: Freshman (0-24 credits); Sophomore (25-54 credits); Junior (55-88 credits); and Senior (89 or more credits).

ELIGIBILITY FOR ADMISSION

Freshman Admissions

Students applying for admission as freshman must meet the following requirements:

1. High School grade point average (GPA): 2.7 cumulative GPA on a 4.0 scale based on the following 22 credits:
 - a. 4 English credits
 - b. 3 Math credits (including Algebra II and Geometry)
 - c. 3 Natural Science credits
 - d. 3 Social Studies credits
 - e. 4 College Preparatory credits (e.g. language)
 - f. 5 elective credits
2. SAT Reasoning Test or ACT test scores

Applicants who meet the freshman admission requirements of 1 and 2 above, will automatically be admitted to UH West O‘ahu.

Applicants who do not meet the minimum 2.7 cumulative GPA, or the minimum 22 credits of coursework will be evaluated on SAT Reasoning Test or ACT scores. Additionally, applicants will be required to submit two letters of recommendation from teachers and/or counselors to facilitate the evaluation of their application.

Applicants are expected to submit official records for all admissions requirements.

Transfer Admissions

Transfer students are those presently or previously enrolled at a college or university other than the University of Hawai‘i–West O‘ahu. A student who has successfully completed a minimum of 12 college-level transferable credits, and is in-progress with a minimum of 12 college-level credits at the time of application for admission to UH West O‘ahu may be eligible for admission. A grade point average of 2.0 or higher on a 4.0 scale is required. Students with fewer than 24 college-level credits will be evaluated under the Freshman Admissions requirements.

Students who have graduated with an Associate in Arts degree from a University of Hawai‘i community college, or other appropriately accredited institution with a grade

point average of 2.0 or higher on a 4.0 scale are eligible for transfer. Students with an Associate in Arts degree in the liberal arts from an appropriately accredited University will be accepted as having completed general education requirements.

Articulated Associate in Science or Associate in Applied Science

Articulations, or formal agreements between the University of Hawai‘i–West O‘ahu and a number of University of Hawai‘i community colleges, have been established to ensure the smooth transfer of students who complete particular Associate in Science (AS) or Associate in Applied Science (AAS) degree programs. Students who transfer under these articulated programs are eligible for admission as classified students.

Articulated Programs by Campus:

Hawai‘i Community College: 1) AS in Early Childhood Education to the Bachelor of Arts in Social Science with a Concentration in Early Childhood Education

Honolulu Community College: 1) AAS in Administration of Justice to the Bachelor of Arts in Public Administration with a Concentration in Justice Administration; 2) AS in Early Childhood Education to the Bachelor of Arts in Social Sciences with a Concentration in Early Childhood Education; 3) AS in Occupational and Environmental Safety Management to the Bachelor of Arts in Business Administration with a Concentration in General Business Administration or Accounting; 4) AS in Occupational and Environmental Safety Management to the Bachelor of Arts in Public Administration with a Concentration in General Public Administration or Justice Administration

Note: For the OESM articulation, the Certificate in Health Care Administration may be earned along with the BA in Public Administration

Kapi‘olani Community College: 1) AS - Paralegal program to the University of Hawai‘i–West O‘ahu.

Note: Students should consult with a Student Services advisor to determine program requirements to the Bachelor of Arts programs.

Kaua‘i Community College: 1) AAS in Accounting to the Bachelor of Arts in Business Administration with a Concentration in General Business Administration

or Accounting; 2) AAS in Business Technology to the Bachelor of Arts in Business Administration with a Concentration in General Business Administration or Accounting; 3) AAS in Hospitality and Tourism to the Bachelor of Arts in Business Administration with a Concentration in General Business Administration or Accounting; 4) AS in Early Childhood Education to the Bachelor of Arts in Social Sciences with a Concentration in Early Childhood Education

Leeward Community College: 1) AS in Accounting to the Bachelor of Arts in Business Administration with a Concentration in General Business Administration or Accounting; 2) AS in Business Technology to Bachelor of Arts in Public Administration with a Concentration in General Public Administration or Justice Administration; 3) AS in Business Technology to Bachelor of Arts in Business Administration with a Concentration in General Business Administration or Accounting; 4) AS in Television Production to the University of Hawai‘i–West O‘ahu.

Note: Students in the AS in Television Production should consult with a Student Services advisor to determine program requirements to the Bachelor of Arts programs.

Maui Community College: 1) AAS in Accounting to the Bachelor of Arts in Business Administration with a Concentration in General Business Administration or Accounting; 2) AS in Early Childhood Education to the Bachelor of Arts in Social Sciences with a Concentration in Early Childhood Education

Students transferring with a non-articulated Associate in Science or Associate in Applied Science degree will be required to meet the general education requirements listed in the **Academic Programs and Graduation Requirements** chapter of this catalog.

Students are encouraged to contact the Student Services Office at (808) 454-4700; or toll-free from the neighbor islands at (866) 299-8656 or email info@uhwo.hawaii.edu if there are any questions regarding eligibility for admission. Applicants may download and print out the University of Hawai‘i System Application Form at: www.hawaii.edu/academics/admissions/index.html.

The application form may also be obtained at any of the University of Hawai‘i system campuses. Official transcripts must be received by UH West O‘ahu from all non-University of Hawai‘i post-secondary educational

institutions previously attended. Transcripts will not be considered official unless they are sent directly to the University of Hawai‘i–West O‘ahu by the previous institution. Transcripts from any of the University of Hawai‘i system institutions will be downloaded from the Banner Student Information System. Unofficial student copies of transcripts or grade reports may be used for an informal review or advising; however, they are not acceptable for admission purposes.

Applicants currently enrolled at another college or university should have final transcripts submitted to the University of Hawai‘i–West O‘ahu at the end of the current term.

Nonresident Student Admissions

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

The burden of proof for establishing resident status lies with each applicant. Final decisions will be made by the Student Services Office. Students classified as nonresidents are required to pay nonresident tuition. Students may appeal the decision by the Student Services Office. The appeal will be considered by the University of Hawai‘i system-wide Committee on Resident Status.

All nonresident students who are newly admitted to the University of Hawai‘i may be affected by a change in the University of Hawai‘i’s policy regarding nonresident status for tuition purposes. The policy is in accordance with Chapter 20-4-8, Hawai‘i Administrative Rules which states: “Presence in Hawai‘i primarily to attend an institution of higher education shall not create resident status. A nonresident student shall be presumed to be in Hawai‘i primarily to attend an institution of higher learning...Continued presence in Hawai‘i during vacation periods and occasional periods of interruption of the course of study shall not in itself overcome this presumption.” Nonresident students who enter any campus of the University of Hawai‘i may not be allowed to change his/her residency status from nonresident to resident during any period in which s/he:

1. is enrolled for six (6) or more credits at any institution of higher learning in Hawai‘i;
2. was absent from Hawai‘i for more than 30 days per

year during school vacation periods;

3. received student financial aid assistance based on residency in another state; or
4. was a dependent of nonresident parent(s) or legal guardian.

The maximum number of nonresident students that may be admitted by the University is limited by the Board of Regents Controlled Growth Policy of the University of Hawai‘i System. Therefore, affected students are encouraged to apply early.

Military Personnel and Family Members

Military personnel stationed in Hawai‘i and their authorized family members, in addition to meeting the general admission requirements, should also submit a copy of their orders, as well as have the Verification of Military Assignment in Hawai‘i section of the System Application Form completed by their Commanding Officer. Students in active service or who are bona fide family members of military personnel stationed in Hawai‘i are considered nonresidents but will be permitted to pay resident tuition rates upon receipt of the forms described above.

International Students (Student Visa Applicants Only)

International students who apply for admission must meet special requirements in addition to the general requirements.

1. A complete and certified English translation of the student’s official record of achievement (transcript) must be submitted showing courses taken, a brief description of the course content, grades earned, passing and maximum grades, and student’s standing in class. Transcripts will not be considered official unless they are sent directly to the University of Hawai‘i–West O‘ahu by the previous institution.
2. The student must be able to read, write, speak and understand the English language. Applicants from countries where English is not the primary language, are required to take the Test of English as a Foreign Language (TOEFL) and have the Educational Testing Service send the results to the Student Services Office. The TOEFL results are necessary in order to evaluate the student’s English proficiency in terms of probable ability to complete a degree at the University of Hawai‘i–West O‘ahu effectively. Information regarding the test dates, location and fees is available at: www.toefl.org.

3. University of Hawai'i Supplementary Information Form for Undergraduate International Applicants must be completed. In addition, applicants must provide documentation that sufficient financial support is available to adequately cover all expenses while attending college in Hawai'i.
4. A satisfactory physical examination report as specified by the University, including chest x-ray films, is required. In addition, students must carry complete health insurance for the period of their stay at the University.
5. The I-20 form, required by the United States Department of Justice, Immigration and Naturalization Service for a student visa, will be provided by the University after the special requirements outlined above are fulfilled, and the student has been accepted for admission.
6. The deadline for application and submission of all required documents is April 1 for the Fall semester and October 1 for the spring semester. However, international students are encouraged to submit their applications as early as possible to allow adequate time for evaluation by the University.

INFORMATION ON ADMISSION

Information on How to Enroll at the University of Hawai'i–West O'ahu

Applications, instructions and other informational materials may be viewed online at www.uhwo.hawaii.edu/admission. Information may also be obtained by calling the Student Services Office at (808) 454-4700 or toll-free from the neighbor islands at (866) 299-8656 or by email at info@uhwo.hawaii.edu. Candidates for admission are encouraged to visit the campus and meet with faculty, staff, and students.

Application Fee

All applications must be accompanied by a nontransferable application fee of \$50.00. This fee is non-refundable and may not be applied toward tuition even though the applicant may be admitted to the University. Applications submitted without this fee will not be processed. The application and the fee are valid only for the semester specified on the application. The fee should be paid by check, payable to the University of Hawai'i. (Certified checks, money orders, or cashier's checks are preferred).

Currency should not be sent. Applicants from foreign countries should send an international money order. This amount is subject to change; therefore, applicants should review the instructions carefully at the time of application.

COURSE REGISTRATION INFORMATION

Faculty Advisor

Upon admission to UH West O'ahu, each student will be assigned a faculty advisor, based on the student's academic interests. New and Returning students are required to meet with their faculty advisor during their first semester of enrollment at UH West O'ahu. Registration for the next semester will be prohibited until a meeting has been verified. While only the first semester's meeting is mandatory, students are encouraged to continue to meet or contact their faculty advisor at least once each semester while enrolled at UH West O'ahu, prior to preregistration or registration. Faculty advisors are an excellent source of information on academic planning, career/professional development and admission to graduate programs.

If a student's interest shifts to another academic area or concentration, the student must report the change of program, in writing, to the Student Services Office. A new faculty advisor may then be assigned.

Student Services advisors are also available for academic advising and to help ensure that all graduation requirements are being met.

Course Registration

Students are considered officially enrolled only after registering for courses and paying all appropriate tuition and fees. Please see the student newsletter, *The West Press*, for dates for registration and payment deadlines. It is highly recommended that students see their faculty advisor or a Student Services advisor prior to preregistration and/or registration. Special approval will be required for capstone courses such as Senior Project or Practicum and Directed Reading and Research.

The student newsletter, *The West Press*, and the campus email newsletter, *The West Press Express*, should be consulted for the exact dates of preregistration, registration and payment deadlines. A schedule listing the courses offered and other relevant information for the class, is available online at www.uhwo.hawaii.edu/schedule prior to the beginning of preregistration periods for each term.

Registration (adding and dropping courses) is online through the MyUH Portal via the internet at <http://myuhportal.hawaii.edu>.

Preregistration: Continuing students will be given the opportunity to preregister for courses. Preregistration is generally held during the preceding academic term.

Regular Registration: Registration for courses is usually held the week prior to the beginning of the first day of instruction.

Late Registration: Students may register up to and including, the last day designated on the University calendar for late registration, generally at the end of the second week of instruction. There will be an additional fee for late registration.

Unclassified Students/Auditors: Unclassified students and auditors may register on a space available basis on the last day of registration for regular students, or during the late registration period. Unclassified students and auditors may change their status to classified, only if they have all official transcripts on file, meet admission requirements and gain acceptance prior to late registration.

Concurrent Registration

Students at one campus within the University of Hawai‘i System may register concurrently at another campus. University of Hawai‘i–West O‘ahu students who wish to concurrently enroll at a community college campus are eligible to register without having to submit an application to the community college. Registration occurs through the MyUH Portal.

Students on financial aid are advised to consult with a Financial Aid Officer. Financial aid is not automatically granted to coursework taken outside of UH West O‘ahu.

Change of Registration

To Add a Course: Courses may be added only during the period printed in UH West Oahu’s academic calendar, and in the student newsletter, *The West Press*, beginning with the first day of preregistration through the late registration period. Accelerated courses may be added after the late add period under special circumstances. Students should contact a Student Services advisor for information, or view the calendar dates of the class at: www.uhwo.hawaii.edu/schedule, click on the course reference number.

To Withdraw From Any Course: Students may officially withdraw from any course for which they have registered during the applicable withdrawal period. For semester-long courses, this is stated in the Academic Calendar. Withdrawals from regular semester-long courses during the first three weeks of the semester will not be indicated on students’ records.

Students may withdraw from a course between the third week and up to Friday of the ninth week of instruction. (Refer to the Academic Calendar and *The West Press*, or online for specific dates.) These drops will be indicated as “W” grades on the student’s record.

After the ninth week of instruction, complete withdrawals, as well as partial withdrawals are not permitted except for highly unusual or extenuating circumstances beyond the control of the student. These withdrawals require the approval of the Dean of Student Services. Documentation of circumstances may be required and may include the submission of a formal letter of appeal, and/or additional documentation of the circumstance cited. Consultation with the instructor(s) involved may take place.

Different withdrawal deadlines apply to accelerated courses. Students should consult the student newsletter, *The West Press*, or check online for applicable dates.

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

If a student simply stops attending classes in a given course without officially completing the withdrawal procedure, an “F”, or other grade as appropriate, may be awarded by the instructor. If the instructor does not award a grade, an “F” will be assigned by the Student Services Office.

Complete Withdrawal from the University of Hawai‘i–West O‘ahu

Students withdrawing completely from the University must submit the Complete Withdrawal form to the Student Services Office. This form may be obtained from the Student Services or online at: www.uhwo.hawaii.edu/pdfs/completewithdrawal.pdf.

In the rare event that a student is physically unable to obtain the appropriate form, the University will accept a signed statement from the student requesting complete withdrawal which indicates the reason for withdrawal. The effective date of withdrawal is the date of the completed

form or statement is received by the Student Services Office. The refund schedule for withdrawals is noted in this catalog in the **Tuition and Fees** chapter.

A student who has completely withdrawn from UH West O‘ahu must reapply to the University to continue in their program of study.

Stopping-Out

Students who do not maintain current student status, that is, those who “stop-out” for at least one semester must reapply for admission to UH West O‘ahu. Students who stop out for one semester may maintain the same catalog year requirements in effect at the time they stopped out. Students who stop-out for more than one semester are subject to the catalog requirements in effect at the time of their readmission to UH West O‘ahu. Students who are readmitted to the University will be considered Returning students and will be required to meet with their Faculty Advisors to review program and graduation requirements in their first semester back at the University.

Leave of Absence

Continuing classified students may apply for a Leave of Absence for a semester if they: 1) have just completed their prior semester at the University of Hawai‘i–West O‘ahu; and 2) are not on academic action (suspension, dismissal). The Petition for Leave of Absence form can be found online at www.uhwo.hawaii.edu/forms or at the Student Services Office. Students should be aware that taking a leave of absence may affect their residency status and their eligibility for financial aid.

Graduation in Absentia

In rare cases, Graduation in Absentia may be granted for students who have unusual, or compelling reasons why they cannot finish their final graduation requirements at UH West O‘ahu. Final credits may be taken with an appropriately accredited institution and transferred back to UH West O‘ahu. Approval must be granted by the Dean of Student Services *prior* to coursework taken in absentia. Requirements must be met within a specified time frame that will be determined with the Dean of Student Services. Failure to meet requirements within this established timeframe will mean that the student must reapply for admission to UH West O‘ahu. Students will be subject to catalog program requirements in effect at the time of readmission. Students who receive approval for Graduation in Absentia must meet all general education, focus, major,

concentration and university requirements, including UH West Oahu’s “residency” requirement of a minimum of 30 credits taken with UH West O‘ahu.

Health Requirements

State public health regulations require that all students enrolling in any of Hawaii’s colleges and universities, submit a certificate indicating that they are free from active tuberculosis. This requirement applies to both part-time and full-time students. The examination for tuberculosis must be performed within twelve (12) months prior to post-secondary school enrollment.

A negative tuberculin skin test is required to certify that there is no active tuberculosis. If the skin test is positive, a chest x-ray will be required. The certificate must be submitted to the Student Services Office as part of the University’s admission requirements.

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

A tuberculin skin test can be obtained at any State Health Center. In the Leeward area, students may obtain skin tests at the Leeward O‘ahu Public Health Office, or the Leeward Health Center in Pearl City. Skin tests are also available at the Lanakila Health Center. Students are advised to call for information regarding service hours. X-rays may also be obtained at the Lanakila Health Center.

Students are also required to provide evidence of immunity to measles (rubeola). Those born before 1957 are assumed to have acquired natural immunity. All others must provide evidence of being vaccinated (MMR – two shot series).

Health insurance coverage is required of all international students.

Student Identification Numbers

The University of Hawai‘i–West O‘ahu uses an eight digit computer generated number for student identification numbers. U.S. citizens should indicate their Social Security number on their application. International students need not have a Social Security number; they will be assigned an identification number by the Student Services Office. See page 11 for additional information on use of social security numbers.

Change of Personal Data or Program

It is the responsibility of the student to report any change of name, address, phone, citizenship or field of study.

Appropriate documentation must be submitted to the Student Services Office. Failure to do so, may result in inaccurate student records, and failure to receive important University announcements. The Student Record Update form is available online at www.uhwo.hawaii.edu/forms or at the Student Services Office.

Students who change their program of study will be required to follow the program requirements in effect at the time the change is made.

PARTICIPATION IN ASSESSMENT EFFORTS

The University in Hawai‘i–West O‘ahu is committed to developing the highest quality educational experience. In order to continue to improve programs and services, students may be required to participate in institutional assessment efforts including university-wide surveys, learning outcome examinations, and projects relating to General Education and/or the student’s major field of study. Individual responses and results will remain confidential. Assessment reports will not include student names, or other personally identifiable information.

COURSE LOAD, CREDITS, GRADES, AND TRANSCRIPTS

Maximum Course Load

University of Hawai‘i–West O‘ahu students may take up to 18 credits in the Fall and Spring semesters. Those who request enrollment of 19 or more credit hours of work in any semester must obtain approval from the Dean of Student Services. Approval for more than 18 credits will not be given at the time of preregistration except for extenuating circumstances and must be approved by the Dean of Student Services.

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

Evaluation and Grades

Grades are awarded for the purpose of recognizing different levels of achievement in the pursuit of course objectives. These grades are interpreted as follows:

Grade Interpretation		
A	Excellent Achievement	4.0
A-		3.7
B+		3.3
B	Above Average Achievement	3.0
B-		2.7
C+		2.3
C	Average Achievement	2.0
C-		1.7
D+		1.3
D	Minimal Passing Achievement	1.0
D-		0.7
F	Failure	0.0
I	Incomplete	0.0
L	Audit	0.0
R	Credit (for Challenge Exams)	0.0
RD	Report Delayed (faculty did not submit grades by deadline)	
W	Withdrawal	0.0

The “W” grade indicates formal withdrawal from a course between the fourth and ninth week of instruction. (See “Change of Registration” section on page 17.)

Individual grade reports are no longer mailed to the student after each semester. Grades may be viewed and/or printed from MyUH Portal at <http://myuhportal.hawaii.edu>. Students should report any grade discrepancies within 10 days of final grades being posted. Grade reports may be requested by the student at the Student Services Office.

Incompletes

With the approval of the instructor, an “I” or incomplete grade may be awarded at the request of the student. An “I” indicates that the student has yet to complete part of the work in the course. Each “I” grade will be reported with a letter grade which indicates student performance in the class at the end of the term. If no further work is submitted by the student by the published deadline, the incomplete will automatically convert to the assigned letter grade (e.g. an “IF” will convert to a grade of “F”). Each student receiving an “I” should contact the instructor to determine what work must be completed to make up the incomplete. Grade changes must be submitted by the instructor to the Student Services Office no later than the

dates specified on the University Academic Calendar. If a grade change is not submitted by deadline, the “I” grade will automatically become the letter grade assigned with the incomplete.

Transcripts

A transcript of course work completed at the University of Hawai‘i–West O‘ahu may be obtained with a written request to the Student Services Office. The cost per copy is \$5.00 for “regular” processing within 10 business days. “Rush” transcripts are \$15.00 per copy and are prepared for mailing within two business days after payment has been processed. Payment must be remitted at the time the transcript request is made. Transcript fees apply to processing time only. Transcripts that are mailed will be sent via US Postal Delivery, first class. Transcripts to be sent to University of Hawai‘i system campuses for admission purposes are sent to the receiving campus at no cost to the student.

Class Attendance

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

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

Repetition of Courses

A student may repeat any course taken at the University, regardless of the grade received. However, in the certification of a degree, credit will be allowed once for a course or courses deemed equivalent. In determining whether the concentration requirement has been met, the higher grade and grade point will be used. The lower grade, however, shall remain on the student’s record and will be calculated into the UH West O‘ahu cumulative grade point average.

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

Transfer Credit

The University of Hawai‘i–West O‘ahu accepts transfer credits only in courses completed at appropriately accredited colleges or universities. Credit will not be given for remedial or developmental courses (i.e., in the University of Hawai‘i system, under 100 level courses). Certain correspondence, occupational, vocational or technical courses may be accepted although they may not be applicable to the chosen program of study.

Transfer credits that meet University of Hawai‘i–West Oahu’s degree requirements will be applied towards the degree; however, not all may satisfy the University’s General Education requirement. Students may be required to earn additional credits in order to meet General Education requirements (see **Academic Programs and Graduation Requirements**). The General Education requirement may also be fulfilled by the completion of an Associate in Arts degree from an appropriately accredited institution.

The University of Hawai‘i–West O‘ahu allows a maximum of 66 lower-division credits (freshman and sophomore level courses or equivalent) and/or a total of 90 transfer credits towards a Bachelor of Arts, Bachelor of Applied Science, or Bachelor of Education degree.

It is the responsibility of the student to notify the Student Services Office to review official transcripts from any of the University of Hawai‘i campuses for re-evaluation of credits earned. The Academic Record Update form is available online at www.uhwo.hawaii.edu/forms or at the Student Services Office. This form should be submitted to the Student Services Office. It is also the responsibility of the student to have all official transcripts sent directly to UH West O‘ahu for coursework taken outside of the University of Hawai‘i system.

Transfer of Upper-Division Credits

A student transferring to the University of Hawai‘i–West O‘ahu from another appropriately accredited college or university may be allowed upper-division transfer credits (junior and senior level courses) for work taken at that institution. Applicability of these credits towards fulfillment of general education, focus, major and/or concentration requirements will be determined by the Student Services Office in conjunction with faculty in the appropriate areas.

It is the responsibility of the student to have all official transcripts of previous college work sent directly to the Student Services Office.

Credit for Prior Learning

The University of Hawai‘i–West O‘ahu encourages and assists students in obtaining college credit for knowledge acquired outside the regular college classroom through independent study, on-the-job training, military service school, or other means. The University believes students should be provided the opportunity to prove their mastery of subject material through “non-traditional” means.

Any student who is accepted and enrolled in the University of Hawai‘i–West O‘ahu and who believes s/he has acquired the equivalent of a course through experience or training may petition the University for the granting of appropriate credit. Students may request an evaluation of their equivalent credit for specific courses during their initial semester. Credits earned by the equivalency method may not be used to satisfy the college residency requirements for graduation.

Students interested in requesting an evaluation for credit based on standardized exam results or military course work should apply at the Student Services Office within their first semester of enrollment. Students requesting credit by examination (Challenge Exams) must do so within their first year of enrollment. Transcripts and other supporting documents are the responsibility of the student. These will be reviewed by the Student Services Office and/or by a faculty who will make the credit recommendation.

The University of Hawai‘i–West O‘ahu recognizes and employs the following means of evaluating equivalent college credit:

- The College Level Examination Program (CLEP) of the College Entrance Examination Board
- The Credit by Examination process (Challenge Exams; fees and tuition as applicable)
- The Military Service School evaluation process (based on guidelines established by the American Council on Education)
- Advanced Placement Examinations

Information regarding fees and tuition (if any), as well as the policies and procedures for obtaining equivalent college credit by the methods listed above is available from the Student Services Office.

DEAN’S LIST

Students who perform at a high academic level will be placed on the Dean’s List for work completed by the end of each semester. To qualify, students must enroll in a minimum of nine credits during the semester. All courses must be completed with a semester grade point average of 3.75 or higher.

ACADEMIC DISTINCTION

The Bachelor of Arts with Distinction will be conferred on those graduates who complete 45 or more upper-division credits at the University of Hawai‘i–West O‘ahu with a minimum cumulative UH West O‘ahu grade point average of 3.75, including courses whose credits were not applicable to the degree.

SATISFACTORY ACADEMIC PROGRESS

To demonstrate satisfactory academic progress, students are expected to maintain at least a 2.0 cumulative grade point average. Students who experience difficulty with their coursework are encouraged to see their faculty advisor or a Student Services advisor for assistance and counseling. Students who are placed on Academic Probation will be required to see the Dean of Student Services or a Student Services advisor for counseling prior to each preregistration and/or registration period. Registration (adds and/or drops) through the MyUH Portal will be prohibited until the student is in good academic standing. Satisfactory academic progress is required for continued enrollment, as well as to maintain eligibility for financial aid and veterans’ benefits.

Individuals who are receiving financial aid as full-time students and international students must complete a minimum of 12 credits per semester, in addition to maintaining a 2.0 cumulative grade point average.

ACADEMIC PROBATION, SUSPENSION, AND DISMISSAL

Students who fail to meet minimum scholastic requirements of the University will be placed on academic probation or be suspended or dismissed. For purposes of measuring this minimum requirement, the grade point

average (GPA) is used. Regulations governing academic probation, suspension and dismissal are applied at the end of the fall and spring semesters.

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

Suspension: A student who is on academic probation with a cumulative or overall GPA below 2.0, and whose current or semester GPA falls below 2.0, will be suspended and denied continued registration for at least one semester. A student who has been academically suspended must reapply to the University of Hawai'i–West O'ahu after a one semester (not including summer session) break.

Students on suspension are encouraged to meet with the Dean of Student Services prior to submitting an application for admission. Reinstatement to UH West O'ahu is not automatic, and must be approved by the Dean of Student Services. A student suspended at the end of the spring semester may enroll in the upcoming summer session. If the student raises the cumulative or overall GPA up to 2.0 after attending the summer session at the University of Hawai'i–West O'ahu, the suspension period may be waived by the Dean of Student Services. Regulations governing academic suspension are applied at the end of each semester. A student who is readmitted after suspension will be placed on Probation after Suspension. Failure to meet the minimum academic requirements for continued enrollment will result in Dismissal.

Dismissal: A student who has been previously suspended will be dismissed, if upon enrollment with UH West O'ahu, the student fails to maintain at least a 2.0 semester GPA. Dismissed students will be readmitted only in unusual circumstances.



Tuition and Fees

TUITION

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

2007-2008 Tuition Schedule

	Resident	Non-resident	Nonresident Pacific Island Jurisdiction
1-11 credits*	\$134.00	\$424.00	\$201.00
12 or more credits	\$1608.00	\$5088.00	\$2412.00

*Tuition is charged per credit, up to 11 credits

NOTE: Pacific Island Jurisdiction includes: 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, and Wallis.

Changes to tuition rates are subject to approval by the University of Hawai'i Board of Regents. Information regarding changes to tuition rates, if any, will be provided as an addendum to this publication. Rates will also be posted on the University's website at: www.uhwo.hawaii.edu. Enrolled students will be notified via the student newsletter, *The West Press*, and through the email student newsletter, *The West Press Express*.

FEES*

Special fees and charges

Application Fee	\$50.00
Diploma.....	\$15.00
Change of Registration Fee (manual processing)	\$ 5.00
Late Registration Fee	
Fall and Spring Terms.....	\$30.00
Summer Session.....	\$50.00
<i>(Assessed when registering for classes during the late registration period)</i>	

Employee Tuition Waiver Administrative Fee

(Summer only) \$25.00

Installment Payment Plan Fee..... \$30.00

(Installment payment plan fee is nonrefundable)

Missed Payment Fee for Installment Plan \$30.00

(Installment payment plan fee is nonrefundable)

Student Activity Fee *(per semester)* \$5.00

Transcript of Record *(10 business days)*..... \$5.00

Transcript of Record *(2 business days Rush)*.....\$15.00

Note: Transcript fees apply to processing time only. Transcripts that are mailed will be sent via US Postal Delivery, first class.

Checks tendered to the University and returned for any cause \$25.00

Challenge Examination.....\$15.00

Special Examination \$10.00

(Assessed for regularly constituted courses at other than the specified times, except for make up examinations.)

Replacement of equipment.....Cost of Item
(Restitution for items broken or lost.)

Application Fee

Applications must be accompanied by an application fee which is nonrefundable. This fee is nontransferable and does not carry credit toward tuition even though the applicant may not be admitted to the University. Applications submitted without this fee will not be processed. The application and fee are valid only for the semester specified on the application. The fee should be paid by check made payable to the University of Hawai'i. (Money orders, cashier's checks, or certified checks are preferred). Applicants should not send currency. Applicants from foreign countries should send international money orders.

Note: Tuition and fees may be subject to change without notice. All tuition and fee charges at the University of Hawai'i campuses, and the tuition refund policy, are subject to change in accordance with requirements of State law and/or action by the University of Hawai'i Board of Regents or the University administration.

DELINQUENT FINANCIAL OBLIGATIONS

All students are expected to meet their financial obligations when due within the University system. These obligations include, but are not limited to, student loan payments, payment for tuition and fees, library fines, restitution for damaged items borrowed from the University and service charges for dishonored checks. Students who fail to remit payments when due will be subject to the rules and regulations governing delinquent obligations adopted by the University of Hawai'i. Obligations incurred at other campuses within the University of Hawai'i system will also affect a student's standing at the University of Hawai'i–West O'ahu.

The University of Hawai'i reserves the right to impose the following sanctions if the student fails to meet any financial obligation within the University system:

1. Denial of further registration;
2. Revocation of all rights and privileges which were conferred by registration or enrollment;
3. Denial of transcripts, diplomas, and other entitlements;
4. Report delinquent amounts, along with other relevant information to credit bureau organizations;
5. Interception of State of Hawai'i income tax refunds;
6. Commence legal action to recover the amount owed, including appropriate interest, collections costs, court costs and attorney's fees; and
7. Contract the services of a collection agency to recover monies owed, including applicable collection costs, court costs and attorney's fees.

PAYMENTS

All tuition and applicable fees must be paid in full by the published deadlines. Payments by credit card (VISA, MasterCard, and JCB), debit card, or webcheck must be made online using the MyUH Portal. Payments may also be made in person at any University of Hawai'i campus Cashier's Office by cash, check, cashier's check, travelers' check, or money order.

Installment Payment Plan

Registered students who cannot pay their tuition and fees in full by the published deadline will be able to sign up online for an installment payment plan. There is a \$30.00 payment plan fee to participate each semester.

This fee is nonrefundable and nontransferable. A missed payment fee will be assessed for late payments and is also nonrefundable and nontransferable. See the MyUH Portal for the most current information.

<http://myuhportal.hawaii.edu>.

UNIVERSITY OF HAWAI'I TUITION REFUND POLICY

Regular Academic Semester Courses (16 week term)

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

1. 100% refund for complete withdrawal or change in status, is made on or before the last day of the late add period (from the 1st to the 12th calendar day from the beginning of instruction).
2. 50% refund if complete withdrawal or change in status or tuition rate is made by the end of the third week of instruction (from the 13th to the 21st calendar day of instruction).
3. No refund if complete withdrawal or change in status or tuition rate is made after the third week of instruction.

Accelerated Courses (less than 16 week terms)

In the event a student who is taking accelerated format classes initiates a complete withdrawal from the University, a change from full-time to part-time status, or a change from one tuition rate to another, tuition and special course fees are refunded as follows:

1. 100% refund PRIOR to the first day of instruction for that accelerated period.
2. 50% refund beginning from the first day of instruction for the accelerated period up to 20% of the calendar days for the course.
3. No refund for courses that are 10 or less calendar days in length.

Calendar days for each accelerated course will differ.

For the exact dates of refunds please consult *The West Press* or check online at: www.uhwo.hawaii.edu/schedule (click on the class CRN).

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

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

Summer Session

For five-week long summer session courses, the following policy applies:

1. 100% refund for complete withdrawal (withdrawal from all classes), OR a change in status within the first two days of the summer term.
2. 50% refund for complete withdrawal (withdrawal from all classes), OR a change in status is made within the third and fourth days of the summer term.
3. No refund for complete withdrawal (withdrawal from all classes), OR change in status after the fifth day of the summer term.

STUDENT ACTIVITY FEE REFUND POLICY

All students will be assessed a \$5.00 activity fee each semester. This fee is waived for students enrolled on the Neighbor Islands. 100% of the student activity fee will be refunded **ONLY** if the student completely withdraws from all University of Hawai'i system campuses. Complete withdrawal from the University of Hawai'i system must be completed on or before the 12th calendar day of the start of the 16 week term (regular semester). For those who register for courses that do not begin until the second or third accelerated periods - there will be no refund of the fee unless a complete withdrawal is processed from all University of Hawai'i system campuses before the 12th calendar day of the start of the 16 week term (regular semester).

REFUNDS FOR FINANCIAL AID RECIPIENTS

Financial aid is awarded to defray educational expenses. As such, withdrawal and/or dropping classes from the University may require the repayment of funds received.

Drop in Credit Load

Enrollment will be monitored for students who receive financial aid assistance. Aid will be adjusted until the semester Census date, prior to the period for withdrawal with a 'W' (approximately the first three weeks of the semester). Students are required to repay any difference, due to enrollment changes. All enrollment changes may affect financial aid. Satisfactory Academic Progress will also be based on your official enrollment at the Census date. A financial obligation (hold) will be placed on the student's account for any financial aid award adjustments. Please refer to the **Delinquent Financial Obligations** in this chapter.

Withdrawal from School

In the event that a student who has been awarded Federal Title IV financial assistance completely withdraws (or stops attending all classes) from the University of Hawai'i—West O'ahu, a Return of Title IV Funds calculation will be completed. The Financial Aid Office will adhere to all Institutional Withdrawal and Refund Policies and Federal requirements.

The Federal Return of Title IV Funds formula requires a student and the institution to return Federal funds if the student completely withdraws or stops attending classes on or before completing 60% of the semester. The percentage of Federal aid to be returned is equal to the number of calendar days remaining in the semester divided by the total number of calendar days in the semester (unearned aid). The order in which the funds will be returned is as follows: Federal Unsubsidized Stafford, Federal Subsidized Stafford, Federal PLUS, Federal Pell Grant, Federal ACG, Federal SEOG.

Any institutional refund due to the student based on the regular UH tuition and fee refund policies will be applied to the institutional share of the refund. If the UH refund does not equal the amount of the institutional share of the refund to the Federal financial aid program, the student will be billed for the amount which is not covered.

In the event a student receives both Federal financial assistance **and** a tuition waiver (Native Hawaiian,

Chancellor's Award, or Regents/Presidential Scholarship) the student shall be required to repay the prorated value of the tuition waiver that the University may have had to pay to the Federal programs.

Students who completely withdraw from the University of Hawai'i–West O'ahu must reapply for admission, submitting a current application form and application fee. A copy of the University's Complete Withdrawal Policy for Financial Aid Recipients is mailed to all students receiving financial assistance and is available at the Student Services Office.

RESIDENCY REGULATIONS FOR TUITION PURPOSES

Students who do not qualify as bona fide residents of the State of Hawai'i, according to the University of Hawai'i regulations in effect at the time they register, must pay nonresident tuition. An official determination of residency status will be made at the time of application and applicants may be required to provide additional documentation to verify residency status. Once classified as a nonresident, a student will continue to be a nonresident during his/her term at the University until he/she can present satisfactory evidence that proves otherwise. A nonresident student shall be presumed to be in Hawai'i primarily to attend an institution of higher learning.

Some of the more pertinent University residency regulations are noted below. For additional information or interpretation, contact the Student Services Office.

Generally, adult (19 and over) and minor (under 19) students are deemed residents of the State of Hawai'i for tuition purposes if the adult student, or in the case of minor students, their parents or legal guardians, have:

- 1) demonstrated intent to reside permanently in Hawai'i,
- 2) been physically present in Hawai'i for at least 12 consecutive months prior to the first day of instruction for the semester and subsequent to the demonstration of intent to make Hawai'i his/her legal residency, and
- 3) the student, whether an adult or minor, has not been claimed as a dependent for tax purposes for at least 12 consecutive months preceding the first day of instruction by his/her parents or guardians who are not legal residents of Hawai'i.

Some of the criteria for establishing Hawai'i residency are:

1. Filing Hawai'i Resident State Income Tax Returns
2. Voting or registering to vote in the State of Hawai'i

3. Permanent employment in Hawai'i
4. Ownership of a dwelling in Hawai'i
5. Other such criteria which may apply

NO SINGLE ACT IS SUFFICIENT TO ESTABLISH RESIDENCY IN THE STATE OF HAWAII'I.

Filing a Hawai'i State Resident Income Tax Return and registering to vote in the State of Hawai'i are probably the two most important indices for establishing intent. Being enrolled at the UH West O'ahu is insufficient as evidence of residency. Other legal factors involved in making a residency determination include:

1. The 12 months of continuous residence in Hawai'i shall begin on the date that the first overt action is taken to make Hawai'i the permanent residence.
2. Residency in Hawai'i and residency in another state or country cannot be held simultaneously.
3. Presence in Hawai'i primarily to attend an institution of higher learning does not create resident status.
4. The residency of unmarried students who are minors follows that of the parents or legal guardian. Marriage emancipates a minor.
5. 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, or while a student at any institution of learning, provided that Hawai'i is claimed and maintained as the person's legal residence.

Additionally, nonresident students who are newly admitted to the University of Hawai'i may be affected by a change in the University of Hawai'i's policy regarding nonresident status for tuition purposes. The policy is in accordance with Chapter 20-4-8, Hawai'i Administrative Rules which states: "Presence in Hawai'i primarily to attend an institution of higher education shall not create resident status. A nonresident student shall be presumed to be in Hawai'i primarily to attend an institution of higher learning...Continued presence in Hawai'i during vacation periods and occasional periods of interruption of the course of study shall not in itself overcome this presumption."

Nonresident students who enter any campus of the University of Hawai'i may not be allowed to change his/her residency status from nonresident to resident during

any period in which she or he:

1. is enrolled for six (6) or more credits at any institution of higher learning in Hawai'i;
2. was absent from Hawai'i for more than 30 days per year during school vacation periods;
3. received student financial aid assistance based on residency in another state; or
4. was a dependent of nonresident parent(s) or legal guardian.

Statutory Exemptions

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

1. United States military personnel and their authorized dependents during the period such personnel are stationed in Hawai'i on active duty.
2. Members of the Hawai'i National Guard and Hawai'i-based Reserves.
3. Full-time employees of the University of Hawai'i and their spouses and legal dependents (as defined under Internal Revenue Service rules).
4. East-West Center student grantees pursuing baccalaureate or advanced degrees.
5. Hawaiians, descendants of the aboriginal peoples that inhabited the Hawaiian Islands and exercised sovereignty in the Hawaiian Islands in 1778.
6. Citizens of 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.

Appeal Process

Residency decisions may be appealed by contacting the Student Services Office for information on how to initiate an appeal **before** registering for classes.

Misrepresentation

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

UNIVERSITY OF HAWAI'I EMPLOYEE TUITION WAIVER

University of Hawai'i employees who are employed half-time or more, or spouses and domestic partners of employees in bargaining units 07 and 08, who register for credit courses offered through any unit of the University of Hawai'i are exempt from the payment of tuition and fees up to a maximum of six credits per semester in accordance with Board of Regents Policy 6-11. Employee tuition waivers will be honored only during the late registration period (once instruction begins). Any tuition and fees in excess of the six credits must be paid for by the student. During the summer, there is a \$25.00 administrative fee. No refunds will be made.

The taxability of tuition waivers is governed by the Internal Revenue Code (IRC) section 117. The value of this tuition waiver may be taxable to the employee. Tuition waivers are not taxable for employees and employee spouses for education below graduate level. Please consult with your tax advisor if you have further questions. For more information regarding the employee tuition waivers, please check: www.hawaii.edu/ohr/docs/forms/waiver.htm.



STUDENT SERVICES

ORIENTATION AND OTHER INFORMATION

Orientation

All new students should participate in an orientation session before their initial semester begins at the University. Orientation covers academic and other support services offered to students, where to get information on deadlines, registration, clarification on degree/program requirements, and other student-related activities. Students will be informed of the time and place of orientation in their admissions packet. Students who attend orientation will be allowed early entry in the registration system.

Email Notices/Addresses

Email is an official means of communication for University-related business. The University will periodically send notices to students through email. The email notices will be sent only to “hawaii.edu” accounts. Students are responsible for retrieving their email on a regular basis. The email will post to students MyUH Portal “homepage”. Students are strongly encouraged to check their email on a regular basis. Email may be “bounced” or redirected to a preferred internet provider address. However, the University will not be responsible for delivery of messages to addresses redirected from “hawaii.edu.” Please contact Student Services for information on obtaining an email account and/or redirecting email.

Student Newsletter

The University of Hawai‘i–West O‘ahu publishes *The West Press*, a newsletter that is mailed to all students on a regular basis. It is also available on the University of Hawai‘i–West Oahu’s website at: www.uhwo.hawaii.edu/westpress/. This newsletter provides students with relevant information regarding University activities, deadlines and other events pertinent to student interests and goals. Students and faculty who have contributions to share are encouraged to submit them to the Student Services Office.

As a supplement to the printed copy of *The West Press*, Student Services will periodically send out an email newsletter called *The West Press Express*. This newsletter

will provide reminders on refund deadlines, university activities/events, notice of course cancellations, or other notices of interest to students.

Participation in Assessment Efforts

The University of Hawai‘i–West O‘ahu is committed to developing the highest quality educational experience. To continue to improve programs and services, students may be required to participate in institutional assessment efforts including university-wide surveys, learning outcome examinations, and projects relating to General Education and/or the student’s major field of study. Individual responses and results will remain confidential. Assessment reports will not include student names, or other identifying information.

Writing Assessment Exam

All transfer students are required to take the Writing Assessment Exam (WAE), which will assess their writing skills upon entry into UH West O‘ahu. Students who pass this placement exam will be waived from taking HUM 310 Writing Skills. The WAE will be offered periodically throughout the semester and summer term. Dates for the WAE tests will be announced in the student newsletter, *The West Press*, posted on campus bulletin boards, sent as an email newsletter *The West Press Express*, and on the UH West Oahu’s Writing and Learning Center’s website at: homepages.uhwo.hawaii.edu/~writing/writing_exam.

Housing

On-campus housing/dormitory facilities are not available at the University of Hawai‘i–West O‘ahu. However, the University of Hawai‘i Off-Campus Housing (OCH) referral program is a referral service provided by the University of Hawai‘i. The University of Hawai‘i does not currently own, or operate any of these off-campus facilities. Registered or admitted students and faculty or staff at any of University of Hawai‘i campus may utilize this service. Currently, there is no fee to list, or view any of the ads on this website www.housing.hawaii.edu/och. Students, faculty and staff are required to use their University of Hawai‘i username to gain access to the listing database. Admitted students who have not been

assigned a username may request one at www.hawaii.edu/account. Rental/leasing agreements are worked out directly with listed landlords. The University of Hawai'i does not investigate, endorse, or guarantee the accuracy of any listing referrals, the quality of the facility listed, nor the companies and firms listed on the Off-Campus Housing website. Any agreement entered into is solely between or amongst the involved parties. A listing on this website does not indicate University approval or endorsement of any kind. The Off-Campus Housing Program will not be able to secure an apartment or rental on your behalf.

HEALTH REGULATIONS

State public health regulations require that all persons enrolling in any of Hawaii's colleges/universities submit a certificate indicating that they are free from active tuberculosis. This requirement applies to both part-time and full-time students. The examination for tuberculosis must be performed within twelve (12) months prior to post-secondary school enrollment.

A negative tuberculin skin test is required to certify that there is no active tuberculosis. If the skin test is positive, a chest x-ray will be required. The certificate must be submitted to the Student Services Office as part of the University's admission requirements.

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

A tuberculin skin test can be obtained at any State Health Center. In the Leeward area, students may obtain skin tests at the Leeward O'ahu Public Health Office in the Waipahu Civic Center, or the Leeward Health Center in Pearl City. Skin tests are also available at the Lanakila Health Center. Students are advised to call for information regarding service hours. X-rays may also be obtained at the Lanakila Health Center.

Students are also required to provide evidence of immunity to measles (rubeola). Those born in or before 1957 are assumed to have acquired natural immunity. All others must provide evidence of being vaccinated. State Department of Health regulations require a two-shot series for the MMR (measles, mumps and rubella).

Health insurance coverage is required of all international students.

ACADEMIC ADVISING

The University of Hawai'i–West O'ahu believes that students function best in an intimate learning environment in which they are active contributors to their own educational planning. Such planning includes identifying individual educational goals and objectives, as well as future career and educational plans. On admission, incoming students are assigned to a faculty advisor based on their intended program of study. New and Returning students are required to meet with their faculty advisor during their first semester of enrollment at UH West O'ahu. Registration for the next semester will be prohibited until a meeting has been verified. While only the first semester's meeting is mandatory, students are encouraged to continue to meet or contact their faculty advisor at least once each semester, prior to preregistration or registration. Faculty advisors are an excellent source of information on academic planning, career/professional development, and admissions to graduate programs. It is highly recommended that students maintain regular contact with their academic advisors.

If a student's interest shifts to another academic program, the student must report the change of program, in writing, to the Student Services Office. A new faculty advisor may then be assigned. Student Services advisors are also available for academic advising and graduation requirement checks.

STAR Degree Check

Students are ultimately responsible for ensuring that their graduation requirements have been met. The STAR degree check is a tool that enables students to monitor in "real time" General Education, Focus, major, concentration, and grade point average requirements. STAR also provides advising information on courses that can be utilized to fulfill a requirement, and advising notations from Student Services or faculty advisors. Go to <http://myuhportal.hawaii.edu> and click on the link to "STAR Degree Check". Students who are thinking of switching majors, or have more than two programs may use the "What If" function to see what requirements will need to be completed for the new program(s).

CAREER SERVICES*

The Career Services Office at the University of Hawai‘i–West O‘ahu offers students guidance, support and resources for life-long career development. Through classes, workshops, and individual and group advising, students are provided support services that help to clarify career goals, and planning for the transition to graduate school, the workplace, or the next step in their career path.

Career advising is available through in-person meetings, phone conferences, web network conferencing, and email. Students are also encouraged to talk with their faculty advisors and with representatives from graduate school programs and businesses to decide how best to achieve their academic and career goals. Monthly and weekly notices of workshops, classes and other events will be posted on the Career Services website at www.uhwo.hawaii.edu/career2, through *The West Press*, and through the email newsletter, *The West Press Express*, as well as being posted on bulletin boards on campus.

**Funded by a U. S. Department of Education Title III Grant.*

STUDENT GOVERNMENT

In 1986, the students of the University of Hawai‘i–West O‘ahu organized a formal student government. Known as the Associated Students of the University of Hawai‘i–West O‘ahu (ASUHWO), the governing organization’s primary purpose is to plan and provide a variety of cultural, educational, and social extracurricular activities that are responsive to the interests and needs of the University of Hawai‘i–West O‘ahu students. Campus administration may consult with ASUHWO for recommendations to proposed policies. Elections are held once a year in the spring semester. ASUHWO consists of four executive positions and seven senators who represent the academic divisions and each class level.

All students enrolled for credit and who have paid their student activity fee are considered to be members of ASUHWO, and participation in the organization and its activities is strongly encouraged.

Those with specific interests may organize special interest clubs under the auspices of the student government. ASUHWO provides assistance and support to UH West Oahu’s student organizations as needed.

ALUMNI ASSOCIATION

The University of Hawai‘i–West O‘ahu Alumni Association was chartered in 1984 to promote goodwill and fellowship among its members and the University. Key objectives of the Alumni Association are to support and assist the University of Hawai‘i–West O‘ahu in pursuing its goals, and increasing community awareness of the University’s role. Besides UH West O‘ahu graduates, all currently enrolled students, as well as any individual interested in supporting the University, are welcome to join and participate in association activities. A Student Services Specialist serves as advisor to the organization and may be contacted through the Student Services Office for further information.

FINANCIAL AID*

Financial assistance in the form of scholarships, grants, loans, and employment is available to students. Most types of assistance are awarded on the basis of need, and are restricted to those who have never earned a bachelor’s degree. To apply for any need-based aid, students must complete the Free Application for Federal Student Aid (FAFSA) and send it to the federal processor. The form is available in the Student Services Office and on the internet at: www.fafsa.ed.gov. Applicants may also be required to furnish the University with documents verifying their financial circumstances, such as copies of theirs and/or their parents’ federal income tax return, as well as other forms or documentation.

Students are encouraged to apply early. It is recommended that those who require financial assistance for the fall semester apply by April 1. For the spring semester, students should apply by October 1. Priority for need-based financial aid will be given to the students who are verified to have the most need, and who meet the application deadline. For applications received after the deadline, aid will be awarded on a first-come, first-served basis, subject to the availability of funds.

Eligibility for assistance is contingent on the applicant: 1) being a classified student, and 2) maintaining satisfactory academic progress. A copy of the University of Hawai‘i–West O‘ahu Financial Aid Satisfactory Academic Progress Policy is available at the Student Services Office or online at <http://www.uhwo.hawaii.edu/satisfactory>.

**Note: Regulations for financial aid programs are subject to change.*

Scholarships

Scholarships are awarded on the basis of merit, academic performance, and/or financial need.

Centennial Scholarship Program: This program applies to students entering the university starting with the fall of 2007. Criteria includes: be a Hawai'i resident; graduate from a Hawai'i high school in May 2007 or later; a high school GPA of at least 3.8, or 1800 score on the three-part SAT Reasoning Test (or a 27 composite score on the ACT) at the time of application to UH West O'ahu; be admitted, and will attend as a freshman in the fall semester after graduation; and will enroll as a full-time student at UH West O'ahu (12 or more credits). For additional details please visit www.hawaii.edu/centennialscholarship.

Chancellor's Award*: This award acknowledges academic achievement, leadership, and community service. Criteria includes: at least half-time enrollment (a minimum of 6 credits); freshman must have a High School GPA of at least 3.75; transfer students must have a transfer GPA of at least 3.75; continuing or returning students must have a cumulative UH West O'ahu GPA of at least 3.75.

Charles E. Hemenway Scholarship*: Demonstrated financial need (completion of FAFSA required); character and qualities indicative of good citizenship; resident of Hawai'i; enrolled at least half-time (a minimum of 6 credits); and have a minimum GPA of 2.0.

Hawai'i Veterans Memorial Fund*: Demonstrated financial need (completion of FAFSA required); character and qualities indicative of good citizenship; commitment to serve Hawai'i and its people; resident of Hawai'i; full-time enrollment (12 or more credits); and a minimum GPA of 2.75.

Native Hawaiian Tuition Waiver*: Demonstrated financial need (completion of FAFSA required); Native Hawaiian ancestry as determined by the UH System Application (admission application); resident of Hawai'i; and must be enrolled at least half-time (a minimum of 6 credits).

Osher Reentry Scholarship Fund*: The purpose of the Osher Reentry Scholarship Fund is to provide scholarships for tuition costs to assist reentry students between the ages of 25-50, whose collegiate studies have been interrupted by circumstances beyond their control for approximately five years, and who are resuming their studies to complete their first undergraduate

baccalaureate degree in any area of study.

Ralph Miwa Memorial Scholarship*: Established in 1994 in the memory of Dr. Ralph Miwa, who was instrumental in the founding of the University of Hawai'i–West O'ahu (formerly West O'ahu College) and served as chancellor from 1976-1986. Criteria includes: be a classified student at UH West O'ahu enrolled at least half-time (at least 6 credits); completion of at least 12 credits at UH West O'ahu with a GPA of at least 3.75.

Ruth E. Black Scholarship*: This award is available to classified students enrolled at least half-time (at least 6 credits). Student must be in good academic standing and demonstrate the potential for academic growth and achievement. Preference shall be given to sons and daughters of engineers, contractors and construction workers.

State of Hawai'i B Plus Scholarship: For Hawai'i high school students who graduate from a local high school in the Spring of 2006 or later, GPA of at least a 3.0, must be a resident of Hawai'i with exceptional financial need (eligible for a Federal Pell Grant), and at least half-time enrollment (at least 6 credits).

**Scholarship requires a separate application. Applications are available at least one month prior to the scholarship deadline at the University of Hawai'i–West Oahu's Student Services Office, or online at www.uhwo.hawaii.edu/scholarship*

Grants

Grants are a form of aid that does not need to be repaid. Eligibility is determined based on financial need.

Academic Competitiveness Grant: A federal grant for students with exceptional financial need (eligible for a Federal Pell Grant) and graduated from high school after January 2005. Must have completed a "rigorous secondary school program," as designated by the state in which the student resided when completing the program. Eligible recipients will receive awards of up to \$750 for the first academic year of study and up to \$1,300 for the second academic year of study from this federally-funded gift program. Full-time enrollment (12 or more credits) is required.

Federal Pell Grant: A federal grant for students with exceptional financial need and have not earned their first baccalaureate degree. To qualify for a Pell Grant, you must be enrolled at least half-time (at least 6 credits). In some cases, less than half-time students may qualify. Award amounts, based on a student's Expected

Family Contribution (EFC), are determined by the U.S. Department of Education based on congressional funding.

Federal Supplemental Education Opportunity Grant: A federal grant for students with exceptional financial need (eligible for a Federal Pell Grant) and must be enrolled at least half-time (6 credits). Award amount varies.

Leveraging Educational Assistance Partnership Grant (LEAP): A federal grant program with matching state funds. Must be a resident of Hawai'i with exceptional financial need (eligible for a Federal Pell Grant) and enrolled at least half-time. This award is also known as Hawai'i Student Incentive Grant. Award amount varies.

University of Hawai'i Opportunity Grant: A university grant program for students with financial need intended to protect the access of low-income students to higher education. To be eligible for an Opportunity Grant, an individual must: have demonstrated financial need (completion of FAFSA required); be a resident of Hawai'i; classified undergraduate student; enrolled at least half-time (6 credits); continuing students must be making satisfactory academic progress, per federal guidelines. Award amount varies.

Loans

Loans are borrowed monies that must be repaid with interest.

Federal Subsidized Stafford Loan: A fixed interest rate loan at 6.8% beginning July 1, 2006 awarded to undergraduates and graduates who demonstrate financial need. This loan is funded by a bank, credit union or any other organization that participates in the Federal Family Education Loan Program (FFELP). The federal government pays the interest on the loan until repayment begins and/or while you are in deferment. There may be an origination and/or guarantee fee. Please check with your lender for more information.

Federal Unsubsidized Stafford Loan: Typically awarded to undergraduates and graduates who do not demonstrate financial need, but may also be used to supplement a Subsidized Stafford loan. The federal government does not pay for the interest on this loan; you are responsible for the accrued interest from the time of disbursement until repayment in full. However, you have the option of capitalizing your loan until repayment begins, having it accrue interest while you are in school and having that accrued interest added to the principal loan amount. The terms for the unsubsidized Stafford loan are the same as those for the subsidized Stafford loan. There may be an

origination and/or guarantee fee. Please check with your lender for more information.

Federal PLUS loan: A federal loan for parents with good credit histories of dependent, undergraduate students enrolled at least half time (six credits). The PLUS loan has a fixed interest rate of 8.5% beginning July 1, 2006. Parents may borrow up to the cost of attendance minus any other financial aid. Repayments usually begin 60 days after the final loan disbursement for the academic year. There may be an origination and/or guarantee fee. Please check with your lender for more information.

Short-Term Loan: No interest, short-term loans are available to help students meet their educational expenses (other than tuition) under emergency circumstances. Short-term loans must be repaid within 30 days.

Student Employment

Federal Work Study (FWS) Program: Part-time employment is available for students who qualify based on financial need and who are enrolled on at least a half-time basis. The primary area of FWS jobs are in the community service area (tutoring elementary school aged children, disability services, service learning coordinator).

On-Campus Employment: Part-time employment at the University is available to students enrolled for at least a half-time basis and in good academic standing. To view job opportunities at UH West O'ahu and other UH campuses, visit the University of Hawai'i Student Employment & Cooperative Education (SECE) website at www.hawaii.edu/sece. Positions are also advertised at the Student Services Office and in the University publications, *The West Press* and through the campus email newsletter, *The West Press Express*.

Off-Campus Employment: Notices of off-campus employment opportunities are posted on the bulletin board in the Student Services Office.

Repayment Requirements

Financial aid is awarded to defray educational expenses (including living costs while attending school). The complete withdrawal from all courses within a term may require the repayment of funds disbursed, as well as the return of tuition refunds as stated in the section **Refunds for Financial Aid Recipients** in the **Tuition and Fees** chapter of this catalog. The amount of financial aid funds required to be returned (repaid) to the University will be

calculated based on the last date of attendance in classes as indicated on the University's Complete Withdrawal Form, or the last documented date of attendance in classes. If this date cannot be precisely determined (e.g., if the instructor does not regularly take attendance), the last date of attendance will be approximated from other indices, such as the last exam or quiz taken, or the last assignment submitted.

Any student who does not successfully complete the academic term for which federal financial aid has been awarded may be ineligible to keep the full package of aid. Only that portion of aid which corresponds to the period of enrollment completed, may be retained by the student. Please refer to the section **Refunds for Financial Aid Recipients** in the **Tuition and Fees** chapter of this catalog. A copy of the University's Refund/Withdrawal Policy for Students Receiving Federal Financial Aid is mailed to all financial aid recipients and is available at the Student Services Office.

Aid for UHWO Graduates

UH West O'ahu Alumni Association Scholarship:

Applicants for this \$1,000 award must have earned a baccalaureate degree from UH West O'ahu with a minimum cumulative 3.5 GPA, be accepted or enrolled in a graduate degree program, and be a member of the UHWO Alumni Association. Availability of the application material will be announced in the UH West O'ahu Alumni Association newsletter, the student newsletter, *The West Press* and through the campus email newsletter, *The West Press Express*.

Barbara Newton Memorial Scholarship: This scholarship was established in memory of the late Dr. Barbara Newton, UH West Oahu's first Psychology professor. Applicants must have earned a concentration in Psychology at UH West O'ahu and have been accepted to, or currently enrolled in a graduate program in Psychology. The amount of the award and the number of awards made may vary. Selection is based on academic merit and the applicant's statement of purpose. Applications are available at the Student Services Office and from the Psychology faculty.

VETERANS AFFAIRS

Veterans' Benefits

The University is approved for veterans' training, and eligible students may receive financial assistance as

provided for by the Veterans' Readjustment Benefits Act and the War Orphans' Assistance Act.

Under the regulations of the Department of Veterans Affairs, benefits accruing to the student vary with the course load. Determination of the benefits a student is eligible for is made by the Department of Veterans Affairs.

Enrollment Certification

Veterans or family members of veterans registering at the University of Hawai'i-West O'ahu for the first time under any of the various Federal veterans' bills should present a Certificate of Education and Training or a Certificate of Eligibility and Entitlement. An Enrollment Certification will be forwarded to the Department of Veterans Affairs only after a student has submitted official transcripts of all previous college course work and has submitted in writing a request for Veterans Affairs certification.

Only courses directly applicable to the student's program of study may be certified for benefits. Students must consult a Student Services advisor each semester to insure that their proposed schedule of courses will qualify for payment and to be certified for benefit payments.

Academic Standards of Progress

Academic regulations apply equally to the veteran-student and the non-veteran student at the University of Hawai'i-West O'ahu. For the purpose of guiding veteran-students toward successful completion of degree requirements, policies and procedures have been established in accordance with Veterans Affairs directives. It is the responsibility of all students to acquaint themselves with the academic policies and procedures listed elsewhere in the catalog.

A veteran-student who enrolls in courses and does not attend on a regular basis, withdraws, or fails courses enrolled in, except for extenuating circumstances, will be considered progressing unsatisfactorily and the Department of Veterans Affairs will be notified.

Records

The Department of Veterans Affairs will be informed when:

1. Appropriate credit is given for comparable work completed for previous educational training.
2. A veteran-student changes his/her enrollment status.
3. A veteran-student is placed on academic probation.
4. A veteran-student is in violation of the attendance policy.

ACADEMIC PROGRAMS AND GRADUATION REQUIREMENTS

Students who choose to study at the University of Hawai‘i–West O‘ahu have elected to attend a university with an emphasis on the liberal arts and a professional studies curriculum. UH West Oahu’s programs place major emphasis on quality instruction and on individual student learning. There are multiple opportunities for interaction with peers and faculty.

The organization and philosophy of the University assumes that students will take an active part in establishing their educational goals and in planning their educational programs. It is hoped that in attaining their goals, students will take full advantage of UH West Oahu’s setting to give full expression to their ideas and insights along with other members of this academic community.

MAJORS AND CONCENTRATIONS

The University of Hawai‘i–West Oahu’s curriculum offers three Baccalaureate degrees: a Bachelor of Arts with four majors: Business Administration, Humanities, Public Administration, and Social Sciences; a Bachelor of Education; and a Bachelor of Applied Science. Each major within the degrees requires students to choose a concentration, or area of study. The requirements for each degree assure the attainment of both breadth and depth of knowledge in the chosen field. Although briefly covered here, details of each degree and concentration are described in more detail in other chapters of this catalog.

1. *The Bachelor of Arts in Business Administration*, housed in the Division of Professional Studies, offers two concentrations, in Accounting or General Business Administration. All students pursuing Business Administration are required to take core courses which form the foundation of the major, and to complete a capstone course (i.e., Senior Project or Administrative Practicum).

2. *The Bachelor of Arts in Humanities* offers concentrations in Hawaiian-Pacific Studies, History, English, or Philosophy. Students gain breadth in the Humanities by taking six credits in one field that complements the concentration. For example, a student who selects History as their concentration must also take six credits in either English, Philosophy or Hawaiian-Pacific Studies. Students are also required to take the Humanities Basic courses which integrate knowledge from several disciplines. Although not required, Skills courses related to study in the Humanities may be included in the student’s educational program. All students majoring in the Humanities are required to complete a capstone course (i.e. Senior Project or Practicum).

3. *The Bachelor of Arts in Public Administration* is housed in the Division of Professional Studies. Students may choose a concentration in General Public Administration or Justice Administration. All students majoring in Public Administration are required to take core courses and complete a capstone course (i.e., Senior Project or Administrative Practicum). A Homeland Security Certificate in Disaster Preparedness and Emergency Management, and a Certificate in Health Care Administration are also offered and may be completed independently or along with the BA degree.

4. *The Bachelor of Arts in Social Sciences* offers concentrations in Anthropology, Applied Track, Early Childhood Education, Economics, Political Science, Psychology, or Sociology. In addition to required courses in the concentration, students also gain breadth in the social sciences by taking an additional nine credits from one area of a complementary social science field. For example, a student who chooses a concentration in Psychology must complete nine credits in one of the following areas: anthropology, sociology, political science, or economics. Social sciences Basic courses, which integrate knowledge from several disciplines, and/or skills courses, related to study in the social sciences must also be completed.

All students majoring in Social Sciences are required to complete a capstone course (i.e., Senior Project or Senior Practicum). Certificates in Substance Abuse and Addictions Studies, Interdisciplinary Environmental Studies, and Applied Forensic Anthropology may be completed independently or with the BA degree.

5. *The Bachelor of Education* currently offers one concentration in Elementary Education (K-6). Building on a strong general education foundation, the concentration offers coursework in Pre-professional Education and Professional Education (EDEE 400-level). Additionally, students gain breadth of knowledge in a 15 credit hour block of Restricted Electives that is comprised of coursework from a single discipline or a multi-disciplinary field of study. For example, students completing the Associate of Arts in Teaching (AAT) degree at Leeward Community College, will meet this requirement by completing the education courses in the AAT. Education (EDEE) coursework across the curriculum is field-based. Teacher candidates gain first-hand experience working in elementary classrooms at one of West Oahu's partner Professional Development Schools. The program culminates in a 15 week Student Teaching (capstone course) semester that encompasses a Contemporary Ethical Issues (E Focus) seminar.



6. *The Bachelor of Applied Science* is designed to meet the academic and professional needs of students who have earned two-year technical or professional degrees (i.e. Associate of Science) from one of the University of Hawai'i Community Colleges. This degree will provide an interdisciplinary core knowledge base that will serve as a shared foundation for a variety of AS programs. The objectives for the Bachelor of Applied Science degree are to prepare students to meet the changing standards in various skilled occupations and to address state workforce needs. The degree has been designed to be sufficiently flexible to allow for some variance in the degree requirements and the number of credits required for each concentration. This ensures that students in markedly different fields obtain sufficient grounding in the core applied science coursework, the necessary theoretical and specialized knowledge in their concentration area, and in general education core and focus requirements. All concentrations within this degree will culminate in a capstone course (i.e. Senior Project or Practicum) which reflects their area of interest. Concentration areas are currently being developed in partnership with the UH West O'ahu and the University of Hawai'i Community Colleges.

GRADUATION REQUIREMENTS

Candidates for a degree from the University of Hawai'i–West O'ahu must be enrolled at UH West O'ahu the semester they apply for graduation and must satisfy the following requirements for graduation:

- General Education core (Foundations and Diversification) and Focus requirements: (Hawaiian Asian Pacific Issues, Oral Communication, Contemporary Ethical Issues and Writing-Intensive) requirements.
- Major and Concentration requirements
- Credit requirements
- Grade point average (GPA) requirements

1. General Education and Focus Requirements for Freshman Students admitted Fall 2007:

The University of Hawai'i–West O'ahu adopted specific General Education requirements and will offer 100- and 200-level courses for the first time in Fall 2007. Freshman students admitted to UH West O'ahu for Fall 2007 will be required to complete the newly adopted General Education requirements. The General Education core requirements consist of two components: foundations

and diversification requirements. Focus requirements are university/graduation requirements required of all students. Certification of course work completed to meet general education requirements will be made by the Student Services Office. Questions on the applicability of course work should be directed to Student Services.

A. General Education Core Requirements:

1. Foundations requirements: 12 credits
 - a. Written Communication (FW): 3 credits (Eng 100) Placement into Eng 100 is determined by scores on the COMPASS placement test. Please contact the Student Services Office for details on how to take this test.
 - b. Symbolic Reasoning (FS): 3 credits (Math 103) Placement into Math 103 is determined by scores on the COMPASS placement test. Please contact the Student Services Office for details on how to take this test.
 - c. Global and Multicultural Perspectives (FG): 6 credits, from two different groups. Courses that fulfill Foundations requirements may not be used to fulfill other General Education requirements.
 1. Group A: Primarily before 1500 CE
 2. Group B: Primarily after 1500 CE
 3. Group C: Pre-history to present
2. Diversification Requirements: 19 credits
 - a. Arts, Humanities and Literature (DA, DH, DL): 6 credits from two different areas.
 - b. Social Sciences (DS): 6 credits from two different areas.
 - c. Natural Sciences (DB, DP, DY): 7 credits with 3 credits from the biological sciences (DB), 3 credits from the physical sciences (DP) and 1 credit of laboratory (DY).

B. Focus Requirements:

1. Hawaiian, Asian, and Pacific Issues (H): 1 course
2. Oral Communication (O): 1 course
3. Contemporary Ethical Issues (E): 1 course
4. Writing-Intensive: 9 credits at the upper-division level. A minimum of six credits must come from coursework outside of the capstone course.

Courses that are designated Writing-Intensive (WI), Oral Communication (O) and Contemporary Ethical Issues (E) will be identified each semester in the printed Schedule of Courses, through the MyUH Portal

registration system, and online at www.uhwo.hawaii.edu/schedule.

2. General Education Requirements for Transfer Students:

A student who has earned an Associate of Arts (AA) degree at one of the University of Hawaii's community colleges or at a regionally accredited institution shall be accepted as having fulfilled the General Education Core (Foundations and Diversification) requirements.

A transfer student admitted to UH West O'ahu without an AA degree, who has earned credits within the University of Hawai'i system prior to Fall 2007, will be evaluated for completion of General Education and Focus requirements on a course-by-course basis. Student transcript records will be evaluated under either the General Education requirements as described in Section 1, or under General Education requirements in effect prior to Fall 2007. Certification of course work completed to meet General Education requirements will be made by the Student Services Office. Questions on the applicability of course work should be directed to Student Services.

A. General Education Requirements prior to Fall 2007:

1. Humanities and Language Arts: Eighteen semester hours selected from at least three different areas in the Humanities and Language Arts. Appropriate areas include but are not limited to: Art (non-studio courses), English, History, Language, Music (nonstudio/performance courses), Philosophy, Religion and Speech.



2. Social Sciences: Fifteen semester hours selected from at least three different areas in the Social Sciences. Appropriate areas include but are not limited to: Anthropology, Economics, Ethnic Studies, Cultural Geography, Political Science, Psychology, Sociology, and Education.
3. Mathematics and Natural Sciences: Twelve semester hours selected from courses in Biology, Chemistry, Computer Science (programming), Geology, Geophysics, Mathematics, and Physics. A minimum of three semester hours must be earned in the natural sciences and a minimum of three semester hours must be earned in mathematics.

3. Major and Concentration Requirements: Students seeking a degree must complete a minimum number of upper-division credits in one major as follows:

A. Business Administration

1. Twenty-seven credits in Business core courses, including capstone course (Senior Project or Administrative Practicum);
2. Twelve credits in a concentration: Accounting or General Business Administration;
3. HUM 310 Writing Skills, or if waived through equivalent coursework or by a passing score on the Writing Assessment Exam, three upper-division credits in the Humanities; and
4. Upper-division electives (as required to meet the minimum 54 upper-division credits for graduation).

B. Humanities

1. Six credits in Humanities Basic courses;
2. Twenty-four credits in a concentration (Hawaiian Pacific Studies, History, English, or Philosophy,) including the capstone course (Senior Project or Humanities Practicum);
3. Six credits in one additional Humanities field (Complementary area);
4. HUM 310 Writing Skills or, if waived through equivalent coursework or with a passing score on the Writing Assessment Exam, three upper-division elective credits; and
5. Upper-division electives (as required to meet the minimum 54 upper-division credits for graduation).

C. Public Administration

1. Twenty-seven credits in Public Administration core courses, including the capstone course (Senior Project or Administrative Practicum);

2. Twelve credits in a concentration: General Public Administration or Justice Administration;
3. HUM 310 Writing Skills or, if waived through equivalent coursework or with a passing score on the Writing Assessment Exam, three upper-division elective credits;
4. Three upper-division credits from an approved list of social sciences electives; and
5. Upper-division electives (as required to meet the minimum 54 upper-division credits for graduation).

D. Social Sciences

1. Nine credits in Social Sciences Basic and Skills courses;
2. Twenty-one credits in one Social Science concentration, including the capstone course (Senior Project or Social Sciences Practicum) as applicable to the concentration;
3. Nine credits in one additional Social Science concentration (complementary area);
4. HUM 310 Writing Skills or, if waived through equivalent coursework or with a passing score on the Writing Assessment Exam, three upper-division elective credits; and
5. Upper-division electives (as required to meet the minimum 54 upper-division credits for graduation). Early Childhood Education students must take Social Science electives from areas outside of Early Childhood Education coursework and the area chosen for the Complementary area.

E. Bachelor of Education: Elementary Education

1. 21 credits in the Pre-professional Teacher Education program;
2. HUM 310 Writing Skills or, if waived through equivalent coursework or with a passing score on the Writing Assessment Exam, three upper-division elective credits;
3. 15 credits in a Restricted Elective field; and
4. 44 credits in the 400-level series for the Professional Teacher Education, including the capstone course (Professional Student Teaching Semester and Seminar).

4. Credit Requirements: The minimum requirement for the Bachelor's degree is 120 credits of applicable college-level work.

- A. Of these 120 credits, a minimum of 54 must be earned in upper-division courses, or courses in the 300 and 400 series.

- B. Residency requirement: A minimum of 30 credits must be earned “in residence” through courses taken at the University of Hawai‘i–West O‘ahu. Credits earned through “credit by examination” or other equivalency may not be used to fulfill the residency requirement.
- C. The maximum number of credits from lower-division courses, and credit/no credit courses applicable to this requirement are as follows:
 - 1. From a community college, or other lower-division program, 66 transferable college-level credits; and
 - 2. From credit/no credit courses, 24 transferable college-level credits.

5. Grade Point Average (GPA) Requirements: Three grade point averages (GPA), each 2.0 or higher, are required for graduation:

- A. Bachelor of Arts and Bachelor of Applied Science:
 - 1. An average GPA of 2.0 or higher based on all courses completed in the area of concentration (concentration GPA).
 - 2. An average GPA of 2.0 or higher based on all courses completed at the University of Hawai‘i–West O‘ahu (cumulative GPA);
 - 3. An average GPA of 2.0 or higher based on all courses completed at the University of Hawai‘i–West O‘ahu and all other colleges/universities (overall GPA).
- B. Bachelor of Education: B.Ed. GPA requirements are based on licensure requirements.
 - 1. A minimum 2.5 cumulative/overall GPA is required for entry into the 400-level Professional Teacher Education coursework.
 - 2. A minimum GPA of 2.75 cumulative based on completed EDEE courses at the University of Hawai‘i–West O‘ahu is required for admission to the Professional Student Teaching semester.
 - 3. An average GPA of 2.0 or higher based on all courses completed at the University of Hawai‘i–West O‘ahu and all other colleges/universities (overall GPA).

WRITING ASSESSMENT FOR TRANSFER STUDENTS

The University of Hawai‘i–West O‘ahu requires all transfer students to take a two-hour Writing Assessment Examination (WAE). The WAE is scheduled periodically throughout the calendar year. Dates and times for the WAE are published in the student newsletter *The West Press*, sent as email notification to all current students through *The West Press Express* and posted on the website of the UH West O‘ahu Writing and Learning Center at www.uhwo.hawaii.edu/writingcenter. Click on the Writing Assessment Exam link.

Students residing on islands other than O‘ahu can arrange to take the WAE through the University Centers at Kaua‘i Community College, Maui Community College, the University Center at West Hawai‘i, Hawai‘i Community College, and the Moloka‘i and Lana‘i Education Centers. Links to these University Centers are available through the Distance Education web page of the UH West O‘ahu website at: www.uhwo.hawaii.edu/distriblearning.

Students who receive a score of E (exempt) on the WAE are exempt from taking HUM 310 Writing Skills, and are eligible to enroll in upper-division WI courses at UH West O‘ahu. Students who receive a score of N (not exempt) on the WAE are required to complete HUM 310 Writing Skills, with a passing grade (D or better), before enrolling in any upper-division writing-intensive (WI) course taken at UH West O‘ahu.

Students who are required to take HUM 310 are strongly encouraged to complete this course early in their junior year. Students who have completed a 200-level expository writing course that includes a research component, and received a grade of “C” or better in that class, may be exempt from the WAE and HUM 310. In the University of Hawai‘i system the following 200-level courses are acceptable: ENG 200, 215 or 210. Titles of these courses may vary from campus to campus. Students may contact the Student Services Office for further information on the applicability of their 200-level expository writing course towards the fulfillment of this requirement.

Writing Intensive Requirement

Courses that are designated Writing-Intensive (WI) will be identified each semester in the printed Schedule of Courses, through the MyUH Portal registration system, and online at: www.uhwo.hawaii.edu/schedule.

Students are required to complete a minimum of nine credits of WI coursework at the upper-division level to meet graduation requirements. Three of these WI credits will be earned through Capstone or a Senior Project, Practicum, Administrative Practicum, or equivalent course. A minimum of six credits must be earned through coursework other than Capstone. Students who have transferred upper-division WI credits, as denoted on their official transcripts, should consult a Student Services advisor to determine how many WI credits must be completed to meet focus requirements at UH West O'ahu.

No student may take a WI course from UH West O'ahu without first receiving a satisfactory score on the Writing Assessment Examination or having satisfactorily completed HUM 310 or equivalent.



Writing and Learning Center

UH West Oahu's Writing and Learning Center, located in room B-108, is open approximately 20 hours a week, both day and evenings, to provide students, faculty, and staff with assistance on all aspects of writing. Trained staff is on hand to help students and others begin a writing project, focus on a topic, develop a thesis, organize a research plan, create an outline, and review drafts of written work. The Writing and Learning Center also offers approximately 20 hours a week of tutoring in accounting, economics, statistics, and oral communication. Peer tutors are available to help students understand concepts of descriptive and inferential statistics, correlation and linear regression, and procedures for formulas used in calculations. In addition, tutoring is available in techniques of Powerpoint presentations and effective methods for oral presentations. Tutoring in accounting, economics, statistics, and writing is also available online through the Writing and Learning Center's website at: www.uhwo.hawaii.edu/writingcenter.

DEGREE ALTERNATIVES

It is possible for students entering the University of Hawai'i–West O'ahu with a Bachelor's degree from another college or university to earn a second Bachelor's degree in a different academic field. It is also possible for students working toward their first Bachelor's degree at the University of Hawai'i–West O'ahu to declare two majors for dual Bachelor's degrees. In cases where a student selects more than one concentration under the same major, only one degree will be awarded (e.g. a major in Social Sciences with a concentration in Psychology and Sociology). Students interested in these options must consult with a Student Services advisor.

COMMENCEMENT

Students who are nearing completion of their academic program must submit an application for graduation at the beginning of their final semester to receive their degrees. Deadline dates for graduation applications are printed in the student newsletter *The West Press*, sent via the email newsletter *The West Press Express*, and in the Academic Calendar of this catalog. Degrees are formally conferred at a commencement ceremony conducted at the end of the fall and spring semesters. Participants are required to wear caps

DIVISION OF HUMANITIES

LEARNING OUTCOMES

To insure educational quality and curricular coherence, the University of Hawai‘i–West O‘ahu has identified standards appropriate for Humanities students. Students at UH West O‘ahu are expected to apply certain educational skills towards mastering material in an academic major and concentration. These skills are listed in a set of Divisional and Concentration Learning Outcomes.

Divisional Learning Outcomes

Graduates with a major in Humanities from UH West O‘ahu should be able to:

- Describe the history, philosophical ideas, and aesthetic production of their cultures and the cultures of others.
- Analyze and test ideas within their fields of concentration.
- Demonstrate relationships of ideas both within the humanities, and between the humanities and other fields.
- Employ the vocabulary and concepts from their fields of concentration.
- Use insights drawn from literature, history, and philosophy to reflect critically on issues of life and society.
- Show progress in articulating their own philosophical, ethical, and aesthetic approach to living and working.

Concentration Learning Outcomes

Graduates with a concentration in **English** from UH West O‘ahu should be able to:

- Identify and distinguish the genres in literature.
- Analyze literature using the vocabulary, theories, and techniques of the field.
- Demonstrate how literature helps them to develop insight into human character, including their own.

Graduates with a concentration in **Hawaiian-Pacific Studies** from UH West O‘ahu should be able to:

- Identify the major island groups in the Pacific and their basic physical traits (e.g., atolls, isolated small high islands, continental islands of some size).
- Demonstrate a basic overview knowledge of Pacific peoples’ history and cultures.

- Demonstrate an in depth knowledge of specific aspects of the culture of the Hawaiian people, and/or the cultures of Pacific Islanders (such as art, contemporary literature, traditional literature, traditional culture, contemporary culture, history in traditional times, or history in more contemporary times).
- Find, research, and analyze source materials relevant to specific Hawaiian-Pacific topics (such as contemporary literature, traditional literature, art, oral history, archaeology, history, contemporary economies, or current issues).
- Clearly present research findings with supportive evidence (in writing or orally) on specific Hawaiian-Pacific Studies issues.

Graduates with a concentration in **History** from UH West O‘ahu should be able to:

- Explain the causes of significant events in history.
- Analyze historical developments in Europe, the Americas, Asia, and the Pacific.

Graduates with a concentration in **Philosophy** from UH West O‘ahu should be able to:

- Articulate a critical understanding of, and appreciation for the ideas and systems of thought that have influenced cultures and societies.
- Employ this understanding for critical reflection on their own cultural and individual belief systems.

GENERAL INFORMATION

The Division of Humanities provides students with the option of concentrating in Hawaiian-Pacific Studies, History, English, or Philosophy. To complement the concentration, students must take courses in one additional Humanities concentration. The major in the Humanities also requires that basic courses be taken. Basic courses are designed to introduce the student to the broad concepts and ideas explored in the Humanities. Skills courses, which offer the student an opportunity to improve skills such as communication, research and analyses associated with study in the Humanities, may be taken as electives.

Students are required to complete the Writing Assessment Examination (WAE) with a score of E (exempt). Those students receiving a score of N (not exempt) on the WAE are required to complete HUM 310 Writing Skills with a passing grade. In addition, students must complete a minimum of nine credits of upper-division Writing-Intensive courses, including HUM 486 Senior Project or HUM 490 Humanities Practicum.

HUMANITIES MAJOR REQUIREMENTS

Students majoring in the Humanities should complete 36 credits as follows:

1. Six credits in Humanities Basic courses;
2. Twenty-four credits in either Hawaiian-Pacific Studies, History, English, or Philosophy, including HUM 486 Senior Project or HUM 490 Humanities Practicum; and
3. Six credits in one additional Humanities concentration.

Humanities students are encouraged to select electives from the Social Sciences, Business Administration, and Public Administration.

Humanities Basic and Skills Requirements

Certain basic skills are associated with study in the Humanities. Students are encouraged to develop competency in library research, and in the analysis and criticism of humanistic works.

Students majoring in Humanities must take a minimum of six credits in Humanities Basic courses. Basic courses are designed to introduce the student to the concepts guiding the evolution of the Humanities and recent developments that are likely to determine its future. HUM 304 Hawaiian-Pacific Traditions is required for students concentrating in Hawaiian-Pacific Studies.

Besides HUM 310 Writing Skills, which is required of those students who received a grade of N (not exempt) on the Writing Assessment Examination (WAE), students may elect to take Humanities skills courses. Such courses should be taken based on the individual student's competency goals.

Humanities Basic Courses

- HUM 301 Studies in the Western Tradition
- HUM 302 Studies in the Eastern Tradition
- HUM 303 Comparative Traditions: Eastern and Western
- HUM 304 Hawaiian-Pacific Traditions

Humanities Skills Courses

- HUM 310 Writing Skills
- HUM 311 Creative Writing
- HUM 390 Teaching Writing

Humanities Experiential Learning Courses

The Humanities Practicum (HUM 490) or Senior Project (HUM 486) should be planned as an integral part of the student's educational plan and should complement knowledge acquired in more formal learning experiences. Only when students are sufficiently well prepared in their chosen field to benefit from experiential learning should they elect off-campus learning experiences such as those provided in the Practicum or Senior Project.

HUMANITIES ACADEMIC CONCENTRATIONS

English (ENG)

For students with a concentration in **English**, 36 credits are required including:

1. HUM 486 Senior Project or HUM 490 Humanities Practicum
2. Six credits chosen from the Humanities Basic Courses:
 - HUM 301 Studies in the Western Tradition
 - HUM 302 Studies in the Eastern Tradition
 - HUM 303 Comparative Traditions: Eastern and Western
 - HUM 304 Hawaiian-Pacific Traditions
3. ENG 300 Methods of Literary Interpretation
4. Six credits from the Survey Cluster:
 - ENG 320 World Literature (topics will vary)
 - ENG 330 Early British Literature
 - ENG 331 17th & 18th Century British Literature
 - ENG 332 19th Century British Literature
 - ENG 333 20th Century British Literature
 - ENG 340 Early American Literature
 - ENG 341 19th Century American Literature
 - ENG 342 20th Century American Literature

5. Six credits from the Theme Cluster:
 - ENG 380 Multicultural & Postcolonial Literature
 - ENG 401 Existentialism & the Human Condition
 - ENG 410 The Bible as Literature
 - ENG 441 Gender & Sexuality in Literature & Film
 - ENG 470 Literature as History
 - ENG 476 Contemporary Literature of the Pacific
 - ENG 478 Hawaiian Mythology II
 - ENG 479 Hawaiian Mythology I
 - ENG 481 Plantation Fictions
6. Six credits from the Film Cluster:
 - ENG 360 Literature and Film
 - ENG 361 History of Film
 - ENG 362 Genres and Directors
7. Six credits from one additional area of Humanities (Complementary Area).
8. Additional courses in the concentration as recommended for inclusion in the student's educational plan based on specific competency goals established by the student. Courses may be used only once to fulfill cluster, concentration, or elective requirements towards graduation.
 - ENG 320 World Literature (topics will vary)
 - ENG 330 Early British Literature
 - ENG 331 17th and 18th Century British Literature
 - ENG 332 19th Century British Literature
 - ENG 333 20th Century British Literature
 - ENG 340 Early American Literature
 - ENG 341 19th Century American Literature
 - ENG 342 20th Century American Literature
 - ENG 360 Literature and Film
 - ENG 361 History of Film
 - ENG 362 Genres and Directors
 - ENG 380 Multicultural & Postcolonial Literatures
 - ENG 401 Existentialism and the Human Condition
 - ENG 410 The Bible as Literature
 - ENG 441 Gender & Sexuality in Literature & Film
 - ENG 470 Literature as History
 - ENG 476 Contemporary Literature of the Pacific
 - ENG 477 Polynesian and Micronesian Mythology
 - ENG 478 Hawaiian Mythology II
 - ENG 479 Hawaiian Mythology I
 - ENG 480 Contemporary Literature of the Pacific
 - ENG 481 Plantation Fictions
 - ENG 496 Selected Topics in Literature and Film (v)
 - ENG 499 Directed Reading and Research (v)

Hawaiian-Pacific Studies (HPST)

Hawaiian-Pacific Studies is the study of the Hawaiian people and culture and of other Pacific Islanders and their cultures. There is a large number of Pacific Island societies scattered across the vast Pacific Ocean. Regions of the Pacific include Australia, Melanesia, Micronesia, and Polynesia - with Hawai'i being part of Polynesia. The societies of the Pacific have their own unique histories, languages, cultures, literature, arts, social structure, architecture, and contemporary issues. This program offers a wide array of courses on Hawai'i and the Pacific Islands, enabling the student to gain an overview of the Pacific peoples and an in-depth knowledge of specific aspects of the cultures of Hawai'i and the Pacific. These courses come from a variety of disciplines. Students in this concentration have used their degree in careers in various K-12 education and counseling fields. The concentration is also a stepping-stone to graduate school programs in a variety of disciplines such as history, folklore, art history, anthropology, education, Hawaiian Studies and Pacific Island Studies.

For students with a concentration in **Hawaiian-Pacific Studies**, 36 credits are required including:

1. HUM 486 Senior Project or HUM 490 Humanities Practicum
2. Six credits in Humanities Basic Courses:
 - HUM 304 Hawaiian-Pacific Traditions, **and** three additional credits in one of the following:
 - HUM 301 Studies in the Western Tradition
 - HUM 302 Studies in the Eastern Tradition
 - HUM 303 Comparative Traditions: Eastern and Western
3. Three credits chosen from the Oral Traditions Cluster:
 - HPST 477 Polynesian and Micronesian Mythology
 - HPST 478 Hawaiian Mythology II
 - HPST 479 Hawaiian Mythology I
4. Three credits chosen from the Literature Cluster:
 - HPST 476 Contemporary Literature of Hawai'i
 - HPST 480 Contemporary Literature of the Pacific
5. Three credits chosen from the History Cluster:
 - HPST 384 Hawai'i from European Contact to the Overthrow
 - HPST 471 Polynesia Before European Contact
 - HPST 482 Pacific Islands
 - HPST 483 Archaeology of Hawai'i
 - HPST 488 Twentieth Century Hawai'i
6. Six credits from one additional area of Humanities (Complementary Area)

7. Additional courses in the discipline as listed below (Courses may be used only once to fulfill cluster, concentration, or elective requirements towards graduation):
- HPST 311 Hawaii's Economy
 - HPST 326 Hawaiian and Pacific Environments
 - HPST 330 Science and Technology in Pre-Contact Hawai'i
 - HPST 342 Indigenous Peoples and Modernity
 - HPST 350 Pacific Islands Cultures
 - HPST 380 Field Archaeology (v)
 - HPST 381 Hawai'i Politics
 - HPST 384 Hawai'i from European Contact to the Overthrow
 - HPST 437 Pacific Archaeology
 - HPST 456 Peoples of Hawai'i
 - HPST 461 Traditional Art of Hawai'i
 - HPST 462 Traditional Art of the Pacific
 - HPST 471 Polynesia Before European Contact
 - HPST 474 Economies of the Pacific Basin
 - HPST 476 Contemporary Literature of the Pacific
 - HPST 477 Polynesian and Micronesian Mythology
 - HPST 478 Hawaiian Mythology II
 - HPST 479 Hawaiian Mythology I
 - HPST 480 Contemporary Literature of the Pacific
 - HPST 482 Pacific Islands
 - HPST 483 Archaeology of Hawai'i
 - HPST 488 Twentieth Century Hawai'i
 - HPST 495 Research Methods (topics will vary)
 - HPST 496 Selected Topics in Hawaiian-Pacific Studies (v)
 - HPST 499 Directed Reading and Research (v)



History (HIST)

For students with a concentration in **History**, 36 credits are required including:

1. HUM 486 Senior Project or HUM 490 Humanities Practicum
2. Six credits chosen from Humanities Basic Courses:
 - HUM 301 Studies in the Western Tradition
 - HUM 302 Studies in the Eastern Tradition
 - HUM 303 Comparative Traditions: Eastern & Western
 - HUM 304 Hawaiian-Pacific Traditions
3. A minimum of one course from each of the following areas in History (Courses may be used only once to fulfill cluster, concentration, or elective requirements towards graduation):
 - a. American History
 - HIST 318 Asian American History
 - HIST 374 American Intellectual History
 - HIST 393 U.S. Military History
 - HIST 461 The British in America: 1607-1763
 - HIST 462 The Formative Years: U.S. History 1763-1841
 - HIST 463 U.S. History 1840-1920
 - HIST 464 The Triumph of Mass Culture: The United States Since 1920
 - HIST 466 The United States in the Pacific
 - HIST 470 Literature as History
 - b. Asian History
 - HIST 306 History of Southeast Asia
 - HIST 311 Chinese Culture
 - HIST 312 Modern China
 - HIST 318 Asian American History
 - HIST 321 Japanese Culture
 - HIST 322 Modern Japan
 - HIST 328 Modern Korea
 - c. European History
 - HIST 338 Modern European History
 - HIST 354 History of Russia
 - HIST 433 Middle Ages, 300-1300 A.D.
 - d. Hawaiian-Pacific History
 - HIST 384 Hawai'i from European Contact to the Overthrow
 - HIST 471 Polynesia before European Contact
 - HIST 482 Pacific Islands
 - HIST 483 Archaeology of Hawai'i
 - HIST 488 Twentieth Century Hawai'i
4. Six credits from one additional area of Humanities (Complementary Area).

5. Additional courses in the concentration listed below.
Courses may be used only once to fulfill cluster, concentration, or elective requirements towards graduation.

HIST 306	History of Southeast Asia
HIST 308	Science and the Modern Prospect
HIST 311	Chinese Culture
HIST 312	Modern China
HIST 318	Asian American History
HIST 321	Japanese Culture
HIST 322	Modern Japan
HIST 328	Modern Korea
HIST 338	Modern European History
HIST 354	History of Russia
HIST 374	American Intellectual History
HIST 384	Hawai'i from European Contact to the Overthrow
HIST 393	U.S. Military History
HIST 433	Middle Ages, 300-1300 A.D.
HIST 461	The British in America: 1607-1763
HIST 462	The Formative Years: U.S. History 1763-1841
HIST 463	U.S. History 1840-1920
HIST 464	The Triumph of Mass Culture: The United States Since 1920
HIST 466	The United States in the Pacific
HIST 470	Literature as History
HIST 471	Polynesia Before European Contact
HIST 482	Pacific Islands
HIST 483	Archaeology of Hawai'i
HIST 488	Twentieth Century Hawai'i
HIST 496	Selected Topics in History (v)
HIST 499	Directed Reading and Research (v)

Philosophy (PHIL)

For students with a concentration in **Philosophy**, 36 credits are required, including:

1. HUM 486 Senior Project or HUM 490 Humanities Practicum
2. Six credits chosen from the Humanities Basic Courses:
HUM 301 Studies in the Western Tradition
HUM 302 Studies in the Eastern Tradition
HUM 303 Comparative Traditions: Eastern and Western
HUM 304 Hawaiian-Pacific Traditions
3. Nine credits from the following courses:
PHIL 300 Ancient Philosophy
PHIL 301 Modern Philosophy
PHIL 470 Studies in Asian Philosophy
4. Six credits from one additional area of Humanities (Complementary Area).
5. Additional courses in the concentration as recommended for inclusion in the student's educational plan based on specific competency goals established by the student. Courses may be used only once to fulfill concentration, or elective requirements towards graduation.
PHIL 302 Political Philosophy
PHIL 308 Science and the Modern Prospect
PHIL 310 Understanding Contemporary Philosophy
PHIL 311 Philosophy of Law
PHIL 325 Philosophy of Economics
PHIL 401 Existentialism and the Human Condition
PHIL 402 Historical and Philosophical Foundations of Modern Psychology
PHIL 435 The Religious Dimension of Human Life
PHIL 439 Philosophy and Film
PHIL 481 Ethics and Administration
PHIL 482 Environmental Ethics
PHIL 496 Selected Topics in Philosophy (v)
PHIL 499 Directed Reading and Research (v)

Division of Professional Studies

LEARNING OUTCOMES

To insure educational quality and curricular coherence, the University of Hawai‘i–West O‘ahu has identified standards appropriate for Professional Studies students. Students at UH West O‘ahu are expected to apply certain educational skills towards mastering material in an academic major and concentration. These skills are listed in a set of Divisional and Concentration Learning Outcomes.

Divisional Learning Outcomes

Graduates with a major in Business Administration or a major in Public Administration from UH–West O‘ahu should be able to:

- Demonstrate critical thinking, research, and communication skills as applied to the public and private sectors.
- Explain the cross-cultural context of public and private institutions operating in a global environment.
- Manage diversity issues within an organizational framework.
- Identify major issues in today’s public and private institutions.
- Demonstrate the integrative knowledge, skills, and ethics necessary for responsible administrative, management and leadership positions.
- Demonstrate the management, legal, ethical, and behavioral skills for effective job performance and career mobility.

Concentration Learning Outcomes

Graduates with a concentration in **Accounting** from UH West O‘ahu should be able to:

- Apply the accounting skills necessary to accumulate and summarize financial information for decision making.
- Analyze, evaluate, and report financial information to the appropriate individuals and organizations.

Graduates with a concentration in **Business**

Administration from UH West O‘ahu should be able to:

- Explain, apply, and practice principles of sound business management.
- Analyze, evaluate, and provide solutions to business problems, using concepts from management, marketing, accounting, and finance.

Graduates with a concentration in **Justice Administration** from UH West O‘ahu should be able to:

- Apply the principles of justice administration to local, state, and federal judicial systems.
- Identify and evaluate problems, policy dilemmas, and solutions in justice administration.

Graduates with a concentration in **General Public**

Administration from UH West O‘ahu should be able to:

- Apply the principles of effective public sector management.
- Identify and evaluate the problems, policy dilemmas, and solutions in public administration.

GENERAL INFORMATION

The Division of Professional Studies provides students with the option of earning a bachelor degree in Business Administration (BABA) or Public Administration (BAPA). Students pursuing a program in Business Administration may concentrate in Accounting or in General Business Administration. Students pursuing a program in Public Administration may concentrate in Justice Administration or in General Public Administration. A certificate in Disaster Preparedness and Emergency Management and a certificate in Health Care Administration are also available.

Students pursuing either the BABA or BAPA must take core courses in their area of study, including an experiential learning course and courses in their respective areas of concentration.

Students are required to complete the Writing Assessment Examination (WAE) with a score of E (exempt). Students receiving a score of N (not exempt) on the WAE are required to complete HUM 310 Writing Skills with a passing grade. Students must complete a minimum of nine credits of upper-division,

Writing-Intensive (WI) course work, including Senior Project or Administrative Practicum. A minimum of six WI credits must come from course work other than Senior Project (486) or Administrative Practicum (490).

It is highly recommended that students consult with a faculty advisor before beginning course work.

BUSINESS ADMINISTRATION

The Bachelor of Arts in Business Administration (BABA) prepares students for management roles in business. Students receive a solid foundation in business objectives and processes. All BABA students are provided with an understanding of the perspectives that form the context of business, including ethical and global issues; the influence of political, social, legal, regulatory, environmental, and technological issues; and the impact of demographic diversity on organizations.

Students who choose to study general business will receive a broad educational experience that will be relevant to many functional areas in the private or public sector, or self-employment or entrepreneurship. Those who choose the accounting concentration will receive the educational foundation for entry to a wide range of accounting and business careers, including a path to public accounting as a Certified Public Accountant (CPA).

With the BABA, students will be well prepared to pursue advanced degrees such as the Master of Business Administration or Accountancy at graduate schools.

BUSINESS ADMINISTRATION MAJOR REQUIREMENTS

Students pursuing the Bachelor of Arts in Business Administration must complete the following:

1. Core Coursework: Twenty-one credits are required.
 - a. Eighteen credits in Business:
 - BUSA 300 Principles of Marketing
 - BUSA 312 Intermediate Financial Accounting I
 - BUSA 320 Statistics for Decision-Making
 - BUSA 321 Business Finance
 - BUSA 345 Management Information Systems
 - BUSA 386 Global Management and Organizational Behavior
 - BUSA 435 Strategic Planning

- b. Capstone requirement: Three credits from one of the following, to be taken in the senior year:
 - BUSA 486 Senior Project, **or**
 - BUSA 490 Administrative Practicum, **or**
 - BUSA 494 Small Business Institute Supervised Field Study
2. Twelve credits in the area of Concentration (either General Business Administration or Accounting)
3. Six credits of Economics at the lower-division level:
 - ECON 130 Introduction to Microeconomics
 - ECON 131 Introduction to Macroeconomics
4. HUM 310 Writing Skills. (If HUM 310 is waived, another three-credit Humanities course must be taken in place of it.)

Students in the Neighbor Island distributed learning program for Business Administration or Accounting should review the program requirements listed in the **Distributed Learning and Other Programs** chapter.

NOTE: It is strongly recommended that students take a course in business law for both General Business Administration and Accounting. Business law is also a topic on the Certified Public Accountant exam.

BUSINESS ADMINISTRATION ACADEMIC CONCENTRATIONS

Accounting (ACC)

Students with a concentration in Accounting will complete twelve credits, chosen from the following:

- BUSA 313 Intermediate Financial Accounting II
- BUSA 318 Intermediate Managerial Accounting
- BUSA 319 Tax Concepts
- BUSA 414 Governmental Accounting
- BUSA 415 Auditing
- BUSA 416 Accounting Information Systems
- BUSA 418 Advanced Accounting
- BUSA 419 Corporate and Partnership Tax
- BUSA 496 Selected Topics in Business Administration (Accounting Topics) (v)
- BUSA 499 Directed Reading and Research (v)

General Business Administration (BUSA)

Students with a concentration in General Business Administration will complete twelve credits with a minimum of three credits from the Accounting, Economics and Marketing clusters. The last three credits may come from any BUSA designated class (coursework not used for core, capstone or cluster requirements):

Accounting Cluster

- BUSA 313 Intermediate Financial Accounting II
- BUSA 318 Intermediate Managerial Accounting
- BUSA 319 Tax Concepts
- BUSA 414 Governmental Accounting
- BUSA 415 Auditing
- BUSA 416 Accounting Information Systems
- BUSA 418 Advanced Accounting
- BUSA 419 Corporate and Partnership Tax
- BUSA 496 Selected Topics in Business Administration (Accounting Topics)

Economics Cluster

- ECON 300 Intermediate Macroeconomic Theory
- ECON 301 Intermediate Microeconomic Theory
- ECON 302 Managerial Economics

Marketing Cluster

- BUSA 304 Consumer Behavior
- BUSA 305 Advertising and Promotion Management
- BUSA 364 Retailing Management
- BUSA 408 International Marketing

PUBLIC ADMINISTRATION

The Bachelor of Arts in Public Administration (BAPA) prepares students for supervisory and management roles in the public sector. Students will receive a solid foundation in public sector practices and processes complemented by coursework in the social sciences. All BAPA students will receive a fundamental understanding of, and appreciation for, public sector management practices and administrative procedures. With the BAPA, students will have the preparation to pursue graduate degrees in varied programs, such as Public Administration, Criminal Justice, Urban and Regional Planning, Management Science, and others.

Students who choose to study General Public Administration will be prepared for government service at the local, state, and national levels. For those already working in the field, this program will provide the opportunity to more fully develop management, legal, and behavioral skills for more effective job performance and greater career mobility.

Those who choose to pursue the Justice Administration concentration will have the educational foundation to pursue career paths in justice-related fields. Those already employed in the field may upgrade their knowledge and professional skills.

PUBLIC ADMINISTRATION MAJOR REQUIREMENTS

Students pursuing a degree in Public Administration must complete the following:

1. Twenty-four credits of core courses:
 - PUBA 306 Principles of Public Administration
 - PUBA 310 Research Methods in the Public Sector
 - PUBA 313 Communication Skills for Administrators
 - PUBA 340 Administrative Decision-Making
 - PUBA 341 Statistics for Decision-Making in Public Administration or SSCI 310 Applied Statistics I, or BUSA 320 Statistics for Decision-Making
 - PUBA 351 Human Resources Administration
 - PUBA 414 Public Communication Campaigns
 - PUBA 475 Administrative Law
2. Capstone Requirement: At least three credits in one of the following, to be taken in the senior year:
 - PUBA 486 Senior Project, **or**
 - PUBA 490 Administrative Practicum
3. Twelve credits in the area of concentration
4. HUM 310 Writing Skills
5. Three credits from the following approved list of social science electives:
 - ANTH 459 Forensic Investigations
 - ANTH 460 Advanced Techniques in Forensic Anthropology
 - ECON (any course at the upper-division level)
 - POLS 316 Constitutional Law
 - POLS 330 American Politics
 - PSY 353 Conflict Resolution
 - PSY 371 Abnormal Psychology
 - PSY 373 Counseling Skills
 - PSY 474 Culture and Mental Illness
 - PSY 475 Psychology of Healing
 - PSY 480 Organizational Behavior
 - SOC 329 Organizations, Individuals, and Society
 - SOC 334 Deviant Behavior
 - SOC 411 Aging in Mass Society
 - SOC 431 Juvenile Delinquency
 - SOC 434 Criminology

PUBLIC ADMINISTRATION ACADEMIC CONCENTRATIONS

Justice Administration (JAD)

Students with a concentration in **Justice Administration** must complete PUBA 409 Legal Foundations of Justice Administration, and nine credits chosen from the following:

- PUBA 305 Managing Criminal Justice Agencies
- PUBA 309 Criminal Law and Procedures
- PUBA 315 Survey Techniques for Administrators
- PUBA 316 Constitutional Law
- PUBA 320 Correctional Administration
- PUBA 321 Probation, Parole, and Community-Based Corrections
- PUBA 322 Issues in Community Policing
- PUBA 324 Media, Violence, and Crime
- PUBA 326 Ethical Dilemmas in Criminal Justice
- PUBA 355 Labor-Management Relations
- PUBA 406 Contemporary Problems of Justice Administration in America
- PUBA 410 Issues in Criminal Investigation
- PUBA 411 Emergency Management and Disaster Preparedness
- PUBA 431 Juvenile Delinquency
- PUBA 434 Criminology
- PUBA 435 Domestic Violence
- PUBA 461 Social Dimensions of Disaster Response
- PUBA 496 Selected Topics in Public Administration (Justice Administration Topics)
- PUBA 499 Directed Reading and Research

NOTE: Students from Honolulu Community College who transfer to UH West O'ahu after completing the Associate of Applied Science degree in Administration of Justice under the terms of the UH West O'ahu and Honolulu Community College Articulation Agreement will be waived from certain requirements for the BAPA with a concentration in Justice Administration. Students who fall under this agreement should consult a Faculty Advisor or a Student Services Advisor prior to beginning their program.

General Public Administration (PUBG)

Students with a concentration in **General Public Administration** must complete twelve credits, chosen from the following courses:

- PUBA 301 Health Care Administration
- PUBA 302 Health Policy, Politics, and Law
- PUBA 303 Financial Concepts in Health Management
- PUBA 307 Community Health Analysis
- PUBA 312 Bureaucratic Politics
- PUBA 315 Survey Techniques for Administrators
- PUBA 330 Computer Skills for Administrators
- PUBA 352 Comparative Public Administration
- PUBA 355 Labor-Management Relations
- PUBA 367 Labor-Management Relations in the Public Service
- PUBA 406 Contemporary Problems of Justice Administration in America
- PUBA 411 Emergency Management and Disaster Preparedness
- PUBA 446 Contemporary Issues in Health Care
- PUBA 460 Environmental Policy Planning and Administration
- PUBA 461 Social Dimensions of Disaster Response
- PUBA 462 Disaster Recovery and Business Continuation
- PUBA 463 Disaster Recovery and Hazard Mitigation
- PUBA 464 Terrorism and Emergency Management
- PUBA 470 Program Planning and Evaluation
- PUBA 480 Organizational Behavior
- PUBA 481 Ethics and Administration
- PUBA 496 Selected Topics in Public Administration
- PUBA 499 Directed Reading and Research

CERTIFICATE IN DISASTER PREPAREDNESS AND EMERGENCY MANAGEMENT (DPEM)

Completion of the 18-credit cluster of courses below will lead to a certificate in Disaster Preparedness and Emergency Management (DPEM). These courses have been chosen because they meet the national standards established by the United States Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA) Higher Education project. The goal is to provide DPEM practitioners with a broad range of administrative skills and knowledge that are ideally suited to meet the critical needs of DPEM administrators. This certificate can be earned as a self-standing credential and may also be used as part of the Bachelor of Arts degree in Public Administration (BAPA) for those concentrating in General Public Administration.

Students with a concentration in Justice Administration may use only PUBA 411 Emergency Management and Disaster Preparedness and PUBA 461 Social Dimensions of Disaster Response towards their concentration requirements. The additional 12 credits for the certificate may be used as electives.

Courses required for the certificate are:

- PUBA 411 Emergency Management and Disaster Preparedness
- PUBA 460 Environmental Policy Planning and Administration
- PUBA 461 Social Dimensions of Disaster Response
- PUBA 462 Disaster Recovery and Business Continuation
- PUBA 463 Disaster Recovery and Hazard Mitigation
- PUBA 464 Terrorism and Emergency Management

Dr. Ross Prizzia and Dr. Gary Helfand are the faculty contacts for this certificate. Dr. Prizzia may be contacted at rprizzia@hawaii.edu or at (808) 454-4712 and Dr. Helfand may be contacted at helfand@hawaii.edu or at (808) 454-4710.

CERTIFICATE IN HEALTH CARE ADMINISTRATION (HCAD)

The certificate program in Health Care Administration provides students and health care practitioners with a broad range of administrative skills and knowledge needed in the dynamic and growing health care field. Ongoing changes in the system have resulted in an array of opportunities for health care administrators to make significant contributions to improving health care for all. The certificate can be earned as a self-standing credential and may also be used as part of a Bachelor of Arts degree in Public Administration (BAPA) for those concentrating in General Public Administration. Specifically, courses in this certificate can be used to fulfill concentration and upper-division elective requirements in the BAPA.

Completion of the 18-credit cluster of courses listed below will lead to the certificate in Health Care Administration. These courses have been selected because they are ideally suited to meet the critical needs of health care administrators.

Courses required for the certificate are:

- PUBA 301 Health Care Administration
- PUBA 302 Health Policy, Politics, and Law
- PUBA 303 Financial Concepts in Health Care Management
- PUBA 307 Community Health Analysis
- PUBA 446 Contemporary Issues in Health Care
- PUBA 480 Organizational Behavior or
- PUBA 351 Human Resources Management

Dr. Kristina Guo is the faculty contact for this program. Dr. Guo can be contacted at kguo@hawaii.edu or at (808) 454-4732.

NOTE: Students from Honolulu Community College who transfer to UH West O'ahu with the Associate in Science degree in Occupational and Environmental Safety Management (OESM) under the terms of the UH West O'ahu and Honolulu Community College Articulation Agreement will be waived from PUBA 446 Contemporary Issues in Health Care should the student choose to earn the Certificate in Health Care Administration. Students who fall under this agreement should consult a Faculty Advisor or a Student Services Advisor prior to beginning their program.

Division of Social Sciences

LEARNING OUTCOMES

To insure educational quality and curricular coherence, the University of Hawai‘i–West O‘ahu has identified standards appropriate for Social Sciences students. Students at UH West O‘ahu are expected to apply certain educational skills towards mastering material in an academic major and concentration. These skills are listed in a set of Divisional and Concentration Learning Outcomes.

Divisional Learning Outcomes

Graduates with a major in Social Sciences from UH West O‘ahu should be able to:

- Use qualitative and/or quantitative analytical skills in course work and social science research.
- Use analysis, evaluation and synthesis for critical and creative thinking.
- Articulate the interrelationships of culture, values, knowledge, and action.
- Demonstrate awareness of important social, political, and economic issues.
- Demonstrate an understanding and appreciation of individual and social diversity.
- Demonstrate engagement in interdisciplinary and/or cross-cultural study of the nature of human society.
- Demonstrate specialized knowledge in at least one of the social science areas.

Concentration Learning Outcomes

Graduates with a concentration in **Anthropology** from UH West O‘ahu should be able to:

- Explain the interrelationships among human biology, language, and culture.
- Demonstrate knowledge of human prehistory, and continuities and changes over time.
- Employ a cross-cultural, comparative perspective to understand human thought and behavior.
- Describe the development of anthropological theories within their historical and cultural contexts and how they have impacted human populations.
- Apply qualitative, cross-cultural methods during firsthand fieldwork experience.

Graduates with a concentration in the **Applied Track Distance Learning Program** from UH West O‘ahu should be able to:

- Analyze humankind on an individual, social, cultural and global level.
- Apply social science theories and methods in the following areas - human development, health and healing; culture and environment; and the economy and society.

Graduates with a concentration in **Early Childhood Education** from UH West O‘ahu should be able to:

- Plan, implement and evaluate early childhood curriculum and identify the theories and program models that inform curricular choices.
- Apply formal and informal observation methods to diverse groups and individual children and communicate effectively with families and other professionals about student progress.
- Demonstrate respectful and reciprocal relationships with families, appropriate communication and guidance practices with young children, and positive parent-school relations.
- Demonstrate knowledge of fiscal, educational, physical, and human resources for effective early childhood program development.
- Advocate for children and families based upon knowledge of ethical and professional standards, critical thinking, socio-political analysis of programs, self-reflection, and commitment to social justice.

Graduates with a concentration in **Economics** from UH West O‘ahu should be able to:

- Explain the importance of marginal thinking in economic theory and analysis.
- Use supply and demand analysis to explain regulated and unregulated markets.
- Demonstrate how the concepts of perfect competition and monopoly apply to actual examples.
- Explain current economic issues in theoretical terms.
- Explain how trade enhances growth in a global environment.
- Use aggregate demand and aggregate supply analysis to explain the issue of inflation, unemployment, and growth.

Graduates with a concentration in **Political Science** from UH West O'ahu should be able to:

- Demonstrate understanding of the basics of primordial, classical, modern, and post-modern political philosophy.
- Use the Socratic method to integrate a variety of positions in political science.
- Show progress in integrating personal experiences with a demonstrated understanding of the varieties of contemporary politics.
- Demonstrate understanding of the role of the individual from local, state, and national, to global contexts.
- Demonstrate understanding of how participation in political processes effects change.
- Explain how political science interacts with other disciplines.

Graduates with a concentration in **Psychology** from UH West O'ahu should be able to:

- Explain how biology, learning, and culture influence particular motivations and behaviors.
- Identify major theoretical perspectives in the field of psychology, and explain their strengths, limitations, and applications.
- Demonstrate through oral and written communication the ability to test hypotheses using psychological theories and methods.

Graduates with a concentration in **Sociology** from UH West O'ahu should be able to

- Utilize the basic principles of sociology to analyze specific social problems.
- Utilize sociological theories and methods to analyze specific social problems.

GENERAL INFORMATION

The Social Sciences tend to focus on the systematic and objective study of human behavior in social situations (Sociology); in individuals (Psychology); in the development of children and early learning (Early Childhood Education); in the political setting (Political Science); in resource allocation decision-making (Economics); and in the context of physical, social, and cultural development (Anthropology). Each field has important contributions to make in seeking solutions to complex social problems. Social Sciences students may concentrate in Anthropology, Early Childhood Education, Economics, Political Science, Psychology, or Sociology.

Social Sciences Basic and Skills Requirements

Students majoring in the Social Sciences must take a minimum of nine credits in Basic and Skills courses. Basic courses are designed to introduce the student to the concepts guiding the evolution of the Social Sciences and recent developments which are likely to determine future directions. Students are encouraged to develop competence in the areas of research and methods analysis, statistics and report writing. Courses which emphasize the skills associated with the Social Sciences offer the student the opportunity to improve skills in areas such as communications, statistical analysis, utilizing the computer effectively, and critical thinking.

Students are required to complete the Writing Assessment Examination (WAE) with a score of E (exempt). Students receiving a score of N (not exempt) are required to complete HUM 310 Writing Skills with a passing grade. Students must complete a minimum of nine credits of upper-division Writing-Intensive (WI) courses, including SSCI 486 Senior Project or SSCI 490 Social Sciences Practicum. A minimum of six WI credits must come from course work other than SSCI 486 or 490.

Social Sciences Basic Courses

- SSCI 300 Philosophy of the Social Sciences
- SSCI 301 Methods and Techniques in Social Science Research
- SSCI 317 Fieldwork and Qualitative Methods
- SSCI 326 Hawaiian and Pacific Environments

Social Sciences Skills Courses

- SSCI 310 Applied Statistics I
- SSCI 311 Critical Thinking and Problem Solving
- SSCI 340 Computer Applications
- SSCI 410 Applied Statistics II

Social Sciences Experiential Learning Courses

Social Sciences students should complete SSCI 486 Senior Project or SSCI 490 Social Sciences Practicum as required by their specific concentration. The nature of the Senior Project or Practicum to be undertaken should be described in detail in the student's educational plan. Students concentrating in Anthropology, Economics or Political Science may elect to complete SSCI 490 Social Sciences Practicum in place of a Senior Project to fulfill their requirements. Early Childhood Education students

must take SSCI 490 Social Sciences Practicum to complete their requirements.

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

SOCIAL SCIENCES MAJOR REQUIREMENTS

Students majoring in the Social Sciences must complete the following:

1. Nine credits in Social Sciences Basic and Skills courses: a course in the philosophy of the social sciences, a course in statistics, and a course in methods.
 - a. SSCI 300 Philosophy of the Social Sciences
 - b. SSCI 310 Applied Statistics I
 - c. A methods class as specified by the concentration:
 1. Anthropology and Political Science students must take SSCI 317.
 2. Economics students may choose either SSCI 301 or SSCI 410.
 3. Psychology and Sociology students must take SSCI 301.
2. A total of 30-33 credits distributed as follows:
21-24 credits in one Social Science concentration (Anthropology, Early Childhood Education, Economics, Political Science, Psychology, or Sociology), including SSCI 486 Senior Project or if applicable, SSCI 490 Social Sciences Practicum, and nine credits in a second Social Sciences Concentration (Complementary area).
3. Students in the Applied Track Distance Learning Program (BASS) must complete 27 credits within the Study Theme areas (see degree description on page 63), as well as SSCI 490 Social Sciences Practicum in lieu of SSCI 486 Senior Project.
4. HUM 310 Writing Skills or a passing score on the Writing Assessment Exam.

Anthropology (ANTH)

Anthropology is the study of people – from ancient to modern times and around the world. The exploration of what it means to be a human being ranges from the study of culture and social relations, to human biology and evolution, to languages, and to vestiges of human habitation. Students at UH West O‘ahu are able to sample the breadth of the discipline and also gain in-

depth understanding of a variety of lifestyles in a cross-cultural, comparative perspective. Special emphasis is given to cultures of the Pacific Islands, including Hawai‘i. Firsthand experiences investigating cultural diversity are strongly encouraged.

Anthropology provides global information and holistic thinking skills critical to success in the 21st century. The discipline also embraces peoples and ideas of all kinds. It prepares students for graduate education in Anthropology and a wide variety of other related fields. It also offers an excellent educational background for careers in contract archaeology, forensics, museum curation, social work, cross-cultural counseling, corporate analysis, government and global analysis, Social Studies and English as a Second Language teaching, translation, and law.

For students concentrating in **Anthropology**, 42 credits are required, including the following courses:

1. SSCI 486 Senior Project or SSCI 490 Social Sciences Practicum
2. SSCI 300 Philosophy of the Social Sciences
3. SSCI 310 Applied Statistics I
4. SSCI 317 Fieldwork and Qualitative Methods
5. HUM 310 Writing Skills or a passing score on the Writing Assessment Exam
6. ANTH 405 History and Theory of Anthropology
7. One course from each of the following clusters:
 - a. Cultural Anthropology Cluster:
ANTH 313 Culture Through Film
ANTH 340 North American Indians
ANTH 350 Pacific Islands Cultures
ANTH 351 Culture, Thought, and Behavior
ANTH 358 Myth, Symbol, and Ritual
ANTH 420 Politics of Culture
ANTH 423 Social and Cultural Change
ANTH 447 Polynesian Cultures
ANTH 448 Micronesian Cultures
ANTH 487 Philippine Culture
 - b. Archaeology Cluster:
ANTH 321 World Archaeology
ANTH 380 Field Archaeology
ANTH 437 Pacific Archaeology
ANTH 483 Archaeology of Hawai‘i
 - c. Physical Anthropology Cluster:
ANTH 310 Human Origins
ANTH 415 Human Ecological Adaptation
ANTH 459 Forensic Investigations

*Students planning to go on to graduate studies or a career in Anthropology should take two additional courses from the above clusters. Courses selected should reflect the student's future educational and/or career goals. In addition, **ANTH 356 Culture and Communication** is often required for admission to graduate school in Anthropology and is highly recommended.*

8. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student. Course work may be used only once to fulfill cluster, concentration and elective requirements.

ANTH 310 Human Origins
 ANTH 313 Culture Through Film
 ANTH 321 World Archaeology
 ANTH 340 North American Indians
 ANTH 342 Indigenous Peoples and Modernity
 ANTH 350 Pacific Islands Cultures
 ANTH 351 Culture, Thought, and Behavior
 ANTH 356 Culture and Communication
 ANTH 358 Myth, Symbol, and Ritual
 ANTH 362 Gender, Culture, and Society
 ANTH 380 Field Archaeology (v)
 ANTH 383 Museum Studies
 ANTH 415 Human Ecological Adaptation
 ANTH 420 Politics of Culture
 ANTH 422 Magic, Witchcraft, and the Supernatural
 ANTH 423 Social and Cultural Change
 ANTH 437 Pacific Archaeology
 ANTH 447 Polynesian Cultures
 ANTH 448 Micronesian Cultures
 ANTH 459 Forensic Investigations
 ANTH 474 Culture and Mental Illness
 ANTH 483 Archaeology of Hawai'i
 ANTH 487 Philippine Culture
 ANTH 495 Research Seminar
 ANTH 496 Selected Topics in Anthropology (v)
 ANTH 499 Directed Reading and Research (v)

9. Complementary Area: Nine credits in one additional Social Science concentration area.

Early Childhood Education (ECED)

The field of Early Childhood Education is concerned with the growth and development of children from birth through age eight. This program focuses on the preschool years (ages 3-5) from a theoretical orientation which places early childhood education within broader social, historical,

political, and cultural contexts. Course work in other areas of the social sciences provides a context for students to critically examine early education and child care.

Current research on brain development, political emphasis on "No Child Left Behind", and longitudinal studies on Head Start indicate a strong relationship between early learning and school success. This can be achieved by developmentally appropriate and culturally sensitive curricula and a positive working relationship between schools and their families and communities. Students in this program will examine how parents and other family members work collaboratively with teachers to build a learning and home environment that stimulates curiosity through informal educational opportunities. Themes of quality education, multiculturalism, critical thinking, and reflective teaching will be infused throughout the Early Childhood coursework. Early Childhood Education is an exciting and dynamic field in which standards for teachers are being raised and career opportunities are constantly developing.

NOTE: The Early Childhood Education concentration has been developed in partnership with the Associate in Science degree programs in Early Childhood Education from Hawai'i Community College, Honolulu Community College, Kaua'i Community College, and Maui Community College. An articulation agreement has been developed to facilitate the transfer of students from the community colleges to UH West O'ahu. Students who transfer to UH West O'ahu under the terms of the articulation agreement(s) should consult a Faculty Advisor or a Student Services Advisor prior to beginning their program.

Core Coursework: The following set of core Early Childhood Education coursework or equivalents, are required as program prerequisites prior to taking any 300- or 400-level ECED coursework:

ED 105 Introduction to Early Childhood Education
 ED 110 Developmentally Appropriate Practice
 ED 131 Early Childhood Development: Theory into Practice
 ED 140 Guiding Young Children in Group Settings
 ED 151 and 191v/190 Practicum in Early Childhood Education
 ED 115 or ED 215 Health, Safety, & Nutrition for the Young Child (Healthy Young Children)
 ED 245/FAMR 235 Child, Family and Community
 ED 263 Language & Creative Expression Curriculum

ED 264 Inquiry and Physical Curriculum
ED 296C/P & 291v Field Experience in Early
Childhood Education

For students with a concentration in **Early Childhood Education**, 57 credits are required including the following courses:

1. SSCI 490 Social Sciences Practicum (6)
2. SSCI 300 Philosophy of the Social Sciences
3. SSCI 301 Methods and Techniques in Social Science Research
4. SSCI 310 Applied Statistics I
5. HUM 310 Writing Skills or a passing score on the Writing Assessment Exam
6. Concentration coursework:
ECED 320 Issues, Trends and Leadership in Early Childhood Education
ECED 340 Communication and Relationships in Early Childhood Education
ECED 401 Curricular Models in Early Childhood Education
ECED 402 Emergent Literacy in the Home, School and Community
ECED 420 Administration and Supervision of Early Childhood Programs
ECED 440 Instruction and Assessment in Early Childhood Education
7. Complementary Area: Nine credits in one additional Social Science concentration area.
8. Social Science Restricted Electives: 12 credits from four different Social Science areas (other than ECED and course work used for the Complementary Area).

Economics (ECON)

Economics is concerned with choice. Whether it's a business interested in how much to produce or a student determining how much time should be spent studying for an exam, they both involve a choice – and economics can help make that decision. The method involves analyzing the benefits and costs of alternatives, and then selecting the best – a fundamentally simple and widely applicable approach. UH West O'ahu offers the basic theoretical courses of microeconomics and macroeconomics and a variety of interesting electives ranging from a survey of Hawaii's economy, to a course in money and banking, to one on environmental issues. The student graduating with a concentration in Economics will have a good knowledge of economic theory, a good sampling of the economic

issues in the world, and the critical thinking skills to deal with those issues.

For students with a concentration in **Economics**, 42 credits are required including the following courses:

1. SSCI 486 Senior Project **or** SSCI 490 Social Sciences Practicum
2. SSCI 300 Philosophy of the Social Sciences
3. SSCI 301 Methods and Techniques in Social Science Research **or** SSCI 410 Applied Statistics II
SSCI 410 Applied Statistics II is highly recommended or students concentrating in Economics.
4. SSCI 310 Applied Statistics I
5. HUM 310 Writing Skills or a passing score on the Writing Assessment Exam
6. ECON 300 Intermediate Macroeconomic Theory
7. ECON 301 Intermediate Microeconomic Theory
8. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.
ECON 310 Concepts in Economic Theory
ECON 311 Hawaii's Economy
ECON 321 Business Finance
ECON 323 Economic and Financial Environment of Global Business
ECON 325 Philosophy of Economics
ECON 340 Money and Banking
ECON 358 Environmental Economics
ECON 396 Contemporary Economic Issues
ECON 410 Economic Development
ECON 432 Forecasting and Risk Management
ECON 460 International Trade
ECON 461 International Finance
ECON 474 Economies of the Pacific Basin
ECON 495 Urban Economics
ECON 496 Selected Topics in Economics (v)
ECON 499 Directed Reading and Research (v)
9. Complementary Area: Nine credits in one additional Social Science concentration area.

Political Science (POLS)

Political Science at UH West O'ahu puts government and policy analysis in the larger context of the search for the best way of life possible – the "Good Life". Political studies involves understanding a way of life in its totality: what it is, what it was, and what it could and should be. This generally begins with an awareness of the most pressing problems of the age and how they impact the quality

of life of the individual. The search for improvement then draws from a multi-civilizational, cross-cultural, comparative history of the human condition. This ranges from the baseline of the nine-tenths of human existence we spent as hunter-gatherers, to the various models of the industrial nation state and the emerging global electronic community.

The method of political science is distinctive in its emphasis on synthesis – making connections. Particular attention is paid to making the connection between the bigger picture of political reality and the life-experience of the student. The goal is to help students formulate their own vision of where society should be going, and then to motivate and equip them for responsible participation in public life. Teaching strategies emphasize active, democratic and multi-cultural modes of learning. Political science thus offers an excellent general education, relevant to careers in local and national government, international agencies, print and television journalism, law, public administration, social work, business, and teaching. For students with a concentration in **Political Science**, 42 credits are required, including the following courses:

1. SSCI 486 Senior Project **or** SSCI 490 Social Sciences Practicum
2. SSCI 300 Philosophy of the Social Sciences
3. SSCI 317 Fieldwork and Qualitative Methods
4. SSCI 310 Applied Statistics I
5. HUM 310 Writing Skills or passing score on the Writing Assessment Exam
6. POLS 330 American Politics (or equivalent lower division course)
7. POLS 302 Political Philosophy
8. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student. Courses that are in bold print are recommended.
- POLS 308 Science and the Modern Prospect
- POLS 316 Constitutional Law
- POLS 320 Global Issues**
- POLS 326 Environmental Politics
- POLS 342 Indigenous Peoples and Modernity
- POLS 370 Politics and Public Policy
- POLS 371 Global Futures**
- POLS 378 Meaning of Mass Media**
- POLS 381 Hawai'i Politics
- POLS 384 Women and Politics
- POLS 420 Politics of Culture

POLS 430 Politics and Film

POLS 450 Asian Politics

POLS 496 Selected Topics in Political Science (v)

POLS 499 Directed Reading and Research (v)

9. Complementary Area: Nine credits in one additional Social Science concentration area.

Psychology (PSY)

Psychology is the study of mind and behavior. The psychology concentration at UH West O'ahu integrates practical mental health applications with current theory through an interdisciplinary curriculum. Course offerings represent the subdisciplines of experimental, clinical, and cross-cultural psychology with an emphasis on research and writing skills. The program also encourages and supports partnerships with other social science concentrations, the humanities, and professional studies. Students are prepared for graduate study in psychology and related fields, or for pursuing relevant careers immediately upon graduation.

Students with a concentration in **Psychology** are required to take 42 credits, including:

1. SSCI 300 Philosophy of the Social Sciences
2. SSCI 301 Methods and Techniques in Social Science Research
3. SSCI 310 Applied Statistics I
4. HUM 310 Writing Skills or passing score on the Writing Assessment Exam
5. SSCI 486 Senior Project
6. Students with a concentration in Psychology are required to take 18 credits in the discipline, including 3 credits from each of the following course clusters. The same course may not be used to satisfy more than one cluster.
 - a. Developmental and Social Psychology
 - PSY 340 Childhood and Adolescence
 - PSY 341 Social Behavior
 - PSY 460 Seminar in Personality Theory
 - PSY 474 Culture and Mental Illness
 - b. Clinical and Applied Psychology
 - PSY 371 Abnormal Psychology
 - PSY 372 Systems of Psychotherapy
 - PSY 412 Psychological Testing
 - PSY 474 Culture and Mental Illness
 - c. Experimental Psychology
 - PSY 322 Learning, Motivation, and Behavior Modification
 - PSY 323 Comparative Animal Psychology

- PSY 325 Cognitive Psychology
- PSY 331 Physiological Psychology
- PSY 402 Historical and Philosophical Foundations of Modern Psychology
- PSY 429 Seminar in Experimental Psychology
- 7. Complementary Area: Nine credits in one additional Social Sciences concentration area.
- 8. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student. Coursework may be used only once to fulfill cluster, concentration and elective requirements.
- PSY 302 Seminar on Psychology of Women
- PSY 322 Learning, Motivation, and Behavior Modification
- PSY 323 Comparative Animal Psychology
- PSY 324 Psychology of Emotion
- PSY 325 Cognitive Psychology
- PSY 331 Physiological Psychology
- PSY 340 Childhood and Adolescence
- PSY 341 Social Behavior
- PSY 342 Educational Psychology
- PSY 351 Culture, Thought, and Behavior
- PSY 352 Varieties of Sexual Expression
- PSY 353 Conflict Resolution
- PSY 371 Abnormal Psychology
- PSY 372 Systems of Psychotherapy
- PSY 373 Counseling Skills
- PSY 374 Ethics in Counseling & Psychotherapy
- PSY 396 (Alpha) Workshops and Special Seminars in Psychology
- PSY 402 Historical and Philosophical Foundations of Modern Psychology
- PSY 403 Causation and Prevention of Substance Abuse and Addiction
- PSY 404 Social Correlates of Substance Abuse & Addiction
- PSY 405 Biological Correlates of Substance Abuse and Addiction
- PSY 406 Assessment and Treatment of Substance Abuse and Addiction
- PSY 407 (Alpha) Practicum in Psychology (v)
- PSY 407B Psychology Practicum: Interventions Related to Substance Use (v)
- PSY 408 Group Interventions in Substance Abuse and Addiction
- PSY 412 Psychological Testing

- PSY 422 Magic, Witchcraft, and the Supernatural
- PSY 429 Seminar in Experimental Psychology
- PSY 442 Exceptional Child
- PSY 450 Small Groups
- PSY 460 Seminar in Personality Theory
- PSY 474 Culture and Mental Illness
- PSY 475 Psychology of Healing
- PSY 480 Organizational Behavior
- PSY 496 Selected Topics in Psychology (v)
- PSY 499 Directed Reading and Research (v)
- 9. Complementary Area: Nine credits in one additional Social Sciences concentration area.

Sociology (SOC)

Sociology is the systematic study of social life. Sociologists study social processes in human societies including interactions, institutions, and change. Courses are provided in three broad areas of substantive study: social psychology, organizations, and stratification. At UH West O'ahu, the concentration in sociology provides students with a general background in these substantive areas, empirical research skills (both quantitative and qualitative), and opportunities to engage in original research. The program also encourages and supports interdisciplinary work, partnering with other social science concentrations, the humanities and professional studies. Graduates of the program are prepared to enter graduate school in the social sciences and other fields, or choose from many possible careers.

For students with a concentration in **Sociology**, 42 credits are required, including:

1. SSCI 300 Philosophy of the Social Sciences
2. SSCI 301 Methods and Techniques in Social Science Research
3. SSCI 310 Applied Statistics I
4. HUM 310 Writing Skills or passing score on the Writing Assessment Exam
5. SSCI 486 Senior Project
6. SOC 470 Sociological Theory
7. Additional courses in the discipline will be recommended for inclusion in the student's educational plan based on specific competency goals established by the student.
- SOC 311 Social Stratification
- SOC 313 Sociology of Work
- SOC 324 Race and Ethnic Relations
- SOC 329 Organizations, Individuals and Society
- SOC 334 Deviant Behavior

- SOC 341 Social Behavior
 - SOC 352 Sociology of Education
 - SOC 362 Gender, Culture, and Society
 - SOC 401 Urban Sociology
 - SOC 411 Aging in Mass Society
 - SOC 412 Death, Dying, and Bereavement
 - SOC 418 Women and Work
 - SOC 423 Social and Cultural Change
 - SOC 431 Juvenile Delinquency
 - SOC 434 Criminology
 - SOC 450 Small Groups
 - SOC 451 Analysis of Marriage and the Family
 - SOC 456 Peoples of Hawai'i
 - SOC 496 Selected Topics in Sociology (v)
 - SOC 499 Directed Reading and Research (v)
8. Complementary Area: Nine credits in one additional Social Sciences concentration area.

CERTIFICATE IN APPLIED FORENSIC ANTHROPOLOGY (AFAN)

Forensic anthropologists work primarily as “bone detectives”—applying standard scientific techniques developed in physical anthropology to identify human remains and to assist in the detection of crime. They often work with other forensic scientists and homicide investigators to identify a decedent, discover evidence of foul play, and/or the time of death. They determine the age, sex, ancestry, stature, and unique features of a decedent from skeletal, badly decomposed, or otherwise unidentifiable human remains. Forensic anthropologists are often in charge of the recovery of human remains, responsible for the site recording (photography, mapmaking, etc.), and serve as expert court witnesses. This work is important for both legal and humanitarian reasons.

The certificate in Applied Forensic Anthropology (AFAN) will give students a solid foundation in forensic anthropology and a good introduction to the wider field of forensic science. This certificate may be earned alone or in conjunction with a Bachelor's degree. Degrees that are especially relevant are a Bachelor of Arts in the Social Sciences with a concentration in Anthropology or a Bachelor of Arts in Public Administration with a concentration in Justice Administration. When combined with relevant degrees, the certificate in AFAN will make students more competitive for a variety of job opportunities and advanced education in forensic anthropology, the wider field of forensic science, and other related fields.

This 2 + 2 program is a collaboration between Leeward Community College and the University of Hawai'i–West O'ahu. A total of 29-30 credits are required. Students are welcomed and encouraged to enroll concurrently in classes at both campuses. For information on admissions, please contact the Student Services Office at 454-4700.

Dr. Suzanne Falgout, Professor of Anthropology, is the faculty contact for this program and can be contacted at falgout@hawaii.edu or (808) 454-4725 for information and advising.

University of Hawai'i–West O'ahu Course work:

18 upper-division credits from UHWO are required, including a practicum at a relevant agency:

- ANTH 380 Field Archaeology (x-1st HPST)
- ANTH 415 Human Ecological Adaptation
- ANTH 459 Forensic Investigations
- ANTH 460 Advanced Techniques in Forensic Anthropology (3) (prereq:ANTH 297/L)
- PUBA 309 Criminal Law and Procedures
- SSCI 490 Practicum (3) or PUBA 490

Leeward Community College Coursework:

11-12 lower-division credits are required:

- ANTH 215/L Physical Anthropology + Lab
- ANTH 297/L Human Skeletal Biology + Lab
- BIOL 100 Human Biology (3) OR
- BIOL 101 Biology for Non-Majors OR
- BIOL 171/ L Introduction to Biology + Lab (BIOL 171 + L strongly preferred)

CERTIFICATE IN INTERDISCIPLINARY ENVIRONMENTAL STUDIES (ENVS)

This certificate is a collaboration between the University of Hawai'i Community Colleges and UH–West O'ahu. It provides a vehicle for increasing student understanding of theoretical and practical aspects of environmental issues, either as a stand-alone certificate, or as an adjunct to any bachelor's degree. The lower-division science and math courses are offered by the Community Colleges, the upper-division specialized environment-related courses are offered in a variety of formats and schedules by UH West O'ahu.

Lower-Division Requirements: Mathematics through Intermediate Algebra (either high school or college), three environmentally-related science courses, at least one with a lab. Introductory Chemistry and Microeconomics are highly recommended.

Upper-Division Requirements: SSCI 310 Applied Statistics I or equivalent, Hum 310 Writing Skills or equivalent, and 12 credits chosen from a list of approved courses including, but not limited to:

ANTH 415 Human Ecological Adaptation
HPST 330 Science and Technology in Pre-Contact Hawai'i
ECON 358 Environmental Economics
PHIL 482 Environmental Ethics
POLS 326 Environmental Politics
POLS 371 Global Futures
PUBA 460 Environmental Policy Planning and Administration (x-1st BUSA)
SSCI 326 Hawaiian and Pacific Environments (x-1st HPST)

Dr. Fenny Cox is the faculty contact for this program and may be contacted at fcov@hawaii.edu or (808) 454-4700 for information and advising.

CERTIFICATE IN SUBSTANCE ABUSE AND ADDICTIONS STUDIES (SAAS)

The Certificate in Substance Abuse and Addictions Studies (SAAS) is primarily an online, internet-based program designed to help students meet the State education requirements for certification as substance abuse counselors and to provide continuing education opportunities for professionals in the addictions field. All courses except for PSY 373 Counseling Skills are offered as internet courses. PSY 373 is an in-person class, offered at the Pearl City campus and through the University Centers at Kaua'i, Maui, and West Hawai'i (Kealahou) on the island of Hawai'i. Although not required for certification, students are strongly encouraged to concurrently complete the Bachelor of Arts degree in Social Sciences with a concentration in Psychology.

Students will receive a strong theoretical foundation in substance use disorders and exposure to the knowledge, skills, and attitudes identified by the federal Substance Abuse and Mental Health Services Administration (SAMHSA) as the basis for effective treatment of substance-related problems. Completion of the certificate satisfies current state education requirements for substance

abuse counselors (note: the State education requirements may also be satisfied with other social science coursework). State certification further requires fieldwork hours and a written and oral examination. For more information on the State certification call (808) 692-7518 or visit their website at: www.hawaii.gov/health/permits/trades/trades/adcert.html.

Students who apply to the SAAS program must meet the same admission requirements established for classified students (see **Academic Regulations**). Those planning to complete the certificate should have taken an expository writing course, and an introductory Psychology course. In addition, a course in Abnormal Psychology should be completed within the last five years with a grade of "C" or better. This requirement may be satisfied by taking either PSY 371 Abnormal Psychology or PSY 474 Culture and Mental Illness at UH West O'ahu.

For students completing the certificate in Substance Abuse and Addictions Studies, 19 credits are required, including:

PSY 373 Counseling Skills
PSY 374 Ethics in Counseling and Psychotherapy (1)
PSY 403 Causation and Prevention of Substance Abuse and Addiction
PSY 404 Social Correlates of Substance Abuse and Addiction or PSY 408 Group Interventions in Substance Abuse and Addiction
PSY 405 Biological Correlates of Substance Abuse and Addiction
PSY 406 Assessment and Treatment of Substance Abuse and Addiction
PSY 407B Psychology Practicum: Interventions Related to Substance Use

Up to two required courses may be waived if appropriate lower division courses (e.g., HSERV courses taken at Leeward Community College) were completed. Other upper division courses recommended by the student's advisor must be taken to fulfill the total of 19 credits required for the certificate. A minimum of 12 credits must be completed with UH West O'ahu.

Mr. Kanoa Meriwether is the faculty contact for this program. For more information, Mr. Meriwether may be contacted at (808) 454-4792 or kanoa@hawaii.edu.

BACHELOR OF EDUCATION

The Bachelor of Education (B.Ed.) is currently housed within the Division of Social Sciences and is designed for Education majors who declare Elementary Education (K-6) as their area of concentration. The minimum 120 credit hour program of study includes four categories of coursework: General Education, Focus or graduation, Pre-professional Education, and Professional Education (EDEE 400-level). Additionally, students gain breadth of knowledge in a 15-credit hour block of *Restricted Electives* comprised of course work in a single or a multi-disciplinary field of study. Elementary Education (EDEE) course work across the curriculum is field-based. Teacher candidates gain first-hand experience working in elementary classrooms at one of UH West Oahu's partner Professional Development Schools. The program culminates in a 15 week Student Teaching semester that encompasses a Contemporary Ethical Issues (E Focus) seminar.

LEARNING OUTCOMES

The University of Hawai'i–West O'ahu seeks to assure educational quality and curricular coherence by describing institutional learning outcomes for all students. Student Learning outcomes for Education majors are fully aligned with the standards of the teaching profession, as required by the Hawai'i Teacher Standards Board (HTSB) and the National Council for the Accreditation of Teacher Education (NCATE). Graduates of the Bachelor of Education degree with a concentration in **Elementary Education** should be able to:

- Write for and communicate with a range of child, adolescent, and adult (e.g. parents) audiences, using a variety of genre.
- Write a personal *Philosophy of Teaching and Learning*.
- Write detailed, standards-based lesson plans, using a research-based, model lesson plan format.
- Write a position paper on a topic of relevance in Education.
- Engage in oral and written reflections on theory and research into practice, as experienced through field-based coursework across the curriculum.
- Deliver clear, effective lessons to children and adolescents.
- Analyze the pros and cons of an issue in education, using citations in support of arguments and conclusions.

- Observe and reflect upon the impact of assessment (e.g., grades; standardized test scores) on the children and adolescents with whom they work.
- Participate in an "Action Research" project, resulting in a written report that adheres to American Psychological Association (APA) Publication Manual.
- Practice ethical use of university libraries and Internet education resources.
- Analyze and describe the diversity present within practicum and student teaching classroom settings.
- Utilize the TaskStream Electronic Portfolio system to collect and organize all Signature Assignments required throughout the B.Ed. program of study.

GENERAL INFORMATION

The Bachelor of Education (B.Ed.), with a concentration in Elementary Education (K-6), prepares highly qualified teachers with the knowledge, skills, and dispositions that support standards-based education, student-centered teaching and learning, and an orientation to social justice. A minimum 120 hour program of study encompasses an innovative, field-based teacher preparation program, as well as public service activities, in support of the continuing development of West O'ahu communities. Graduates are recommended by the University of Hawai'i–West O'ahu for Elementary Education (K-6) teaching licensure by the State of Hawai'i.

Requirements for the Teacher Education Pre-Professional and Professional Series Course work:

General Education and Focus Requirements: Bachelor of Education students fulfill the UH West O'ahu General Education and Focus (graduation) requirements. The Elementary Education concentration specifies certain categories of courses that will fulfill General Education requirements and meet accreditation standards for teacher licensing in the State of Hawai'i. Please consult your Faculty Advisor, Student Services Advisor, or your Community College counselor for a complete list of recommended courses. Course work includes but is not limited to:

- History (other than Asian/Pacific)
- Geography (world regional)
- Art or Music appreciation
- Children's Literature
- College Algebra or higher level math
- Survey of Psychology

- a restricted elective in the Social Sciences
- Oral Communication (O Focus)
- Hawaiian, Asian or Pacific (H Focus)
- Professional Semester Seminar (E Focus embedded within the course work)
- nine credits of Writing-Intensive (WI Focus) coursework at the upper-division level, with a maximum of three credits from the Student Teaching capstone course.

Pre-professional Teacher Education: Students interested in becoming Elementary Education teachers may declare Elementary Education as their major upon admission to the UH West O‘ahu. An official declaration of a major in Education is required for registration into 200- and 300-level EDEE courses. Prior to an elementary school placement in the early field experience (EDEE 200), students must undergo fingerprinting and security clearance, arranged through the State of Hawai‘i Department of Education. Additionally, fifteen credits of Restricted Electives are also required and may be completed at any time during the student’s program of study. Restricted Electives are a block of coursework from a single discipline or an approved set of inter-disciplinary courses. Please consult your Faculty Advisor, Student Services Advisor, or your Community College counselor for appropriate coursework in this category.

Professional Teacher Education: Education majors will be granted admission to the professional component of the program (400-level EDEE courses), upon completion of the following requirements:

- Praxis I (Pre-professional Skills Test or the PPST) Passing scores: Reading (172), Math (173), and Writing (171) or a Composite Score of 170;
- Junior standing (55 credits);
- 2.5 overall grade point average (GPA); and
- A grade of “C” or higher in each of the following courses:
 - ENG 100 Composition I;
 - HUM 310 Writing Skills or equivalent;
 - MATH 103 College Algebra;
 - MATH 220 Math for Elementary School Teachers or equivalent;
 - a course in Oral Communication;
 - EDEE 200 Early Field Experience;
 - EDEE 201 Introduction to Teaching as a Career

The Professional Student Teaching Semester: An Application for Student Teaching must be filed with the Student Services Office by the first day of the semester preceding enrollment into student teaching. The following requirements must be met prior to enrolling in student teaching:

- Completion of all EDEE foundations, methods, and field experience courses;
- 2.75 overall or higher GPA for the Methods Blocks courses (400-level series); and
- 2.5 or higher GPA, with no grade lower than a “C” for all EDEE courses.

A 15-week **Student Teaching** semester includes 10 credits of student teaching and a two-credit seminar in ethics for the profession (E Focus). Student teaching must be completed in the State of Hawai‘i, at a designated Professional Development School that is in partnership with UH West O‘ahu. Preservice teacher candidates are advised that the full-time nature of the student teaching semester precludes being able to work full- or part-time at another job.

Licensure: Earning the B.Ed. does not guarantee an elementary school teaching license. The State of Hawai‘i teacher licensure process requires the Praxis Exam: *Principles of Learning and Teaching* (PLT, K-6: Passing Score: 163). Teacher candidates are advised to take the exam during the Professional Student Teaching semester **or** the semester in which they will graduate. UH West O‘ahu is committed to helping students successfully pass all Praxis exams required for teacher licensure by the Hawai‘i Teachers Standards Board (HTSB). Students are encouraged to contact the Student Services Office for more information.

Center for Labor Education and Research

The Center for Labor Education and Research (CLEAR) is an endowed, outreach program established in 1976 by State Law, HRS §304A-1601 (Act 202). Part of the University of Hawai'i–West O'ahu, CLEAR is designed to provide labor education, research and labor-related programs to workers, their organizations, university students, and the general public through a variety of methods including classroom instruction, seminars, workshops, publications and the use of the public media.

Located at the ewa end of the Leeward Community College/UH West O'ahu campus, CLEAR maintains a research collection and archive of labor history and law, a labor research web site with an on-line newsletter, and publishes a variety of books and handbooks, including a guide to Hawai'i Labor History, and periodically produces the public television program, *Rice & Roses*.

Other publications include individualized workshop packets designed to accompany the Center's classes, such as programs on Labor History, Workers' Compensation, Grievance Handling, Labor Law, Collective Bargaining, Preventing Employment Discrimination, Conflict Resolution and Leadership Skills.

Like its research projects, the Center's seminars and educational programs are all designed to be of practical application to workers, their organizations and policy-makers.

The labor history archive contains a clipping file on local unions in Hawai'i, as well as an ever-growing collection of contracts, union newsletters, books and pamphlets focusing on Hawaii's rich labor history.

Among the most highly prized components of this special collection are: the old "day-books" of the Hawai'i Carpenters' Union, Professor Emeritus Ed. Beechert's Hawai'i sugar plantation files, *The Honolulu Record*, videotapes and transcripts of interviews, documents and photographs of over 90 informants involved in the Great Hawai'i Sugar Strike of 1946; the correspondence file of the Hawai'i office of the AFL-CIO from 1940 to 1982; the files of the Honolulu Central Labor Council; production files and interview tapes from its many *Rice & Roses* research projects; and authors' notes and research files for CLEAR's labor history publications.

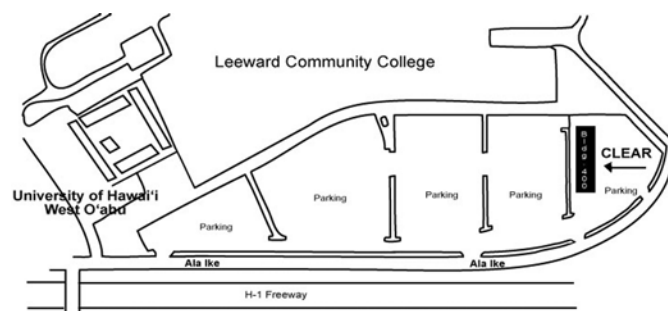
Access to the Center's video library and special collections is by appointment only and must be arranged in advance. The research library contains the basic BNA loose-leaf services as well as many supplemental materials.

CLEAR Learning Outcomes:

The Labor Studies faculty at the Center for Labor Education and Research assist UH West O'ahu students to:

- Understand and appreciate the role of Labor in society.
- Engage in critical thinking, reflection, and constructive action on the importance of social, political, and economic issues as they relate to the workplace.
- Develop the ability to use insights drawn from literature, history, and philosophy in order to reflect critically on issues of work and society.
- Acquire and develop knowledge of various aspects of labor law, including collective bargaining, worker, and individual rights.
- Understand labor and workplace issues in a global context.
- Demonstrate the knowledge, skills, attitudes, and ethics necessary for the responsible leadership of labor organizations.
- Acquire and develop communication skills necessary to intervene wisely in shaping their environment on the job, in their unions, and in the community.

Center for Labor Education and Research
96-043 Ala 'Ike
Pearl City, HI 96782
Phone: (808) 454-4774
FAX: (808) 454-4776
Email: clear@hawaii.edu
<http://clear.uhwo.hawaii.edu>



Distributed Learning and Other Programs

DISTRIBUTED LEARNING (DISTANCE EDUCATION)

To meet the educational needs of students who reside at a distance from the island of O‘ahu, or who have difficulty attending the campus in-person, the University of Hawai‘i–West O‘ahu offers a Distributed Learning Program that consists of online courses, classes delivered through the Interactive Television System (ITV), and classes delivered at a few off-campus sites. To accommodate the schedules of working adults, most ITV and off-campus courses are taught in the evenings or on weekends.

Five academic programs are available through Distributed Learning: a Bachelor of Arts degree in Business Administration with concentrations in Accounting and General Business Administration; a Bachelor of Arts degree in the Social Sciences – Applied Track; a Certificate in Substance Abuse and Addictions Studies; a Certificate in Health Care Administration; and a Certificate in Disaster Preparedness and Emergency Management. The baccalaureate programs delivered through Distance Learning have been established as transfer programs for students who have received the first two years of coursework (freshman and sophomore) from a neighbor island community college in the University of Hawai‘i system. Admission and graduation requirements for students engaged in Distributed Learning programs are the same as those established for UH West O‘ahu students at the main campus on O‘ahu.

Academic advising is provided by faculty and Student Services advisors in-person, over the phone, or through email. Registration is completed online through the MyUH Portal at: <http://myuhportal.hawaii.edu>.

Students may contact faculty and staff at UH West O‘ahu during normal business hours by calling our toll free number at (866) 299-8656. Online academic support is available to students through the UH West O‘ahu library website at: <http://socrates.uhwo.hawaii.edu/library/explore.html>, and through the UH West O‘ahu’s Writing and Learning

Center website at: www.uhwo.hawaii.edu/writingcenter.

Applications and further information about UH West Oahu’s Distributed Learning programs, including the schedule of course offerings, may be obtained through the UH West O‘ahu website at www.uhwo.hawaii.edu/distanceed.

BUSINESS ADMINISTRATION AND ACCOUNTING

The Bachelor of Arts in Business Administration (BABA) with concentrations in either General Business Administration or Accounting is offered through the Interactive Television Systems (ITV) and through internet classes. ITV classes are broadcast to the University Centers located on the islands of Hawai‘i, Kaua‘i, Maui and the Education Centers on Moloka‘i and Lana‘i. The Bachelor of Arts in Business Administration is a part-time, three-year degree program.

BUSINESS ADMINISTRATION MAJOR REQUIREMENTS

Students pursuing the Bachelor of Arts in Business Administration through the distributed learning program must complete all University, general education, focus and writing competency requirements (see **Academic Program**). Students must complete the following:

1. Students are required to complete the Writing Assessment Examination (WAE) with a grade of E (exempt). Students receiving a grade of N (not exempt) on the WAE are required to complete HUM 310 Writing Skills with a passing grade.
2. BUSA 320 Statistics for Decision-Making
3. Twenty-four credits of core coursework:
 - a. Eighteen credits in Business:
 - BUSA 300 Marketing
 - BUSA 312 Intermediate Financial Accounting I
 - BUSA 321 Business Finance
 - BUSA 345 Management Information Systems
 - BUSA 386 Global Management and Organizational Behavior
 - BUSA 435 Strategic Planning

- b. Three credits in one of the following, to be taken in the senior year:
BUSA 486 Senior Project or BUSA 490 Administrative Practicum
- c. Six credits of Economics at the lower-division level:
ECON 130 Introduction to Microeconomics
ECON 131 Introduction to Macroeconomics
- 4. Twelve credits in either Accounting or General Business Administration concentration courses.
- 5. HUM 310 Writing Skills. (If HUM 310 is waived, another three-credit Humanities course must be taken in place of it.)
- 6. Nine credits of upper-division, writing-intensive courses, which includes BUSA 486 Senior Project or BUSA 490 Administrative Practicum. Six credits of upper-division, WI credits must come from coursework other than BUSA 486 or 490.

BUSINESS ADMINISTRATION ACADEMIC CONCENTRATIONS

Accounting (ACC)

Students with a concentration in **Accounting** will complete twelve credits from the following Accounting courses:

- BUSA 313 Intermediate Financial Accounting II
- BUSA 318 Intermediate Managerial Accounting
- BUSA 319 Tax Concepts
- BUSA 414 Governmental Accounting
- BUSA 415 Auditing
- BUSA 416 Accounting Information Systems
- BUSA 418 Advanced Accounting
- BUSA 419 Corporate and Partnership Tax

General Business Administration (BUSA)

Students with a concentration in General Business Administration will complete twelve credits with a minimum of three credits from the Accounting, Economics, and Marketing clusters. The last three credits may come from any BUSA designated class (coursework not used for core, capstone or cluster requirements):

Accounting Cluster

- BUSA 313 Intermediate Financial Accounting II
- BUSA 318 Intermediate Managerial Accounting
- BUSA 319 Tax Concepts
- BUSA 414 Governmental Accounting
- BUSA 415 Auditing

- BUSA 416 Accounting Information Systems
- BUSA 418 Advanced Accounting
- BUSA 419 Corporate and Partnership Tax

Economics Cluster

- ECON 300 Intermediate Macroeconomic Theory
- ECON 301 Intermediate Microeconomic Theory
- ECON 302 Managerial Economics

Marketing Cluster

- BUSA 304 Consumer Behavior
- BUSA 305 Advertising and Promotion Management
- BUSA 364 Retailing Management
- BUSA 408 International Marketing

BACHELOR OF ARTS IN SOCIAL SCIENCES

Applied Track (BASS)

The Bachelor of Arts in Social Sciences - Applied Track (BASS) degree is a distributed learning degree currently offered to students on the islands of Kaua'i, Lana'i, Maui, Moloka'i, and Hawai'i. This degree is primarily online (internet-based), and is a part-time, three-year degree program which maintains UH West Oahu's commitment to an interdisciplinary program of study. It is comprised of courses from across the various social sciences disciplines that will train students to understand social phenomena by integrating information at the individual, social, cultural, and global levels of analyses. It also requires students to complete courses in writing, statistics and research methodology that will provide them with the necessary technical skills to evaluate and conduct social sciences work.

To further emphasize the applied nature of this program, the required senior capstone experience will be a practicum, which is a supervised internship within a local institution. The chosen practicum site will be consistent with the emphasis of the study themes chosen by the student.

This program also interfaces with the Business Administration (General Business Administration and Accounting) and the certificate in Substance Abuse and Addictions Studies (SAAS) distance degrees. Enrollment priority into BASS courses will be given to BASS students on the islands of Kaua'i, Lana'i, Maui, Moloka'i, and Hawai'i. Second priority will be given to students in the distance education Business Administration program.

Program Requirements

Students pursuing the BASS degree must complete all University, general education, focus and writing competency requirements (see page 35).

1. Students are required to complete the Writing Assessment Examination (WAE) with a grade of E (exempt). Students receiving a grade of N (not exempt) on the WAE are required to complete HUM 310 Writing Skills with a passing grade.
2. Nine credits of core coursework:
 - a. SSCI 300 Philosophy of the Social Sciences
 - b. SSCI 301 Methods and Techniques in Social Science Research
 - c. SSCI 310 Applied Statistics I
3. SSCI 490 Social Sciences Practicum
4. Completion of 27 semester credits in courses organized around three study themes. Students will select nine credits in each of the three study themes.
5. Nine credits of upper-division writing-intensive (WI) courses, including SSCI 490 Social Science Practicum. Six credits of upper-division WI must come from coursework other than SSCI 490.

Human Development, Health and Healing: Students are exposed to diverse social sciences offerings that facilitate understanding of the biological, psychological, social and cultural factors that shape individuals across the life-span. This interdisciplinary approach is also used to explore different ideas about wellness, distress, and the causation, prevention and treatment of disease.

PSY 322 Learning, Motivation and Behavior Modification
PSY 325 Cognitive Psychology
PSY 340 Childhood and Adolescence
PSY 371 Abnormal Psychology
PSY 373 Counseling Skills
PSY 403 Causation and Prevention of Substance Abuse and Addiction
PSY 404 Social Correlates of Substance Abuse and Addiction
PSY 405 Biological Correlates of Substance Abuse and Addiction
PSY 406 Assessment and Treatment of Substance Abuse and Addiction

PSY 407B Practicum in Psychology: Intervention Related to Substance Abuse
PSY 460 Seminar in Personality Theory
SOC 411 Aging in Mass Society

Culture and Environment: Students gain an appreciation of the importance of traditional environments and cultures in understanding the present and shaping the future.

ANTH 321 World Archaeology
ANTH 350 Pacific Islands Culture (x-1st HPST)
ANTH 358 Myth, Symbol, and Ritual
ANTH 415 Human Ecological Adaptation
ANTH 447 Polynesian Cultures
ANTH 448 Micronesian Cultures
PHIL 482 Environmental Ethics
POLS 326 Environmental Politics
POLS 371 Global Futures
POLS 381 Hawai'i Politics
SSCI 317 Fieldwork and Qualitative Methods
SSCI 326 Hawaiian and Pacific Environments (x-1st HPST)
SOC 362 Gender, Culture and Society (x-1st ANTH)

Economy and Society: This theme focuses on the structure and dynamics of groups and organizations, issues related to work, economic growth and development in the context of globalization.

ECON 310 Concepts in Economic Theory
ECON 311 Hawaii's Economy (x-1st HPST)
ECON 358 Environmental Economics
ECON 396 Contemporary Economic Issues
POLS 316 Constitutional Law
POLS 320 Global Issues
POLS 330 American Politics
POLS 384 Women and Politics
SOC 311 Social Stratification
SOC 313 Sociology of Work
SOC 329 Organizations, Individuals, and Society
SOC 341 Social Behavior (x-1st PSY)
SOC 352 Sociology of Education
SOC 418 Women and Work

Early Childhood Education (ECED)

The Bachelor of Arts in Social Sciences with a concentration in Early Childhood Education is a distributed learning program offered to students on the islands of O'ahu, Kaua'i, Maui and Hawai'i.

The field of Early Childhood Education is concerned with the growth and development of children from birth through age eight. This program focuses on the preschool years (ages 3-5) from a theoretical orientation which places early childhood education within broader social, historical, political, and cultural contexts. Coursework in other areas of the social sciences provides a context for students to critically examine early education and child care.

Current research on brain development, political emphasis on "No Child Left Behind", and longitudinal studies on Head Start indicate a strong relationship between early learning and school success. This can be achieved by developmentally appropriate and culturally sensitive curricula and a positive working relationship between schools and their families and communities. Students in this program will examine how parents and other family members work collaboratively with teachers to build a learning and home environment that stimulates curiosity through informal educational opportunities. Themes of quality education, multiculturalism, critical thinking, and reflective teaching will be infused throughout the Early Childhood coursework. Early Childhood Education is an exciting and dynamic field in which standards for teachers are being raised and career opportunities are constantly developing.

NOTE: The Early Childhood Education concentration has been developed in partnership with the Associate in Science degree programs in Early Childhood Education from Hawai'i Community College, Honolulu Community College, Kaua'i Community College, and Maui Community College. An Articulation Agreement has been developed to facilitate the transfer of students from the community colleges to UH West O'ahu. Students who transfer to UH West O'ahu under the terms of the articulation agreement(s) should consult a faculty advisor or a Student Services Specialist prior to beginning their program.

Program Requirements

Core Course work: The following set of core Early Childhood Education coursework or equivalents, are

required as program prerequisites prior to taking any 300- or 400-level ECED course work:

ED 105 Introduction to Early Childhood Education
ED 110 Developmentally Appropriate Practice
ED 131 Early Childhood Development: Theory into Practice
ED 140 Guiding Young Children in Group Settings
ED 151 and 191v/190 Practicum in Early Childhood Education
ED 115 or ED 215 Health, Safety, & Nutrition for the Young Child (Healthy Young Children)
ED 245/FAMR 235 Child, Family and Community
ED 263 Language & Creative Expression Curriculum
ED 264 Inquiry and Physical Curriculum
ED 296C/P & 291v Field Experience in Early Childhood Education

For students with a concentration in **Early Childhood Education**, 57 credits are required including the following courses:

1. SSCI 490 Social Sciences Practicum (6)
2. SSCI 300 Philosophy of the Social Sciences
3. SSCI 301 Methods and Techniques in Social Science Research
4. SSCI 310 Applied Statistics I
5. HUM 310 Writing Skills or a passing score on the Writing Assessment Exam
6. Concentration coursework:
 - ECED 320 Issues and Trends in Early Childhood Education
 - ECED 340 Communication and Relationships in Early Childhood Education
 - ECED 401 Curricular Models in Early Childhood Education
 - ECED 403 Emergent Literacy in the Home, School and Community
 - ECED 420 Administration and Supervision of Early Childhood Programs
 - ECED 440 Instruction and Assessment in Early Childhood Education
7. Complementary Area: Nine credits in one additional Social Science Concentration.
8. Social Science Restricted Electives: 12 credits from four different Social Science areas (other than ECED and coursework used for the Complementary Area).

CERTIFICATE IN SUBSTANCE ABUSE AND ADDICTIONS STUDIES (SAAS)

In addition to the Bachelor of Arts in Social Sciences, a certificate program in Substance Abuse and Addictions Studies (SAAS) is offered. This certificate program is designed to help students meet the State education requirements for certification as substance abuse counselors and to provide continuing education opportunities for professionals in the addictions field. Although not required for certification, students are strongly encouraged to concurrently complete the Bachelor of Arts degree in Social Sciences – Applied Track (BASS).

Students will receive a strong theoretical foundation in substance use disorders and exposure to the knowledge, skills, and attitudes identified by the federal Substance Abuse and Mental Health Services Administration (SAMHSA) as the basis for effective treatment of substance-related problems. Completion of the Certificate satisfies current state education requirements for substance abuse counselors (note: the state education requirements may also be satisfied with other social science coursework). State certification further requires fieldwork hours and a written and oral examination. For more information on the State certification call (808) 692-7518 or visit their website at: www.hawaii.gov/health/permits/trades/trades/adcert.html.

Students who apply to the SAAS program must meet the same admissions requirements established by UH West O'ahu. Those planning to complete the certificate should have taken an expository writing course (e.g., ENG 100) and an introductory Psychology course (e.g., PSY 100). In addition, a course in Abnormal Psychology should have been completed within the last five years with a grade of "C" or better. This requirement may be satisfied by taking either PSY 371 Abnormal Psychology or PSY 474 Culture and Mental Illness at UH West O'ahu.

For students completing the certificate in Substance Abuse and Addictions Studies, 19 credits are required, including:

- PSY 373 Counseling Skills
- PSY 374 Ethics in Counseling and Psychotherapy
- PSY 403 Causation and Prevention of Substance Abuse and Addiction
- PSY 404 Social Correlates of Substance Abuse and Addiction or PSY 408 Group Interventions in Substance Abuse and Addiction

PSY 405 Biological Correlates of Substance Abuse and Addiction

PSY 406 Assessment and Treatment of Substance Abuse and Addiction

PSY 407B Psychology Practicum: Interventions Related to Substance Use

Up to two required courses may be waived if appropriate lower division courses (e.g., HSERV courses taken at Leeward Community College) were completed. Other upper division courses recommended by the student's advisor must be taken to fulfill the total of 19 credits required for the certificate.

Mr. Kanoa Meriwether is the faculty contact for this program. For more information, Mr. Meriwether may be contact at (808) 454-4792 or kanoa@hawaii.edu.

CERTIFICATE IN DISASTER PREPAREDNESS AND EMERGENCY MANAGEMENT (DPEM)

Completion of the 18-credit cluster of courses below will lead to a Certificate in Disaster Preparedness and Emergency Management (DPEM). These courses meet the national standards established by the United States Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA) Higher Education project. The goal of this Certificate is to provide DPEM practitioners with a broad range of administrative skills and knowledge that are ideally suited to meet the critical needs of DPEM administrators.

Courses required for the certificate are:

PUBA 411 Emergency Management and Disaster Preparedness

PUBA 460 Environmental Policy Planning and Administration

PUBA 461 Social Dimensions of Disaster Response

PUBA 462 Disaster Recovery and Business Continuation

PUBA 463 Disaster Recovery and Hazard Mitigation

PUBA 464 Terrorism and Emergency Management

Dr. Ross Prizzia and Dr. Gary Helfand are the faculty contacts for this certificate. Dr. Prizzia may be reached at rprizzia@hawaii.edu or at (808) 454-4712 and Dr. Helfand may be reached at helfand@hawaii.edu or at (808) 454-4710.

CERTIFICATE IN HEALTH CARE ADMINISTRATION (HCAD)

The certificate program in Health Care Administration provides students and health care practitioners with a broad range of administrative skills and knowledge needed in the dynamic and growing health care field. Ongoing changes in the system have resulted in an array of opportunities for health care administrators to make significant contributions to improving health care for all. Completion of the 18-credit cluster of courses listed below will lead to the certificate in Health Care Administration. These courses have been selected because they are ideally suited to meet the critical needs of health care administrators.

Courses required for the certificate are:

- PUBA 301 Health Care Administration
- PUBA 302 Health Policy, Politics, and Law
- PUBA 303 Financial Concepts in Health Care Management
- PUBA 307 Community Health Analysis
- PUBA 446 Contemporary Issues in Health Care
- PUBA 480 Organizational Behavior or
- PUBA 351 Human Resources Management

Dr. Kristina Guo is the faculty contact for this program. Dr. Guo can be contacted at kguo@hawaii.edu or at (808) 454-4732.



RESERVE OFFICERS TRAINING CORPS (ROTC)

The University of Hawai‘i offers instruction in Aerospace Studies and Military Science for students interested in the Reserve Officers Training Corps programs of the Air Force and Army. Graduates of these programs are awarded commissions as officers in the Air Force or Army. While the University of Hawai‘i–West O‘ahu does not offer either program, students may register in Aerospace Studies and Military Science courses at the University of Hawai‘i–West O‘ahu and attend classes at the University of Hawai‘i at Mānoa (UHM). Credits for these courses will be granted by the UH West O‘ahu and may be used as electives for the baccalaureate degree. Further information regarding either program may be obtained from the UHM Aerospace Studies department at (808) 956-7734 or the UHM Military Science department at (808) 956-7744, or at: www.goarmy.com.

Aerospace Studies (AS)

- AS 304 AFROTC Four-Week Field Training
- AS 306 AFROTC Six-Week Field Training
- AS 351 Air Force Leadership Studies
- AS 352 Air Force Leadership Studies
- AS 401 National Security Affairs
- AS 402 National Security Affairs

Military Science (MSL)

- MSL 301 Leading Small Organizations I
- MSL 302 Leading Small Organizations II
- MSL 303 ROTC Advanced Camp
- MSL 391 American Military History
- MSL 399 Directed Reading and Research
- MSL 401 Leadership Challenges and Goal Setting
- MSL 402 Transition to Lieutenant

Course Descriptions

ABBREVIATION KEY

FW	Foundations Written Communication
FS	Foundations Symbolic Reasoning
FG	Global and Multicultural Perspectives
DH	Diversification Humanities
DS	Diversification Social Science
DB	Diversification Biological Science
DP	Diversification Physical Science
DY	Diversification Science Laboratory
H	Hawaiian Asian and Pacific Issues
E	Contemporary Ethical Issues
O	Oral Communication
Pre	Prerequisite
Coreq	Co-requisite

AEROSPACE STUDIES

AS 304 AFROTC Four-Week Field Training (4)

Four-week field experience and training at selected Air Force bases on the mainland. Required of AFROTC students for Air Force commission. Pre: AS 101, 102, 201, 202, enrolled in AFROTC

AS 306 AFROTC Six-Week Field Training (6)

Six-week field experience and training at selected Air Force bases on the mainland. Required of AFROTC students for Air Force commission. Pre: enrolled in AFROTC

AS 351 Air Force Leadership Studies (3)

Integrated management course emphasizing the military officer as manager in Air Force milieu, including individual, motivational and behavioral processes; leadership, communication and group dynamics.

AS 352 Air Force Leadership Studies (3)

Continuation of AS 351.

AS 401 National Security Affairs (3)

Study of the national security process, regional studies, advanced leadership, ethics, and Air Force doctrine. Special focus placed on preparation for active duty and current issues affecting professionalism.

AS 402 National Security Affairs (3)

Continuation of AS 401.

ANTHROPOLOGY

ANTH 151 Emerging Humanity (3)

This course is an introduction to human biological evolution and the archaeology of culture in the world, prior to AD 1500. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (FGA)

ANTH 152 Culture and Humanity (3)

This course is an introduction to cultural anthropology. It looks at the interaction among the natural environment, human cultures, and the system of symbols through which they interpret the world. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (FGB)

ANTH 310 Human Origins (3)

An examination of the history and principal assumptions of modern evolutionary theory as a tool to understanding human origins. It will trace continuities and changes in the anatomy and behavior of primates and humans in the fossil record. How some theories of human origins were derived and why some of these theories are no longer accepted will also be examined.

ANTH 313 Culture Through Film (3)

From the very beginning of motion pictures, filmmakers have been involved in the recording of human cultures. This course will examine the history of ethnographic film through the work of several influential filmmakers. We will also learn how to view ethnographic films with a critical eye, and discuss ethical issues surrounding the recording, representing, and consuming of other peoples' culture through film.

ANTH 321 World Archaeology (3)

This course examines the origins of agriculture and domestication of animals, the origins of urbanism, and the rise of civilizations throughout the world. It begins with discussions of general principles and theories in archaeology; site dating; excavation and survey; artifact analysis; faunal analysis; and paleobotany. These are used to examine agriculture and animal husbandry in the Upper Paleolithic, beginning ca. 25,000 years ago, in the ancient Middle East, Asia, and North and South America. Theories about origins of urbanism and the rise of civilizations are also considered, with case studies drawn from the prime areas of Southwest Asia, East Asia, South Asia, Egypt, Mesoamerica, South America and, possibly, prehistoric North America. The course will also feature a "virtual dig" of a Paleolithic site.

ANTH 340 North American Indians (3)

When Columbus first landed, the area of North America that lies north of Mexico was home to over one million people speaking about 300 different languages. This course discusses where the ancestors of these peoples came from and when; what their lives were like prior to European contact and how they were changed by that experience; and what the lives of their descendants are like today. Although this is a course on the native peoples of North America, the issues of cultural survival, sovereignty and resource control have a special relevance for residents of Hawai'i.

ANTH 342 Indigenous Peoples and Modernity (3)

This course offers a comparative understanding of the growing importance of nations not represented by states - the indigenous peoples of the fourth world. Case studies will draw from the experience of Native Hawaiians, Native Americans, Australian Aborigines, and South African San (among others) to clarify struggles for cultural and political sovereignty, and the growing contribution of such earth-based societies to politics and cosmology beyond modernity. The goal will be to facilitate constructive discourse between indigenous peoples and the citizens of industrial nations. (Cross-list HPST/POLS 342)

ANTH 350 Pacific Islands Cultures (3)

Investigates the fantasy and reality of the exotic cultures of Polynesia, Micronesia, and Melanesia. Explores the original formation and peopling of the islands; the different social, political, economic, and religious systems that developed; and the history of foreign contact and culture change. (Cross-list HPST 350)

ANTH 351 Culture, Thought, and Behavior (3)

A cross-cultural investigation of concepts of self; the socialization process; personality development; interpersonal relations; world views; and the various forms of personal and cultural expressions. (Cross-list PSY 351)

ANTH 356 Culture and Communication (3)

Language is the principal means by which humans communicate. This course explores the nature of language, the unique biological characteristics of humans that make language possible, the complex elements of language, and the significance of language for human culture. Students will apply anthropological techniques developed to analyze languages around the world to the study of their own speech community.

ANTH 358 Myth, Symbol, and Ritual (3)

Myths play an important role in a people's understanding of the world and their place in it. Rituals are used to bring persons into contact with the realm of the sacred. They are performed because it is believed that they can bring about profound changes in individuals and can even transform the world. When experienced by those who believe in them, rituals can cure sickness, cause death, secure salvation and life everlasting, bring ancestors to life, and transform weak boys and lazy girls into strong and productive men and women. Myths and rituals derive their power from symbols — objects, actions, words, and relationships that convey meaning. This course looks at the power of symbols, rituals, and myths.

ANTH 362 Gender, Culture, and Society (3)

An exploration of gender in individual, social, and cultural contexts. Examines the interrelationship of biological and environmental factors, socialization processes, institutional contexts, and prospects for change and gender equity. (Cross-list SOC 362)

ANTH 380 (Alpha) Field Archaeology (v)

Students will learn the techniques of archaeological survey, excavation, mapping, and photography. Hands-on experience will be gained through fieldwork investigations of sites. May be repeated for credit. (Cross-list HPST 380)

ANTH 383 Museum Studies (3)

This course introduces students to an overview of the history, philosophy, and current status of museums; legal and ethical issues; and current debates and perspectives about museum practices, including the issues of collection, preservation, and interpretation. Museum professionals join the class as guest speakers and discussants for course topics. Fieldtrips to local museums are also featured.

ANTH 405 History and Theory of Anthropology (3)

An examination of the emergence of the discipline and contemporary theoretical issues and perspectives. Major theories in the study of human nature and culture will be discussed in their historical contexts. Special attention will be given to cultural ecology, structuralism, structural-functionalism, political economy, symbolic anthropology, post-structuralism, reflexive anthropology.

ANTH 415 Human Ecological Adaptation (3)

This course investigates the relationship of humans and the natural environment. Emphasis is placed on an understanding of human ecological adaptation that is evolutionary and holistic. It will investigate human variation in response to conditions of heat, cold, altitude, diet, and disease. In particular, it will focus on subsistence practices, and especially how past human societies and cultures adapted to the environment and changed over time. The complexity of how human societies both exploit and are limited by their environment will be stressed.

ANTH 420 Politics of Culture (3)

Culture has lost its innocence. No longer simply "traditional", culture has become highly political in the modern world. Issues such as race, gender, ethnicity, and cultural identity have become hotly contested and have served as rallying points for cultural revitalization, protest movements, and even wars. Who has the right to decide these issues? On what criteria can these decisions be based? This course will investigate these topics in cross-cultural perspective, with special emphasis on the contemporary Pacific (including Hawai'i). (Cross-list POLS 420)

ANTH 422 Magic, Witchcraft, and the Supernatural (3)

A cross-cultural investigation of religious beliefs and practices. The course will cover rites of transition, death and the afterlife, gods, ritual, charismatic religious leaders, religious movements, ghosts, traditional curing, shamanism, demons, witches, and sorcerers. (Cross-list PSY 422)

ANTH 423 Social and Cultural Change (3)

An examination of the causes, processes, and effects of social change in simple and complex societies, with emphasis on the major theories of social and cultural change. (Cross-list SOC 423)

ANTH 437 Pacific Archaeology (3)

This course investigates the origins of Pacific peoples and their settlement and adaptation to the islands in Melanesia, Micronesia, and Polynesia. Evidence will be drawn from archaeological sites, artifacts, languages, and oral traditions. (Cross-list HPST 437)

ANTH 447 Polynesian Cultures (3)

This course focuses on contemporary Polynesian societies. Topics covered include subsistence and exchange; kinship, marriage, and family life; ritual and belief systems; rank and political leadership; and ideas about health and illness. Special attention will also be devoted to current issues affecting Polynesian peoples, such as population growth, migration, the problem of insuring economic growth in a global economy, the politics of identity, and health and environmental issues.

ANTH 448 Micronesian Cultures (3)

This course explores the dozens of distinct cultures and the important historical events and changes to the "little islands" of Micronesia. Micronesian cultures are noted for careful adaptations to their physical environments, some described as "marginal". They are renowned as navigators. They have some of the most highly developed chiefdoms and extensive empires within the Pacific. Over centuries of European and Asian presence in the region, Micronesians came into contact with whalers, traders, missionaries, colonists, and the military. Micronesia was a major arena during World War II and an important site of postwar nuclear weapons testing. Today, the region has achieved a measure of political independence. But, Micronesia's strategic location continues to be of global interest. Life has changed significantly, yet tradition remains strong.

ANTH 459 Forensic Investigations (3)

This course applies concepts and methods from physical anthropology to problems in human identification. These allow the investigator to determine age, sex, ancestry, diseases, and pathologies found in human remains. The course also considers DNA testing and its role in the courts. In addition, a review of actual case studies and a special field trip to the Central Identification Laboratory are also featured.

ANTH 460 Advanced Techniques in Forensic Anthropology (3)

This course concentrates upon specific forensic anthropology skills in detail, as used by practitioners in the field. Topics include assessment of age, sex, ancestry, stature, trauma, osseous pathology, taphonomic history, methods of individualization/positive identification, and forensic entomology/time since death. The course will include lectures and also feature practical training with osteological specimens. Students will complete a research project on one of the forensic topics covered in the course. Pre: ANTH 297 and 297L, or equivalent coursework.

ANTH 474 Culture and Mental Illness (3)

A cross-cultural study of mental illness and therapeutic practices comparing Western and non-Western cultures. (Cross-list PSY 474)

ANTH 483 Archaeology of Hawai'i (3)

This course will explore Hawaiian prehistory from the time of original settlement of the Islands until the arrival of Captain James Cook. Evidence will be gained from the investigation of archaeological sites, settlements, artifacts, and other physical remains, and from recorded Hawaiian oral traditions. These data will be used to reconstruct ancient Hawaiian life, and ways to trace the development of Hawaiian society. (Cross-list HPST/HIST 483)

ANTH 487 Philippine Culture

This course examines the material and non-material culture of the people in the Philippines. This course takes a glimpse of the story of (wo)man in the Philippine Islands during the prehistoric and pre-colonial period. It examines the cultural practices of various Filipino ethnolinguistic groups, giving emphasis on their social structures and dynamics, customs and traditions, value systems, and cultural symbols. The course also explores issues facing the indigenous people and other sub-groups in the Philippines.

ANTH 495 Research Seminar (3)

Seminar on recent literature in some field (mutually selected by faculty and student) and appropriate alternative research strategies and techniques. Pre: SSCI 310

ANTH 496 Selected Topics in Anthropology (v 1-6)

Topics selected will vary with student interests; emphasis will be on relevancy and application of theory and analysis to problem solving. Examples: Women in Cross-Cultural Perspective, Medical Anthropology, Ethics in Anthropology. May be repeated for credit.

ANTH 499 Directed Reading and Research (v)

To be arranged with the instructor.

ASTRONOMY

ASTR 110 Survey of Astronomy (3)

This course introduces the astronomical universe, including: the solar system with its diverse planets, moons, etc.; more distant celestial objects; theories for the origin of the universe and the formation of our Milky Way and other galaxies, comparative cosmologies including at least western and Hawaiian; concepts of distance and deep time. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (DP)

BIOLOGY

BIOL 123 Hawaiian Environmental Biology (3)

This course and its laboratory will describe characteristics and theories of science as they interact with and impact modern society and the Hawaiian environment. Emphasis will be on biological sciences and local Hawaiian issues. However, examples from other places and other sciences (geology, oceanography, etc.) will add depth of understanding and relate Hawai'i to its global context. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 Coreq: BIOL 123L (DB)

BIOL 123L Hawaiian Environmental Biology Laboratory (1)

Pre: placement into ENG 100, or concurrent enrollment in ENG 22 Coreq: BIOL 123 (DL)

BUSINESS ADMINISTRATION

BUSA 300 Principles of Marketing (3)

Examines the revolution in marketing. Applies the fundamental principles of successful marketing including segmentation, targeting, product development, positioning, packaging, placement, pricing, promotion, service, and relationship-building to the development of marketing plans.

BUSA 304 Consumer Behavior (3)

Examination of major influences on those who buy and use products. Assessing social, personal, and psychological influences including reference groups in the purchasing decision process. Application of principles to select marketing problems.

BUSA 305 Advertising and Promotion Management (3)

Applies research findings to advertising, direct marketing, and public relations materials and campaigns. Develops copywriting and visual design skills for effective print ads and press releases. Integrates marketing communications activities including tracking and evaluating results. Pre: BUSA 300

BUSA 310 Concepts in Accounting (3)

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

BUSA 312 Intermediate Financial Accounting I (3)

Accounting process and the application of generally accepted accounting principles to the preparation of general purpose financial statements, with special emphasis upon the recognition and measurement of cash, receivables, inventories, property, plant and equipment, depreciation and depletion, and intangibles. Pre: BUSA 310, or equivalent introductory accounting courses

BUSA 313 Intermediate Financial Accounting II (3)

Application of generally accepted accounting principles to the recognition and measurement of liabilities, contingencies, contributed capital, retained earnings, investments, accounting changes and errors, income recognition, accounting for income taxes, pensions, leases, and the statement of cash flows. Pre: BUSA 312

BUSA 318 Intermediate Managerial Accounting (3)

Output of cost accounting systems relevant to managerial decision-making, planning, and control. Topics include: job order, process, direct and standard cost systems, with emphasis on the creative application and analysis of costs. Pre: BUSA 310, or equivalent introductory accounting courses

BUSA 319 Tax Concepts (3)

Examines federal income tax concepts such as gross income, inclusions, deductions, exemptions, and tax credits. Introduces taxation of property transactions. Promotes critical thinking. Pre: BUSA 310 or equivalent introductory accounting courses

BUSA 320 Statistics for Decision-Making (3)

Statistical application to business processes and decisions. Topics include: descriptive statistics probability, random variables, statistical inference, time series and forecasting techniques. Examples are drawn from finance, personnel, productivity and quality management. Pre: intermediate algebra, college algebra, statistics or higher-level math with a "C" or better or successful completion of the UH West O'ahu math placement test.

BUSA 321 Business Finance (3)

Introduction to the theory and practice of financial management: analysis and decision making for asset management, capital budgeting, and capital structure. Pre: BUSA 310 or equivalent introductory accounting courses, and BUSA 320. (Cross-list ECON 321)

BUSA 323 Economic and Financial Environment of Global Business (3)

International trade, financial flows, and direct investment, public and private institutions including government policies and captive markets. Emphasis on Asian-Pacific issues with attention to the cultural differences among countries. Pre: ECON 310, or introductory macroeconomics and microeconomics courses (Cross-list ECON 323)

BUSA 324 Business Law (3)

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

BUSA 326 Investments (3)

Introduction to various investment media and capital markets. Topics include the analysis of security returns using techniques such as the Beta coefficient, investment valuation models, portfolio selection, and portfolio theory.

BUSA 330 Computer Skills for Administrators (3)

This course is designed to acquaint the student with microcomputer hardware and software. Students will be introduced to applications commonly used by administrators, and will be provided with hands-on experience. The hardware will be Intel-based PC's. The software will include, but will not be limited to, office applications running under Microsoft operating systems. Finally, material on networking, the communications infrastructure, and information systems will be presented. (Not recommended for students who have completed an introductory course in computer applications.) (Cross-list PUBA 330)

BUSA 332 Contemporary Business Issues (3)

This course provides an overview of contemporary business issues and examines how business organizations interact with society and the larger business environment. Topics to be examined include the role of business in American society, the stakeholder model, social responsibilities of business, business and government, and issues management.

BUSA 345 Management Information Systems (3)

Students will learn how the continual changes in technology affect all levels of an organization including operational, tactical and strategic. Topics include: systems development cycle, enterprise databases, electronic commerce, electronic business, networking technology and applications, and managerial decision-making and reporting, using technology. Pre: BUSA/PUBA 330 or equivalent.

BUSA 351 Human Resources Administration (3)

This course provides a general survey of theories and contemporary practices in the process of public and private personnel administration. In addition to topics such as recruitment and placement, training and development, compensation and performance appraisal, this course will also focus on techniques for motivation, productivity, and creativity associated with individual and organizational effectiveness. (Cross-list PUBA 351)

BUSA 355 Labor-Management Relations (3)

Study of labor-management relations: the history, organization, and relationship to the administrative process. Primary focus is on labor-management relations in the private sector, but course will also cover the basic factors which distinguish private from public employment relations. Specific consideration given to current problems on the mainland and in Hawai'i. (Cross-list PUBA 355)

BUSA 364 Retailing Management (3)

Principles, functions, and analyses of problems in retailing: location and layout, merchandise planning, buying and selling, organization, expense analysis and control, coordination of store activities. Pre: BUSA 300

BUSA 376 International Business Management (3)

Analysis of cultural, political, social, and economic aspects of doing business abroad. Theories of international trade, international transfer of technology, global business strategy, and foreign investment. Examination of contemporary international management issues.

BUSA 386 Global Management and Organizational Behavior (3)

Analysis of theories and concepts underlying domestic and global organizations including behavioral and personnel issues. Emphasis on leadership, teamwork, and cultural differences, particularly in the Asian-Pacific region.

BUSA 399 Study Abroad (v 1-6)

Registration in this course allows enrolled registration status for students studying abroad. Courses completed abroad may remain in this category as elective credit and be applied to a Bachelor's degree up to a total of 6 credits. Note: Students must complete the Study Abroad Application Packet prior to registration into this course. Pre: Consent of faculty advisor

BUSA 408 International Marketing (3)

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

BUSA 414 Governmental Accounting (3)

Concepts and principles for not-for-profit entities with emphasis on governmental units. Introduction to the fundamentals of fund accounting and financial reporting for state and local government. Pre: BUSA 312

BUSA 415 Auditing (3)

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

BUSA 416 Accounting Information Systems (3)

Introduction of the basic theoretical, conceptual, and practical aspects of the accounting information system (AIS). The course will emphasize the design, use, management, audit, and maintenance of such systems, including the latest developments. The course includes hands-on microcomputer spreadsheet and general ledger and associated computer applications. Pre: BUSA 312

BUSA 418 Advanced Accounting (3)

Advanced accounting topics include business acquisition and combinations, consolidations, consolidating worksheets and consolidating financial statements. Also included are accounting for partnerships, intercompany transactions, and foreign currency translation. Pre: BUSA 313

BUSA 419 Corporate and Partnership Tax (3)

An introduction to the federal income tax structure as it applies to corporations and partnerships. The major focus will be upon the conceptual and legal underpinnings of the Internal Revenue Code. Pre: BUSA 319

BUSA 422 International Financial Management (3)

Financial decision-making in an international setting: analysis of direct foreign investment; economic, accounting and regulatory environments, including taxation; international money and capital markets; import and export financing; multinational working capital management, and risk aspects of international finance. Pre: BUSA 321

BUSA 427 Topics and Cases in Business Finance (3)

Application of financial principles and analytical techniques to financial problems and developments. Lecture, discussions and case methods will be utilized. Pre: BUSA 321

BUSA 432 Forecasting and Risk Management (3)

Analysis of time series data for forecasting and risk management. Forecasts for smoothing, decomposition, multiple regression, Box Jenkins, auto-correlation, moving average, auto-regression. Comparison and selection of suitable forecasting methods for a given application. Use of computer packages. Pre: SSCI 310 (Cross-list ECON 432)

BUSA 435 Strategic Planning (3)

Business policy development and implementation. Analysis of external and internal forces that influence a course of action. Consequences of proactive and reactive policies in organizations in a competitive global marketplace, and implications for management. Pre: BUSA 300 and 321

BUSA 460 Environmental Policy Planning and Administration (3)

This course will focus on the organization of government agencies in the formation and implementation of public policy on environmental issues. Assessment questions, laws and regulation, and the role of public participation will be covered. This course will also cover environmental management as it relates to both the private and public sector. (Cross-list PUBA 460)

BUSA 462 Disaster Recovery and Business Continuation (3)

This course is intended for novices in business continuity and disaster recovery planning. Topics include business continuity planning; recovery of information and communication systems; the purpose, goals, and objectives of plan development; and initial response to catastrophic events. (Cross-list PUBA 462)

BUSA 474 Economies of the Pacific Basin (3)

Analysis of recent developments in the structure, trend and composition of the Pacific economies. Major emphasis is placed on the most important economies such as Japan, Taiwan, Korea, Philippines, Singapore, New Zealand, Australia, and Mexico. Pre: ECON 300 (Cross-list ECON/HPST 474)

BUSA 480 Organizational Behavior (3)

The focus of this course is on the impact of the organizational and industrial environment on the personality of the individual. Course content includes a survey of the factors involved in industry and organizational life such as job analysis; selection; training; motivation; worker satisfaction; and styles of leadership. (Cross-list PSY/PUBA 480)

BUSA 481 Ethics and Administration (3)

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

BUSA 486 Senior Project (v)

With assistance from an advisor, students will complete a project based on original or library research related to a particular problem or issue in the chosen field of study. Students will share the results of this learning process with peers and will assist each other in refining communication skills, developing research and information retrieval techniques, and other research-related competencies. Pre: Consent of instructor, 3 upper-division credits of writing-intensive (WI) coursework

BUSA 490 Administrative Practicum (v)

This is a field exercise course. Students are provided internships in either business, education, or government. As an intern, the student is delegated the responsibility of developing the solution to some problem, or asked to complete a relevant or characteristic task. Students report on their experience using their understanding of administrative theory and practice. Pre: Consent of instructor, 3 upper-division credits of writing-intensive (WI) coursework. **Note: Students participating in Practicum must sign the UH West Oahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity.**

BUSA 494 Small Business Institute Supervised Field Study (3)

The purpose of this course is to provide assistance to a select business. A binding non-disclosure agreement is required. As part of a consulting team, participants identify significant problems, analyze them, compare options, and make specific recommendations for improvement. Team develops a written report and oral presentation. Pre: Senior standing, successful completion of all required Business Administration courses with a grade of B or better, and approval by a faculty committee. **Note: Students participating in Practicum must sign the UH West Oahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity.**

BUSA 496 Selected Topics in Business Administration (v 1-6)
Topics will vary with program relevancy and student interest. May be repeated for credit

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

EARLY CHILDHOOD EDUCATION

Note: The following set of core Early Childhood Education coursework, or equivalents, is required as program prerequisites prior to taking any 300- or 400-level ECED coursework:

- ED 105 Introduction to Early Childhood Education
- ED 110 Developmentally Appropriate Practice
- ED 131 Early Childhood Development: Theory into Practice
- ED 140 Guiding Young Children in Group Settings
- ED 151 & 191v/190 Practicum in Early Childhood Education
- ED 115 or 215 Health, Safety, and Nutrition for the Young Child (Healthy Young Children)
- ED 245/FAMR 235 Child, Family and Community
- ED 263 Language and Creative Expression Curriculum
- ED 264 Inquiry and Physical Curriculum
- ED 296C/P & 291v Field Experience in Early Childhood Education

ECED 320 Issues, Trends and Leadership in Early Childhood Education

This course includes the study and discussion of topics related to contemporary issues and trends that influence early childhood programs and policies. Students will build leadership skills, explore professional and ethical standards, and become informed advocates for young children and their families.

ECED 340 Communication and Relationships in Early Childhood Education (3)

This course explores social and cultural influences that impact relationships and communication in early childhood settings. Students will analyze skills and strategies for maintaining positive relationships with children, staff, and families and for dealing with challenging behaviors. Students will examine multicultural education and reflect on their relationships with children and families from diverse backgrounds.

ECED 401 Curricular Models in Early Childhood Education (3)

This course explores a variety of curricular models in early childhood education. Curricular models and early childhood programs develop in historical contexts and reflect a variety of theoretical orientations. Students will critique program models such as: The Project Approach, High Scope, Reggio Emilia, Behavior Analysis, Bank Street, Montessori, Waldorf Education, Head Start, and Culturally Relevant, Multicultural/Anti-Bias models.

ECED 402 Emergent Literacy in the Home, School and Community (3)

This course examines the theoretical foundations of emergent literacy and learning activities designed to enhance literacy development of young children. Students will analyze the relationships among emergent reading and writing, and the development of speaking and listening skills. Students will investigate how emergent literacy evolves for all children and how culturally sensitive home-school relationships can enhance literacy awareness.

ECED 420 Administration and Supervision of Early Childhood Programs (3)

This course addresses principles of leadership and effective program management. Students will analyze topics such as: personnel selection and training, budget and finance, regulations, accreditation, professional ethics, program assessment, staff performance evaluation, and community relationships for early childhood administrators.

ECED 440 Instruction and Assessment in Early Childhood Education (3)

This course examines the relationships between instruction and student assessment and the decision-making process for creating effective curriculum for preschoolers. Students will demonstrate the use of student observation; developmental assessment tools; authentic assessment; integration of culturally relevant content into curricular planning; and self-reflection of early childhood knowledge and pedagogy.

ECONOMICS

ECON 130 Principles of Microeconomics (3)

Examination of the decision-making process of households and firms. Analysis of the functioning of market systems, using supply and demand models. This analysis includes both input and output markets. Additional topics include the role of government in a market system, and the effects of competitive strategy. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (DS)

ECON 131 Principles of Macroeconomics (3)

Examination of the workings of the overall economy from a national perspective. Topics include the determination of national income; causes and effects of inflation; unemployment and income inequality; causes and consequences of international differences in economic growth; analysis of business cycles; and role of government policy in stabilizing the economy. Additional topics include taxation, budgets, and trade. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (DS)

ECON 300 Intermediate Macroeconomic Theory (3)

National income accounts and determination, Keynesian multiplier analysis, IS-LM model, national economic policy to combat unemployment and inflation. Pre: ECON 310, or introductory macroeconomics course

ECON 301 Intermediate Microeconomic Theory (3)

Price determination and resource allocation under various market structures, consumer theory, theory of the firm, externalities. Pre: ECON 310 or introductory microeconomics course

ECON 302 Managerial Economics (3)

Application of economic and statistical concepts for business decisions. Topics include demand and supply analysis, production, case analysis, forecasting, technological change, capital budgeting, input output analysis, and computer techniques for business problems. Pre: introductory economics class or Econ 130 or 310; and Math 103 or higher level math.

ECON 310 Concepts in Economic Theory (3)

This course will cover the fundamental principles in microeconomic and macroeconomic theory and extend to selected topics beyond the principles level. The course will cover the market, prices, supply and demand, market analysis, market structures of perfect competition and monopoly, national income accounting, aggregate supply and demand, fiscal and monetary policies, unemployment, inflation and growth. No prerequisite courses are necessary. (Not recommended for those who have completed Econ 130/131 or equivalent.)

ECON 311 Hawaii's Economy (3)

Economic history of Hawai'i from pre-Captain Cook to the present, current economic problems, trends and alternative economic futures for Hawai'i. (Cross-list HPST 311)

ECON 321 Business Finance (3)

Introduction to the theory and practice of financial management: analysis and decision making for asset management, capital budgeting, and capital structure. Pre: BUSA 310 or equivalent introductory accounting courses, and SSCI 310. (Cross-list BUSA 321)

ECON 322 Money and Capital Markets (3)

This course will look at the major types of financial institutions and financial instruments such as stocks, securities, and mortgages. It will look at how and why the system of money and capital markets exists and how it is changing. Also, it will provide an explanation of how interest rates and security values are determined and used. Further, it will discuss the current and future trend of the globalization of the financial markets. Pre: Econ 130 and 131 or equivalent.

ECON 323 Economic and Financial Environment of Global Business (3)

International trade, financial flows and direct investment, public and private institutions including government policies and captive markets. Emphasis on Asian-Pacific issues with attention to the cultural differences among countries. Pre: ECON 310, or introductory macroeconomics and microeconomics courses. (Cross-list BUSA 323)

ECON 325 Philosophy of Economics (3)

Examination of the philosophical basis of Western economic systems. Emphasis on the conception of man, the role of economics in social life, and the vision of society from Adam Smith to the present. (Cross-list PHIL 325)

ECON 340 Money and Banking (3)

Nature and role of money; money creation; commercial banking and financial intermediaries; role of central banks and monetary policy; international aspects of monetary problems.

ECON 358 Environmental Economics (3)

Economic analysis of environmental issues. Questions addressed are: How much pollution is too much? Can government solve the pollution problem? Can incentives be used to affect the amount of pollution? How can global issues be resolved? Pre: ECON 310, or introductory microeconomics course

ECON 396 Contemporary Economic Issues (3)

Explores the relevance of economic principles to such current economic problems as inflation, unemployment, balance of payments, energy crisis, distribution of income, discrimination, and other topics of current interest. Approach will be analytical, with the student posing and analyzing problems using economic concepts.

ECON 410 Economic Development (3)

Problems of contemporary economically less-developed countries; agricultural employment and urbanization/industrialization, savings and investment, foreign sector, population growth, strategies for development. Pre: ECON 300 and 301

ECON 432 Forecasting and Risk Management (3)

Analysis of time series data for forecasting and risk management. Forecasts for smoothing, decomposition, multiple regression, Box Jenkins, auto-correlation, moving average, auto-regression. Comparison and selection of suitable forecasting methods for a given application. Use of computer packages. Pre: SSCI 310 (Cross-list BUSA 432)

ECON 460 International Trade (3)

Theory of international trade and welfare, gains from specialization and exchange, impact of trade restrictions such as tariffs and quotas. Pre: ECON 301

ECON 461 International Finance (3)

Monetary aspects of international economics, optimum reserves, exchange rates, balance of payments, capital movements. Pre: ECON 300 and 340

ECON 474 Economies of the Pacific Basin (3)

Analysis of recent developments in the structure, trend, and composition of the Pacific economies. Major emphasis is placed on the most important economies such as Japan, Taiwan, Korea, Philippines, Singapore, New Zealand, Australia, and Mexico. Pre: ECON 300 (Cross-list BUSA/HPST 474)

ECON 495 Urban Economics (3)

Residential and industrial location, land and housing markets, effects of zoning, social problems of an urban economy, and urban administration; focus on State of Hawai'i and City and County of Honolulu. Pre: ECON 310, or introductory microeconomics course

ECON 496 Selected Topics in Economics (v 1-6)

Topics selected will vary, emphasis on relevancy and application of theory and analysis to problem solving. Examples: natural resource economics, law and economics, women and the economy, economics of information, and cost-benefit analysis. May be repeated for credit.

ECON 499 Directed Reading and Research (v)

Individual projects in various fields. To be arranged with the instructor.

EDUCATION: ELEMENTARY

*Note: Approval of the Application for the Professional Teacher Education (APTE) program is required for enrollment into the 400-level Elementary Education courses. Requirements include: passing scores on the Praxis I; Junior-level standing; and a minimum 2.5 cumulative (overall) GPA. Additionally, minimum grades of C or better in the following courses: ENG 100 and HUM 310 or equivalent; MATH 103 and 220 or equivalent; a course in Oral Communication; and EDEE 200 and 201.

EDEE 200 Early Field Experience (1)

45 hours of supervised field experiences that engage the preservice teacher candidate in a Professional Development School (PDS) teaching and learning environment. Requires weekly reflections that are grounded in critical thinking about issues in teaching and learning, along with attention to the ethical standards of the teaching profession. Pre: placement into ENG 100, or concurrent enrollment in ENG 22, Sophomore or higher level standing Coreq: EDEE 201.

EDEE 201 Introduction to Teaching as a Career (1)

This course introduces the preservice educator to the process of becoming a credentialed classroom teacher in the State of Hawai'i. Topics include: an overview of the Teacher Education program, K-6; Teaching Career Goals; Philosophy of Teaching and Learning; Reflections on Teaching and Learning as inspired by the experiences in EDEE 200; Initial Development of the Professional Portfolio. Pre: placement into ENG 100, or concurrent enrollment in ENG 2, Sophomore or higher level standing Coreq: EDEE 200.

EDEE 300 Service Learning (v 1-3)

In this field-based course, students participate in a minimum of 45 hours (per credit hour) of volunteer work, utilizing cultural and scientific community resources, which in turn provide the contexts for understanding the impact of educational initiatives in a global society. Taken concurrently with EDEE 310, students gain valuable, first-hand experience with contemporary issues in education, within the context of service to the local community. Pre: Sophomore or higher level standing; EDEE 200 and 201 (or concurrent enrollment) Coreq: EDEE 310.

EDEE 310 Education in a Global Society (3)

This project-based course examines historical, political, philosophical, sociological, and ethical factors influencing education in today's global society. Particular emphasis is placed on contemporary problems and applications in the context of service to the local community. Requires students to engage in critical thinking, reflective decision-making, and action research. Pre: EDEE 200 and 201 (or concurrent enrollment) Coreq: EDEE 300.

EDEE 401 Diversity in American Education (3)

This course provides an in-depth study of the dynamics of change in the educational environment, as a result of increased cultural and linguistic diversity in today's global society. Students examine the social, political, curricular, ethical, and instructional implications for differentiated instruction designed to meet the needs of all learners. Students engage in culturally responsive pedagogy during a required one-on-one tutorial experience, culminating in a written case study. Pre: APTE approval*; and PSY 342 (or concurrent enrollment).

ENGLISH

ENG 100 Composition I (3)

This course provides composition skills for all academic writing to follow, focusing on clear descriptive writing, critical analyses of texts, and research writing. Students will produce short essays as well as a longer research project in which they must practice correct citation and documentation. They will learn to plan, outline, and edit well-organized essays with clear theses, pertinent supporting information, and correct grammar. Pre: placement into ENG 100 (FW)

ENG 270 World Literature I (3)

This course offers a broad survey of world literature written before the 16th century. Representing literary genres such as the epic and the tragedy, primary texts will be drawn from a variety of global cultures, including those of the Middle East, Europe, Asia, Africa, and the Americas. Pre: placement into ENG 100, or concurrent enrollment in ENG 22

ENG 300 Methods of Literary Interpretation (3)

This course acquaints students with the reading skills appropriate to various literary and cinematic forms. Covering several interpretive methodologies, the course will include readings drawn from poetry, fiction, drama, and film as well as critical theory and applied criticism.

ENG 320 (Alpha) World Literature (3)

Selected topics in World Literature, such as European Literature, Asian Literature, Latin American Literature, and African Literature. Readings will introduce students to the style and vision of particular regions, periods, and literary movements. The course also allows a detailed examination of works by individual authors.

ENG 330 Early British Literature (3)

A study of British Literature from the seventh through the sixteenth centuries. The course will include study of Old English poetry and prose in translation. The course will also concentrate on such major authors as Chaucer, Spenser, Marlowe, and early Shakespeare.

ENG 331 Seventeenth and Eighteenth Century British Literature (3)

A study of the major British writers of the seventeenth and eighteenth centuries including Milton, Shakespeare, Donne, Pope, Johnson, and Swift. The course will also examine the rise of the British novel.

ENG 332 Nineteenth Century British Literature (3)

A study of the major British writers of the nineteenth century, such as Austen, Blake, Wordsworth, Coleridge, Shelley, Byron, the Brontë sisters, Tennyson, Browning, Hopkins, Dickens, George Eliot, and Thomas Hardy.

ENG 333 Twentieth Century British Literature (3)

An examination of representative works of major British poets, fiction writers, and dramatists of the Twentieth Century.

ENG 340 Early American Literature (3)

A survey of American writing through the 17th century. The reading list includes indigenous literatures, European narratives of exploration, and the various genres employed by artists of the Puritan, revolutionary, and early national periods.

ENG 341 Nineteenth Century American Literature (3)

Beginning with the “American Renaissance” writers such as Poe, Emerson, Melville, and Dickinson, this survey of United States literatures of the 1800s also examines a series of popular literary genres, including the slave narrative and the stage melodrama. Class meetings will be devoted to the discussion of literary art within historical and cultural contexts throughout the Jacksonian period, the Civil War, and Reconstruction.

ENG 342 Twentieth Century American Literature (3)

United States literatures of the “long” 20th century (1898-present). Embracing all major literary forms, the reading list will treat intellectual movements (such as Modernism and Postmodernism), historical contexts (war, immigration), and the ways in which literature may be used as a mode of political and cultural resistance.

ENG 360 Literature and Film (3)

Literature/film adaptation is the primary subject of this course, alongside genre studies and literary treatments of the cinema. In addition to film screenings, course readings will include primary literary texts and film criticism.

ENG 361 History of Film (3)

A chronological survey of the many forms and interpretations of the cinema: technological and aesthetic developments, competing movements and schools of filmmaking, and tensions between the individual director-auteur and the “culture industries” of Hollywood. Emphasizing canonical films by famous directors, the course also alerts students to alternative film historiographies.

ENG 362 Genres and Directors (3)

An examination of major film genres and the filmmakers who have contributed to their development. Readings and discussions will focus upon negotiations between generic conventions and artistic innovation.

ENG 380 Multicultural & Postcolonial Literatures (3)

With recourse to the work of writers from around the world, this course explores the tension in literary studies between cultural diversity and political resistance. Central issues include the composition of literary canons and the role of literature in imperialism and decolonization.

ENG 401 Existentialism and the Human Condition (3)

Study of the nineteenth and twentieth century thematic explorations of human consequences, freedom, choice, death, and the precarious and often baffling nature of human existence, as expressed in philosophy, literature and film. (Cross-list PHIL 401).

ENG 410 The Bible as Literature (3)

A study of the literary genres in the Bible. The course will examine how Biblical texts represent the cultural and spiritual values of the times. The course also emphasizes the analysis of style, structure, and major themes of selections from both the Old and New Testaments.

ENG 441 Gender and Sexuality in Literature and Film (3)

An examination of the representation of gender roles and sexual identities in a sample of literary works and films.

ENG 470 Literature as History (3)

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

ENG 476 Contemporary Literature of Hawai‘i (3)

A study of writers who either came from, or have written about, Hawai‘i. This course may begin with 19th century “sojourner literature” and will emphasize the modern writers. (Cross-list HPST 476)

ENG 477 Polynesian and Micronesian Mythology (3)

This class introduces students to a wide range of traditional oral literature from islands within Polynesia and Micronesia, the parts of the Pacific nearest to Hawai‘i. The literature covers traditional time periods - stories common just before European Contact, from the late 1700’s to the early 1800’s. Literature includes tales of the different gods of these islands and the creation of the universe, the islands, and man; myths of the afterlife; stories of cultural heroes like Maui and Tahaki in Polynesia; stories of the arrival of settling groups headed by certain chiefs; and more factual oral historical accounts of pre-European rulers and chiefs and battles for political control. (Cross-list HPST 477)

ENG 478 Hawaiian Mythology II (3)

This class is taught as a companion class to Hawaiian Mythology I (ENG 479). The class further introduces students to the range of traditional Hawaiian oral literature. These include stories and prayers involving major and local gods, family ‘aumakua (focusing on sharks), the Pele and Hi‘iaka story, Kamapua‘a (the 1860s Fornander Collection version), the Maui stories, accounts of voyaging to Kahiki, and the late period dynastic accounts of the rulers of the Kingdom of O‘ahu. The cultural setting of these stories is discussed in the context of where they took place, and of Hawaiian culture and its changes. How these stories were recorded in the 1800s and changes in them, since then, are analyzed. The background of key collectors of oral stories is also reviewed. (Cross-list HPST 478).

ENG 479 Hawaiian Mythology I (3)

This class is taught as a companion class to Hawaiian Mythology II (ENG 479). The class introduces students to the range of traditional Hawaiian oral literature. These include tales and prayers involving the gods, the creation of the islands and man, stories of menehune, Pele (her arrival, and the local stories of Hawai‘i Island), Kamapua‘a (the 1891 version), Ku‘ula and ‘Ai‘ai, and the late period dynastic oral accounts of rulers of the Kingdom of Hawai‘i. The cultural setting of these stories is discussed in the context of where they took place, and of Hawaiian culture and its changes. How these stories were recorded in the 1800s and changes in them, since then, are analyzed. The background of key collectors of oral stories is also reviewed. (Cross-list HPST 479)

ENG 480 Contemporary Literature of the Pacific (3)

This course surveys the new emerging English literature by native South Pacific Islanders from 1960-1995. Emphasis on contemporary themes and issues in the novels, poetry, short stories, and essays from New Zealand, Papua New Guinea, Fiji and other areas. (Cross-list HPST 480)

ENG 481 Plantation Fictions (3)

Literary and cinematic treatments of the American plantation experience in Hawai‘i and the continental United States. Including works by writers such as Mark Twain, Charles Chesnutt, Toni Morrison, and Milton Murayama.

ENG 496 Selected Topics in Literature and Film (v 1-6)

Topics selected will be based on program relevancy and student interest. Course content will vary. May be repeated for credit.

ENG 499 Directed Reading and Research (v)

Individual projects in various subjects. To be arranged with the instructor. Reserved for advanced students who have completed at least three literature courses.

HAWAIIAN

HAW 101 Elementary Hawaiian I (4)

This class is the introductory class in Hawaiian language. Students will begin to develop basic skills in speaking, writing, reading, and listening. Pronunciation, basic grammar, and increasing vocabulary are important elements of the class. Students will learn to have basic conversations, and they will learn how to write and read simple descriptive sentences. This will be done through reading chapters in the book linked with classroom lectures, activities, drills, and reviews. The class will be taught within the context of Hawaiian culture and history. Pre: placement into ENG 100, or concurrent enrollment in ENG 22

HAWAIIAN-PACIFIC STUDIES

HPST 311 Hawaii's Economy (3)

Economic history of Hawai'i from pre-Captain Cook to the present, current economic problems, trends and alternative economic futures for Hawai'i. (Cross-list ECON 311)

HPST 326 Hawaiian and Pacific Environments (3)

This course will examine historic and current ecological principles and human impact on the environment. Course objectives include: 1) learning about underlying scientific principles which affect Earth's environment; 2) evaluating problems arising from human interaction with the environment; and 3) examining both scientific and cultural solutions to environmental problems, especially with reference to Hawai'i. (Cross-list SSCI 326)

HPST 330 Science and Technology in Pre-Contact Hawai'i (3)

This course examines the means by which the Polynesian people came to Hawai'i using an instrumentless science of navigation and a highly evolved technology for constructing open ocean sailing canoes. The course also examines the ways in which they prospered in the absence of metals and pottery, as well as which plants they brought with them and which native plants they learned to use. The knowledge and techniques they developed that became uniquely Hawaiian will be covered.

HPST 342 Indigenous Peoples and Modernity (3)

This course offers a comparative understanding of the growing importance of nations not represented by states - the indigenous peoples of the fourth world. Case studies will draw from the experience of Native Hawaiians, Native Americans, Australian Aborigines, and South African San (among others) to clarify struggles for cultural and political sovereignty, and the growing contribution of such earth-based societies to politics and cosmology beyond modernity. The goal will be to facilitate constructive discourse between indigenous peoples and the citizens of industrial nations. (Cross-list ANTH/POLS 342)

HPST 350 Pacific Islands Cultures (3)

Investigates the fantasy and reality of the exotic cultures of Polynesia, Micronesia, and Melanesia. Explores the original formation and peopling of the islands; the different social, political, economic and religious systems that developed; and the history of foreign contact and culture change. (Cross-list ANTH 350)

HPST 380 (Alpha) Field Archaeology (v)

Students will learn the techniques of archaeological survey, excavation, mapping, and photography. Hands-on experience will be gained through fieldwork investigations of sites. May be repeated for credit. (Cross-list ANTH 380)

HPST 381 Hawai'i Politics (3)

What are Hawaii's most urgent problems? What are their roots? What are the solutions? Pre-contact Native Hawaiian "island politics" is used as a baseline for evaluating the last 200 years of Americanization. This course offers an in-depth understanding of the basic values, institutions, and practices of government in Hawai'i, setting up a conversation between indigenous (Native) Hawaiian, European, Asian and other Polynesian voices. The course focuses on economic policy, environmental issues, and democratic participation in decision-making. (Cross-list POLS 381)

HPST 384 Hawai'i from European Contact to the Overthrow (3)

Survey of the social, economic, and political history of the Islands from European contact to the overthrow of the Kingdom of Hawai'i. Emphasis is on the elements of change and continuity that have shaped the culture and history of the Islands. The contributions of the diverse ethnic groups will be stressed. (Cross-list HIST 384)

HPST 437 Pacific Archaeology (3)

This course investigates the origins of Pacific peoples and their settlement and adaptation to the islands in Melanesia, Micronesia, and Polynesia. Evidence will be drawn from archaeological sites, artifacts, languages, and oral traditions. (Cross-list ANTH 437)

HPST 456 Peoples of Hawai'i (3)

An interdisciplinary course utilizing a variety of theoretical perspectives for examining the creation of Hawai'i's multi-ethnic culture and society. Topics include the foundation provided by the indigenous culture, changes wrought by cultural contacts, demographic changes, and social movements. (Cross-list SOC 456)

HPST 461 Traditional Art of Hawai'i (3)

This class introduces students to different kinds of traditional arts in Hawai'i - kapa (bark cloth), mats, feather work, three-dimensional images, neck pendants, etc. For each type of art, lectures will review traditional examples with pictures and a discussion of manufacturing and styles. Current artists will visit the class and present basic information on art form manufacture and styles. Museum collections will also be visited. The goals of this class are: 1) to introduce students to different types of traditional arts in Hawai'i; 2) to introduce students to some of the current artists still practicing these arts; 3) to introduce students to some of the more public collections of traditional arts; and 4) to enable the student to research and learn more details about one type of art through a class research paper.

HPST 462 Traditional Art of the Pacific (3)

This class looks at different kinds of arts in the regions of Polynesia and Micronesia within the Pacific. The focus is on traditional times - just prior to European contact into early post-contact times, roughly the 1700's to mid-1800's. Arts reviewed will include clothing (tapa bark-cloth, woven banana-fiber cloth, flax cloth); headdresses and ornaments of higher ranking people; house architecture, mats and containers (carved wooden boxes, plaited baskets) found within houses; three-dimensional carved religious and ancestral images; and weapons (carved spears, long clubs, hand clubs). For each type of art, lectures will discuss how they were used and made, and describe different styles of art form. Current artists may visit the class and present basic information on art form manufacture and styles. Museum collections will also be visited. The goals of this class are: 1) to introduce students to different types of traditional art forms in Polynesia and Micronesia; 2) to introduce public collections of traditional arts; and 3) to enable the student to research and learn more details about one type of art through a class research paper.

HPST 471 Polynesia Before European Contact (3)

This course is a detailed overview of Polynesian history from initial settlement to European contact, covering the spread of settlement through Polynesia and the histories of selected island groups. A multi-disciplinary approach to history is used, looking at oral historic, early historic, historical linguistic, and archaeological information. Among the islands usually studied are Tonga, Samoa, the Marquesas, the Tuamotus, Mangareva, Easter Island, the Society Islands (Tahiti), the Southern Cooks, Aotearoa (New Zealand), and the little known Chatham Islands. Among the subjects covered are the rise of the Tongan kingdom, the initial settlement of Eastern Polynesia from Samoa, the formation of stratified countries in Tahiti, Aotearoa's smaller societies with raiding and fortifications, and Easter Island's history with its large statues. The student will also get a more detailed knowledge of one island group through a research paper, learning basic research and writing methods. (Cross-list HIST 471)

HPST 474 Economies of the Pacific Basin (3)

Analysis of recent developments in the structure, trend, and composition of the Pacific economies. Major emphasis is placed on the most important economies such as Japan, Taiwan, Korea, Philippines, Singapore, New Zealand, Australia, and Mexico. Pre: ECON 300 (Cross-list BUSA/ECON 474)

HPST 476 Contemporary Literature of Hawai'i (3)

A study of writers who either came from, or have written about Hawai'i. This course may begin with 19th century "sojourner literature" and will emphasize the modern writers. (Cross-list ENG 476)

HPST 477 Polynesian and Micronesian Mythology (3)

This class introduces students to a wide range of traditional oral literature from islands within Polynesia and Micronesia, the parts of the Pacific nearest to Hawai'i. The literature covers traditional time periods - stories common just before European Contact, from the late 1700's to the early 1800's. Literature includes tales of the different gods of these islands and the creation of the universe, the islands, and man; myths of the afterlife; stories of cultural heroes like Maui and Tahaki in Polynesia; stories of the arrival of settling groups headed by certain chiefs; and more factual oral historical accounts of pre-European rulers and chiefs and battles for political control. (Cross-list ENG 477)

HPST 478 Hawaiian Mythology II (3)

This class is taught as a companion class to Hawaiian Mythology I (HPST 479). The class further introduces students to the range of traditional Hawaiian oral literature. These include stories and prayers involving major and local gods, family 'aumakua (focusing on sharks), the Pele and Hi'iaka story, Kamapua'a (the 1860s Fornander Collection version), the Maui stories, accounts of voyaging to Kahiki, and the late period dynastic accounts of the rulers of the Kingdom of O'ahu. The cultural setting of these stories is discussed in the context of where they took place, and of Hawaiian culture and its changes. How these stories were recorded in the 1800s and changes in them, since then, are analyzed. The background of key collectors of oral stories is also reviewed. (Cross-list ENG 478)

HPST 479 Hawaiian Mythology I (3)

This class is taught as a companion class to Hawaiian Mythology II (HPST 478). The class introduces students to the range of traditional Hawaiian oral literature. These include tales and prayers involving the gods, the creation of the islands and man, stories of menehune, Pele (her arrival, and the local stories of Hawai'i Island), Kamapua'a (the 1891 version), Ku'ula and 'Ai'ai, and the late period dynastic oral accounts of rulers of the Kingdom of Hawai'i. The cultural setting of these stories is discussed in the context of where they took place, and of Hawaiian culture and its changes. How these stories were recorded in the 1800s and changes in them, since then, are analyzed. The background of key collectors of oral stories is also reviewed. (Cross-list ENG 479)

HPST 480 Contemporary Literature of the Pacific (3)

This course surveys the new emerging English literature by native South Pacific Islanders from 1960-1995. Emphasis on contemporary themes and issues in the novels, poetry, short stories, and essays from New Zealand, Papua New Guinea, Fiji and other areas. (Cross-list ENG 480)

HPST 482 Pacific Islands (3)

European impact and native response on major island groups from exploration to annexation, independence, and trusteeship (Cross-list HIST 482)

HPST 483 Archaeology of Hawai'i (3)

This course will explore Hawaiian prehistory from the time of original settlement of the Islands until the arrival of Captain James Cook. Evidence will be gained from the investigation of archaeological sites, settlements, artifacts and other physical remains, and from recorded Hawaiian oral traditions. These data will be used to reconstruct ancient Hawaiian life, and ways to trace the development of Hawaiian society. (Cross-list ANTH/HIST 483)

HPST 488 Twentieth Century Hawai'i (3)

An examination of 20th century Hawai'i emphasizing social and political developments. The formation of labor, the impact of World War II and the growth of the Democratic Party will be studied to understand the dynamics of contemporary Island life. (Cross-list HIST 488)

HPST 495 (Alpha) Research Methods (3)

This class teaches students how to do research on Hawaiian-Pacific Studies topics (using primary sources and data) and how to present findings. Each course will focus on a specific research topic. Relevant basic sources and data and their location will be discussed, and the student will learn how to obtain information from these sources (e.g., notes, interviews, etc.). Students will conduct research on the class topic. Findings will be presented in oral and/or written formats. The course is taught primarily in a seminar format, promoting student participation. Course content will vary with the research topic, discipline of focus, and instructor. May be repeated for credit towards graduation with different focus/topics.

HPST 496 Selected Topics in Hawaiian-Pacific Studies (v 1-6)

Topics selected will vary with program relevancy and student interests. May be repeated for credit.

HPST 499 Directed Reading and Research (v)

To be arranged with the instructor.

HISTORY

HIST 151 World Civilizations to 1500 (3)

A survey course dealing with significant historical events and differing perspectives in world civilizations from prehistory to 1500. The course will include instruction in how to use primary materials. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (FGA)

HIST 241 Civilizations of Asia (3)

This class is a survey of major civilizations of Asia from earliest times to 1500, and will cover East Asia, Southeast Asia, and South Asia. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (DH)

HIST 306 History of Southeast Asia (3)

This course will focus on the broad themes of regional unity and diversity in Southeast Asia, namely how local cultures adapted to religious, economic, political, and intellectual influences from outside the region. The course will study the history of the peoples of this region beginning with the classical maritime and mainland empires to the onset of Western colonialism and the rise of nationalistic resistance, and conclude with a study of postwar Southeast Asia.

HIST 308 Science and the Modern Prospect (3)

Examines the history, philosophy and politics of science. Studies of major ideas in the history of science and of contemporary perspectives on the methods, purpose, scope, and limits of science. Offers students an understanding of scientific thought and practice from a humanistic perspective. (Cross-list PHIL/POLS 308)

HIST 311 Chinese Culture (3)

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

HIST 312 Modern China (3)

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

HIST 318 Asian American History (3)

This course will examine the experience of Asian immigrants and their citizen descendants in the United States, with an emphasis on Hawai'i. The groups covered include Chinese, Filipino, Japanese, Korean, South Asian, and Southeast Asian Americans. Topics include discussion of: 1) historical forces in the Asian countries and in the U.S. which shaped Asian immigration; 2) the development of ethnic communities; and 3) the struggle of Asians against American nativist feelings and discrimination. This course will also examine the broader question of how race is formed in America, and how racial categories affect our daily lives and the way we see the world.

HIST 321 Japanese Culture (3)

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

HIST 322 Modern Japan (3)

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

HIST 328 Modern Korea (3)

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

HIST 338 Modern European History (3)

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

HIST 354 History of Russia (3)

A survey of the growth of civilization in Russia with major emphasis on the social and cultural life of the Russian people. At least one major Russian novel will be read along with historical works.

HIST 374 American Intellectual History (3)

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

HIST 384 Hawai'i from European Contact to the Overthrow (3)

Survey of the social, economic, and political history of the Islands from European contact to the overthrow of the Kingdom of Hawai'i. Emphasis is on the elements of change and continuity that have shaped the culture and history of the Islands. The contributions of the diverse ethnic groups will be stressed. (Cross-list HPST 384)

HIST 393 U. S. Military History (3)

A survey of American wars, warriors, and strategic thought from the Revolutionary War to Vietnam.

HIST 433 Middle Ages, 300-1300 A.D. (3)

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

HIST 461 The British in America: 1607-1763 (3)

This course will examine the European discovery of America, the clash between Europeans and Native Americans, English colonial organization, the Enlightenment in America, the Great Awakening, the colonial wars, and the strains which ultimately led to the Revolution.

HIST 462 The Formative Years: U.S. History 1763-1841 (3)

Among the subjects to be covered: the colonial legacy; causes of the Revolution; independence; Constitution; the Federalist decade; Jeffersonianism; diplomatic foundations of the new nation; the Age of Jackson; and the foundations of American political and social development.

HIST 463 U. S. History 1840-1920 (3)

An examination of the dislocations caused by sectionalism, the Civil War, industrialism, immigration, and urban growth; and the efforts of reformers and government to deal with them.

HIST 464 The Triumph of Mass Culture: The United States Since 1920 (3)

Political developments viewed in the context of America as a revolutionary new technological culture. Emphasis is given to the radical change in life-style, family patterns, and national purpose in the "American Century."

HIST 466 The United States in the Pacific (3)

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

HIST 470 Literature as History (3)

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

HIST 471 Polynesia before European Contact (3)

This course is a detailed overview of Polynesian history from initial settlement to European contact, covering the spread of settlement through Polynesia and the histories of selected island groups. A multi-disciplinary approach to history is used, looking at oral historic, early historic, historical linguistic and archaeological information. Among the islands usually studied are Tonga, Samoa, the Marquesas, the Tuamotus, Mangareva, Easter Island, the Society Islands (Tahiti), the Southern Cooks, Aotearoa (New Zealand), and the little known Chatham Islands. Among the subjects covered are the rise of the Tongan kingdom, the initial settlement of Eastern Polynesia from Samoa, the formation of stratified countries in Tahiti, Aotearoa's smaller societies with raiding and fortifications, and Easter Island's history with its large statues. The student will also get a more detailed knowledge of one island group through a research paper, learning basic research and writing methods. (Cross-list HPST 471)

HIST 482 Pacific Islands (3)

European impact and native response on major island groups from exploration to annexation, independence, and trusteeship. (Cross-list HPST 482)

HIST 483 Archaeology of Hawai'i (3)

This course will explore Hawaiian prehistory from the time of original settlement of the Islands until the arrival of Captain James Cook. Evidence will be gained from the investigation of archaeological sites, settlements, artifacts and other physical remains, and from recorded Hawaiian oral traditions. These data will be used to reconstruct ancient Hawaiian life, and ways to trace the development of Hawaiian society. (Cross-list ANTH/HPST 483)

HIST 488 Twentieth Century Hawai'i (3)

An examination of 20th century Hawai'i emphasizing social and political developments. The formation of labor, the impact of World War II, and the growth of the Democratic Party will be studied to understand the dynamics of contemporary Island life. (Cross-list HPST 488)

HIST 496 Selected Topics in History (v 1-6)

Topics selected will be based on program relevancy and student interest. Course content will vary. May be repeated for credit.

HIST 499 Directed Reading and Research (v)

Individual projects in various fields. To be arranged with the instructor.

HUMANITIES

HUM 301 Studies in the Western Tradition (3)

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

HUM 302 Studies in the Eastern Tradition (3)

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

HUM 303 Comparative Traditions: Eastern and Western (3)

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

HUM 304 Hawaiian-Pacific Traditions (3)

This class provides an introductory, multi-disciplinary overview of the cultural traditions of the native peoples of the Pacific Islands and Hawai'i. The student will learn the location and physical nature of the major island groups. History and general cultural patterns from settlement to the present are reviewed - looking at various themes, issues, and case studies. The student will also receive introductory exposure to traditional and contemporary art, music, dance and literature.

HUM 310 Writing Skills (3)

A writing-across-the-curriculum course that teaches students how to plan, develop, organize, and edit writing projects with clarity and precision. Students will learn how to write various kinds of papers, including a research project, using general practices of their specific areas of concentration. Required for students who received a score of "N" (not exempt) on the Writing Assessment Exam.

HUM 311 Creative Writing (3)

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

HUM 390 Teaching Writing (4)

This course will cover the theoretical and practical aspects of teaching writing. Students will gain experience in tutoring by assisting in the Writing and Learning Center and/or being assigned as a writing assistant to a writing-intensive class. Pre: HUM 310, or consent of instructor

HUM 399 Study Abroad (v 1-6)

Registration in this course allows enrolled registration status for students studying abroad. Courses completed abroad may remain in this category as elective credit and be applied to a Bachelor's degree up to a total of 6 credits. Note: Students must complete the Study Abroad Application Packet prior to registration into this course. Pre: Consent of faculty advisor

HUM 486 Senior Project (v)

With assistance from an advisor, students will complete a project based on original or library research related to a particular problem or issue in the chosen field of study. Students will share the results of this learning process with peers and will assist each other in refining communication skills, developing research and information retrieval techniques, and other research-related competencies. Pre: Consent of instructor, 3 upper-division credits of writing-intensive (WI) coursework

HUM 490 Humanities Practicum (v)

Students are provided an internship with an appropriate community agency. As an intern, the student is delegated the responsibility of developing the solution to a well-defined problem or is asked to complete a relevant task. Students report on the experience using their understanding of the field in which they are working. Pre: Consent of instructor, 3 upper-division credits of writing-intensive (WI) coursework. **Note: Students participating in Practicum must sign the UH West O'ahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity.**

HUM 491 Community-Based Education and Service Learning (v 1-3)

This course helps to fulfill UH West O'ahu's mission for development of public service activities. Each semester the course will focus on one or more of the following activities: tutoring and/or mentoring immigrant students and/or their parents; working with community resource people; conducting research on Hawaii's multi-cultural communities and issues of importance to them; participating in workshops that will provide appropriate background and training for these activities. Requirements: 8 hours per week (on-site, workshops, etc.). (Cross-list SSCI 491)

Note: This course can also be used as a senior practicum site, with the approval of the student's faculty advisor. Students participating in off-campus service learning or practicum activities must sign the UH West O'ahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity.

HUM 496 Selected Topics in Humanities (v 1-6)

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

INFORMATION AND COMPUTER SCIENCE

ICS 101 Tools for the Information Age (3)

Fundamental concepts and terminology for computer technology. The course includes software application for word-processing, spreadsheets, database, presentations, and web pages for problem solving. Computer technology trends and the impact of computers on individuals and society. Pre: placement into ENG 100, or concurrent enrollment in ENG 22

MATHEMATICS

MATH 103 College Algebra (3)

This course follows the elementary algebra sequence and will prepare students for pre-calculus, statistics, or other courses requiring algebraic, geometric or symbolic thinking and deduction. Students will apply algebraic and geometric techniques to solve problems, including simplifying, factoring, and/or solving radical expressions; linear, quadratic, absolute value, and literal equations; and working with inequalities, complex numbers, quadratic systems, logarithms, and introductory functions and graphs. Pre: Grade of "C" or better in Math 25, or placement into MATH 103. (FS)

MILITARY SCIENCE

Note: For MSL 301, 302, 401, and 402 a weekly two-hour leadership laboratory is required for all courses. The laboratory includes practical application of leadership skills taught in the classroom. In addition, students are required to participate in the Army Physical Fitness Training (APFT) on Monday, Wednesday, and Friday mornings. Courses are held at the University of Hawai'i at Mānoa campus.

MSL 301 Leading Small Organizations I (4)

Series of practical opportunities to lead small groups and receive personal assessments and encouragement. Uses small unit defensive tactics and opportunities to plan/conduct training. Includes field training sessions, student-taught classes, and presentations/briefings. Pre: MSL 201, 202, consent of instructor

MSL 302 Leading Small Organizations II (4)

Analyze tasks and prepare written or oral guidance for team members to accomplish tasks. Delegate tasks and supervise. Examine and apply lessons from leadership case studies. Examine importance of ethical decision-making. Includes field training sessions, student-taught classes, and presentations/briefings. Pre: MSL 301, consent of instructor

MSL 303 ROTC Advanced Camp (6)

A 32 day summer field training exercise conducted at Fort Lewis, Washington. Arduous and intensified leadership training is conducted throughout the 32 day period. Required for U.S. Army commissioning. Pre: MSL 301, 302, consent of instructor

MSL 391 American Military History (3)

Lecture and discussion on the art and science of warfare throughout the history of the United States. Restricted to students enrolled in the Army ROTC program. Pre: Consent of instructor

MSL 399 Directed Reading and Research (v)

Limited to military science students who have had at least one previous military science course for which a grade of B or higher was earned and a cumulative GPA of 2.00 or better.

Pre: Consent of instructor

MSL 401 Leadership Challenges and Goal Setting (4)

Plan, conduct and evaluate activities of the ROTC cadet organization.

Assess organizational cohesion and develop strategies to improve it.

Develop confidence in skills to lead people and manage resources.

Includes field training sessions, student taught classes, and presentations/briefings. Pre: MSL 301, 302, consent of instructor

MSL 402 Transition to Lieutenant (4)

Continues the methodology from MSL 401. Identify and resolve ethical dilemmas. Refine counseling and motivating techniques. Examine aspects of tradition and law as related to leading as an officer in the Army. Prepare for a future as a successful Army officer. Includes field training sessions, student-taught classes, and presentations/briefings. Pre: MSL 401, consent of instructor

PHILOSOPHY

PHIL 210 Social and Political Philosophy (3)

Introduction to classical, modern and contemporary social and political theories, as well as issues in a global context. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (DH)

PHIL 300 Ancient Philosophy (3)

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

PHIL 301 Modern Philosophy (3)

Upper-division introduction to philosophy for students with little or no background in philosophy. Covers those philosophies from the 17th through the 19th centuries that have had the greatest impact on the making of the modern mind and on the development of contemporary civilization.

PHIL 302 Political Philosophy (3)

Political philosophy is the search for "the best way to live" – what Socrates and Plato called "the Good Life". This is the foundational course of political science. It approaches the problems of contemporary life, as experienced by the individual, from a "big picture" understanding of human nature. This draws from anthropology, psychology, and world history. It brings to bear on the present the wisdom of primordial, classical, modern, and post-modern political philosophy. (Cross-list POLS 302)

PHIL 308 Science and the Modern Prospect (3)

Examines the history, philosophy, and politics of science. Studies of major ideas in the history of science and of contemporary perspectives on the methods, purpose, scope, and limits of science. Offers students an understanding of scientific thought and practice from a humanistic perspective. (Cross-list HIST/POLS 308)

PHIL 310 Understanding Contemporary Philosophy (3)

Study of the 20th century thinkers and ideas which have most influenced contemporary life. Studies the relations of thought and action, attempts to resolve the age-old human dilemmas by new techniques of analysis and description, evolutionary thinking, the crisis of the individual in the technological world, and other contemporary issues. Recommended for students in all divisions.

PHIL 311 Philosophy of Law (3)

Why do we have laws? Study of the origin and justifications of legal systems, who makes the laws, what makes laws just, and the relation of law to ethical and other non-legal values.

PHIL 325 Philosophy of Economics (3)

Examination of the philosophical basis of Western economic systems. Emphasis on the conception of man, the role of economics in social life, and the vision of society from Adam Smith to the present. (Cross-list ECON 325)

PHIL 401 Existentialism and the Human Condition (3)

Study of the nineteenth and twentieth century thematic explorations of human consequences, freedom, choice, death, and the precarious and often baffling nature of human existence, as expressed in philosophy, literature, and film. (Cross-list ENG 401).

PHIL 402 Historical and Philosophical Foundations of Modern Psychology (3)

This course focuses on current psychological theories (e.g., behaviorism, humanism, psychoanalysis) and traces their development through both Asian and Western philosophical traditions. (Cross-list PSY 402)

PHIL 435 The Religious Dimension of Human Life (3)

Examination of problems concerning the existence and nature of God, the human need for religion, types of religious experience, immortality, and the attempts of modern social and physical sciences to understand and interpret religion.

PHIL 439 Philosophy and Film (3)

This course addresses the unique properties of the film medium and how they have been exploited, through the viewing and analysis of a number of films, both American and foreign. We will study the particular aesthetics of film from the points of view of technique, style, and content; film analysis and criticism; the social and commercial context of film-making and viewing.

PHIL 470 Studies in Asian Philosophy (3)

Examination of the philosophy and practice of selected philosophical schools of Asia. Emphasis is upon those schools which present living options and which may enrich and enhance Western ways of thought and action.

PHIL 481 Ethics and Administration (3)

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

PHIL 482 Environmental Ethics (3)

This course will examine the history of philosophical and ethical systems and their implications for human interactions with the Earth's environment. This course will be centered around readings and discussions of selections from historically important works in the field (such as *A Sand County Almanac* by Aldo Leopold) in the context of current controversies involving environmental ethics.

PHIL 496 Selected Topics in Philosophy (v 1-6)

Topics selected will be based on program relevancy and student interest. May be repeated for credit.

PHIL 499 Directed Reading and Research (v)

Individual projects in various fields. To be arranged with the instructor.

POLITICAL SCIENCE

POLS 110 Introduction to Political Science (3)

This course introduces the possibilities of politics arising from its founding Socratic question: "How should we live?" The course surveys and evaluates some of the major resulting belief systems, ideologies, political orders, forms of government, institutions, activities, and modes of inquiry. Special attention is given to the problems and controversies of our age: placement into ENG 100, or concurrent enrollment in ENG 22 (DS)

POLS 302 Political Philosophy (3)

Political philosophy is the search for "the best way to live" – what Socrates and Plato called "the Good Life". This is the foundational course of political science. It approaches the problems of contemporary life, as experienced by the individual, from a "big picture" understanding of human nature. This draws from anthropology, psychology, and world history. It brings to bear on the present the wisdom of primordial, classical, modern, and post-modern political philosophy. (Cross-list PHIL 302)

POLS 308 Science and the Modern Prospect (3)

Examines the history, philosophy and politics of science. Studies of major ideas in the history of science and of contemporary perspectives on the methods, purpose, scope, and limits of science. Offers students an understanding of scientific thought and practice from a humanistic perspective. (Cross-list HIST/PHIL 308)

POLS 316 Constitutional Law (3)

An examination of the nature and development of the United States constitutional system. Emphasis on the role of the courts in interpreting the concepts of separation of powers, federalism, the police power, and the commerce clause. In addition, a study of fundamental rights as protected by the United States Constitution and other legal provisions and the role of the courts in interpreting freedom of expression and conscience, due process, and equal protection of the laws will be covered. (Cross-list PUBA 316)

POLS 320 Global Issues (3)

For the last 400 years, the quality of life on the planet has been increasingly shaped by global forces, many of which now seem out of control and increasingly destructive. The key players have been large centralized organizations: first nation-states and their empires, now multinational corporations. This course looks at global trends by focusing on illuminating area case studies. It attempts to offer lessons relevant to local issues and lives.

POLS 326 Environmental Politics (3)

This course looks at the current environmental crisis from the perspective of the two revolutions in humanity's relationship with the natural world: the development of agriculture 10,000 years ago, and the development of industrial-urban society beginning 400 years ago. This provides a context for evaluating the environmental politics of the United States, other industrial nations, and multinational corporations. The course concludes with a focus on Hawai'i and a consideration of alternative approaches.

POLS 330 American Politics (3)

This course offers an in-depth understanding of the basic values and institutions of American government. The course includes a dialogue between indigenous (native) American and European sources. The focus is on the values of democracy; freedom; individualism; social responsibility; and the institutions of republicanism: the separation of powers; checks and balances; and the free market. The course also provides opportunities to integrate personal experiences with a demonstration of students' understanding of a variety of contemporary political issues.

POLS 342 Indigenous Peoples and Modernity (3)

This course offers a comparative understanding of the growing importance of nations not represented by states - the indigenous peoples of the fourth world. Case studies will draw from the experience of Native Hawaiians, Native Americans, Australian Aborigines, and South African San (among others) to clarify struggles for cultural and political sovereignty, and the growing contribution of such earth-based societies to politics and cosmology beyond modernity. The goal will be to facilitate constructive discourse between indigenous peoples and the citizens of industrial nations. (Cross-list ANTH/HPST 342)

POLS 370 Politics and Public Policy (3)

An introduction to the processes through which public policy is formulated and executed in the United States and selected foreign political systems. Concern is focused on the comparative study of political relationships of administrative agencies with clientele; interest groups; and the legislative, executive, and administrative branches. Special attention is also given to questions of administrative responsibility and ethics in the public services.

POLS 371 Global Futures (3)

This course tries to make sense of the multiple crises afflicting industrial society, e.g.: endemic warfare; terrorism; permanent damage to the biosphere; starvation; over-consumption; and the disintegration of family and community life. The following questions are considered: What is the connection between crisis and transformation? How was the world view that sustains our life created? How do world views come and go? The course surveys the creative cutting edge of several disciplines from cultural history to psychology and the natural sciences, clarifying signs of radical transformation. What is the role of the individual in envisioning a future society?

POLS 378 Meaning of Mass Media (3)

This course examines how mass communications increasingly shapes modern values and behavior. The birth of mass communication with the industrial production line at the beginning of the 19th century is traced to the electronic revolution of satellite communication and the Internet. The analysis includes: the differences between propaganda, socialization and education; the central role of advertising and entertainment in modern culture; whose messages get communicated, why, and to what effect; and the ways in which the medium itself determines the content of the message. Possibilities for preferred change are considered.

POLS 381 Hawai'i Politics (3)

What are Hawaii's most urgent problems? What are their roots? What are the solutions? Pre-contact Native Hawaiian "island politics" is used as a baseline for evaluating the last 200 years of Americanization. This course offers an in-depth understanding of the basic values, institutions, and practices of government in Hawai'i, setting up a conversation between indigenous (Native) Hawaiian, European, Asian and other Polynesian voices. The course focuses on economic policy, environmental issues, and democratic participation in decision-making. (Cross-list HPST 381).

POLS 384 Women and Politics (3)

This course will serve as an examination of women and politics from three different perspectives: local, national, and global. The class examines a broad range of women's issues. The course will enable students to analyze the formation of gender identity in relation to identities based on race, class, ethnicity, sexual orientation, religion, culture, etc. The class will also consider women as they have been defined throughout time by a society based on men's ideas of women. This class will focus heavily on women's activism and resistance as understood through a feminist lens.

POLS 420 Politics of Culture (3)

Culture has lost its innocence. No longer simply the "traditional," culture has become highly political in the modern world. Issues such as race, gender, ethnicity, and cultural identity have become hotly contested and have served as rallying points for cultural revitalization, protest movements, and even wars. Who has the right to decide these issues? On what criteria can these decisions be based? This course will investigate these topics in cross-cultural perspective, with special emphasis on the contemporary Pacific (including Hawai'i). (Cross-list ANTH 420)

POLS 430 Politics and Film (3)

This course offers a holistic understanding of the unique capacity of film to shape culture, consciousness, society, and politics. In addition to dealing with the explicitly political content and impact of specific films, the course also covers the politics of film: the political economy of film production and distribution. This course is interdisciplinary, integrating material from psychology, anthropology, political economy, and history.

POLS 450 Asian Politics (3)

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

POLS 496 Selected Topics in Political Science (v 1-6)

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

POLS 499 Directed Reading and Research (v)

To be arranged with the instructor.

PSYCHOLOGY

PSY 100 Survey of Psychology (3)

This course offers an overview of the history and major areas of psychology, including memory and learning, cognition, personality, social psychology, physiological psychology, abnormal psychology, and therapy. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (DS)

PSY 302 Seminar on Psychology of Women (3)

Surveys traditional theories of the female psyche and critically evaluates historical views of women and their roles in light of feminist theory. Includes discussion of such issues as: domestic violence; child rearing practices; rape myths; educational and employment discrimination as they pertain to women today.

PSY 322 Learning, Motivation, and Behavior Modification (3)

This course provides the conceptual tools for analyzing the functional relationships between behavior and the environment. Practical applications of learning theory principles are developed through behavior modification exercises designed to help students in their own self development efforts.

PSY 323 Comparative Animal Psychology (3)

Biological, ecological, social, and learned bases of animal behavior based on laboratory and field investigations.

PSY 324 Psychology of Emotion (3)

Survey of traditional views and leading theories, and research in related topics.

PSY 325 Cognitive Psychology (3)

Theories, assumptions, empirical findings, and applications of cognitive psychology. Topics include attention, learning, memory, concept formation, communication, inference, and imagery.

PSY 331 Physiological Psychology (3)

Physiological basis of vision, audition, motivation, emotion, and learning.

PSY 340 Childhood and Adolescence (3)

Several topics such as infant-caretaker interaction, the nature-nurture controversy, parenting strategies, identity development, and others will be selected and covered in depth. Recommended preparation: a developmental psychology course

PSY 341 Social Behavior (3)

The study of social behaviors from an interdisciplinary approach. Topics will include interpersonal and intergroup relations; class and cultural influences; group dynamics in prosocial and antisocial behavior; and social change. (Cross-list SOC 341)

PSY 342 Educational Psychology (3)

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

PSY 351 Culture, Thought, and Behavior (3)

A cross-cultural investigation of concepts of self; the socialization process; personality development; interpersonal relations; world views; and the various forms of personal and cultural expressions. (Cross-list ANTH 351)

PSY 352 Varieties of Sexual Expression (3)

This course examines varieties of sexual behavior across cultures and across primate species. Special emphasis is placed on the relationship between social organization, psychological adjustment, and sexuality.

PSY 353 Conflict Resolution (3)

Factors contributing to interpersonal and societal conflict are explored along with methods for resolution. Structured role play with mediation and other techniques will be included.

PSY 371 Abnormal Psychology (3)

Nature, possible causes, and treatment of abnormal behavior; ethics, issues, and classifications are also presented.

PSY 372 Systems of Psychotherapy (3)

A survey of psychotherapeutic approaches that includes each system's theory of personality development. Special attention will be given to the therapeutic process and the client-therapist relationship.

PSY 373 Counseling Skills (3)

Developing expertise in aspects of the helping relationship in group and individual models, including listening and reflection; goal setting; handling confrontation; concentration and denial; ethical and boundary issues; determining personal style; and group process.

PSY 374 Ethics in Counseling and Psychotherapy (1)

This course familiarizes students with ethical principles, common ethical dilemmas, and processes of ethical decision-making within the fields of counseling and psychotherapy. Prerequisite: At least one of the following courses: PSY 372, 373, 406 or an appropriate lower-division course in counseling or psychotherapy.

PSY 396 Workshops and Special Seminars in Psychology (v)

Topics may include parenting, eating disorders, and management of emotions such as anxiety and aggression. Instruction will be given in various formats that emphasize student participation. Class duration will vary depending on number of credits offered. May be repeated for credit.

PSY 402 Historical and Philosophical Foundations of Modern Psychology (3)

This course focuses on current psychological theories (e.g., behaviorism, humanism, psychoanalysis) and traces their development through both Asian and Western philosophical traditions. (Cross-list PHIL 402)

PSY 403 Causation and Prevention of Substance Abuse and Addiction (3)

This course covers the diagnosis of substance addiction, the nature of the addictive process, causal factors, and primary prevention. Pre: Survey of psychology course

PSY 404 Social Correlates of Substance Abuse and Addiction (3)

Examines familial and social aspects of substance use, including a critical analysis of co-dependency concepts; the relationship between drug use and criminality; United States drug regulations; and drug use in special populations. Pre: Survey of psychology course

PSY 405 Biological Correlates of Substance Abuse and Addiction (3)

This course presents the basic features of the central nervous system, the physiology and pharmacology of drug action, and the biomedical aspects of addiction. Pre: Survey of psychology course

PSY 406 Assessment and Treatment of Substance Abuse and Addiction (3)

Focuses on diagnosis, methods, and levels of evaluation; documentation; referral and case management issues; major treatment models (12-step relapse prevention, residential and group modalities, family interventions); stages and processes of change, and ethics. Pre: Survey of psychology course

PSY 407 (Alpha) Practicum in Psychology (v)

Opportunities will be provided for supervised experience in local settings such as preschool; elementary school; hospital industry; YMCA; and crisis intervention centers. This course can be taken either in conjunction with an ongoing content course or as applied work after successful completion of an appropriate content course. May be repeated for credit with consent of instructor. Be advised that practicum sites may require current TB clearance and criminal background checks. Pre: Consent of instructor.

Note: Students participating in Practicum must sign the UH West O'ahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity.

PSY 407B Psychology Practicum: Interventions Related to Substance Use (v)

Supervised experience working in a program focused on the prevention or treatment of substance-related problems. Be advised that practicum sites may require current TB clearance and criminal background checks. Pre: Psy 403 or 406, and Psy 373, or appropriate courses in counseling skills and substance-related problems. **Note: Students participating in Practicum must sign the UH West Oahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity.**

PSY 408 Group Interventions in Substance Abuse & Addiction (3)

This course provides an understanding of basic theory and practice in group treatment of substance-related disorders, and the opportunity to learn practical skills involved in facilitating groups focused on substance abuse and addiction. Highly recommended for students seeking State certification as Substance Abuse Counselors.

PSY 412 Psychological Testing (3)

The techniques for measuring differences in personality, aptitude and intelligence are covered in this course. The construction and validation of instruments are also treated. Participants learn the rudiments of administering tests and interpreting test scores.

PSY 422 Magic, Witchcraft, and the Supernatural (3)

A cross-cultural investigation of religious beliefs and practices. The course will cover rites of transition; death and the afterlife; gods; ritual; charismatic religious leaders; religious movements; ghosts; traditional curing; shamanism; demons; witches; and sorcerers. (Cross-list ANTH 422)

PSY 429 Seminar in Experimental Psychology (3)

Seminar on recent literature in some field (mutually selected by faculty and student) and appropriate alternative research strategies and techniques. May be repeated for credit with consent of instructor.

PSY 442 Exceptional Child (3)

Evaluation of physical, emotional, and intellectual deviations; effects on growth and development of children. Recommended preparation: PSY 340, or equivalent developmental psychology course

PSY 450 Small Groups (3)

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

PSY 460 Seminar in Personality Theory (3)

A critical examination of major theoretical perspectives on personality development, functioning, measurement, and change.

PSY 474 Culture and Mental Illness (3)

A cross-cultural study of mental illness and therapeutic practices comparing Western and non-Western cultures. (Cross-list ANTH 474)

PSY 475 Psychology of Healing (3)

This course examines the subjective experience of illness in its social context, the professional definitions of disease, and the effects these have in the psychology of treating patients with serious or chronic medical problems. Emphasis is placed on the connections between mind and body in illness and healing.

PSY 480 Organizational Behavior (3)

The focus of this course is on the impact of the organizational and industrial environment on the personality of the individual. Course content includes a survey of the factors involved in industry and organizational life, such as job analysis; selection; motivation; worker satisfaction; and styles of leadership. (Cross-list BUSA/PUBA 480)

PSY 496 Selected Topics in Psychology (v 1-6)

Topics selected will vary with student interests; emphasis will be on relevancy and application of theory and analysis of problem solving. Examples: aging; early experience; humanism; dream analysis; extrasensory perception; comparative analysis of learning; and environmental problems. May be repeated for credit.

PSY 499 Directed Reading and Research (v)

To be arranged with the instructor.

PUBLIC ADMINISTRATION

PUBA 100 Introduction to Public and Justice Administration (3)

An introduction to public sector organizations, programs, management, leadership, as well as criminal justice agencies with a focus on law enforcement. Pre: placement into ENG 100, or concurrent enrollment in ENG 22

PUBA 101 Introduction to Health Care Administration (3)

This course introduces students to the fundamentals of health care administration and the U.S. health care system. Important topics such as the provision of health care, financing, delivery and resources are discussed in a wide variety of health care settings, ranging from hospitals to nursing homes to ambulatory care centers. The various roles of health care providers and administrators are also described. Pre: placement into ENG 100, or concurrent enrollment in ENG 22

PUBA 301 Health Care Administration (3)

This course introduces students to the fundamentals of health care management. Roles, functions and skills of health care managers necessary for the continuously changing health care environment are emphasized.

PUBA 302 Health Policy, Politics, and Law (3)

This course examines the role of the United States government in health care; the formation of policy for the health care sector; health care interest groups; as well as political and legal issues for the administration of health care organizations.

PUBA 303 Financial Concepts in Health Management (3)

This course explores the concepts involved in the role and structure of the finance function in health care organizations and examines knowledge and tools for budgeting, reporting, monitoring, and reimbursements.

PUBA 305 Managing Criminal Justice Agencies (3)

Analysis of the structure and management of criminal justice agencies within a systems context. Topics include determining agency mission; policies and procedures; complexities of organizational structure; intra- and inter-governmental coordination of justice personnel.

PUBA 306 Principles of Public Administration (3)

Development of governmental administration in the United States and particularly in Hawai'i: theories of administrative organization; principles and methods of administrative management and executive leadership; interpersonal and intergroup relationships; levels of decision-making; ethics; and responsibility.

PUBA 307 Community Health Analysis (3)

This course examines health data, health information resources, and analytical techniques derived from epidemiology to improve the health of communities.

PUBA 309 Criminal Law and Procedures (3)

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

PUBA 310 Research Methods in the Public Sector (3)

Examines various research methods as applied to different functional areas in the public sector including health care, human services, and others. Topics include field studies, experiments, content analysis, and surveys.

PUBA 312 Bureaucratic Politics (3)

This course is designed to describe and explain the ways in which politics and administration relate. Policy analysis and social criticism are discussed within the context of public administration and the political environment.

PUBA 313 Communication Skills for Administrators (3)

Writing and public speaking for the improvement of communication for managers.

PUBA 315 Survey Techniques for Administrators (3)

Reviews the general nature of research and its usefulness in problem solving. The application of various survey techniques to the "real world" informational needs of administrators and organizations will be covered. Students will become familiar with such techniques as sampling, questionnaire development, collation of data, and computer programming of data. The incorporation of these techniques into a good research proposal will also be covered.

PUBA 316 Constitutional Law (3)

An examination of the nature and development of the United States constitutional system. Emphasis on the role of the courts in interpreting the concepts of separation of powers, federalism, the police power, and the commerce clause. In addition, a study of fundamental rights as protected by the United States Constitution and other legal provisions and the role of the courts in interpreting freedom of expression and conscience, due process, and equal protection of the laws will be covered. (Cross-list POLS 316)

PUBA 320 Correctional Administration (3)

This course will provide an overview of correctional administration in America. It will examine corrections as a social institution; the place of corrections in the criminal justice system; federal and state prison systems; institutional management (staffing, programs and services); and future directions such as the current trend toward community-based corrections.

PUBA 321 Probation, Parole, and Community-Based Corrections (3)

Administrative organization and management in probation and parole systems. Problems of work-release and school-release programs for institutional inmates; administration of halfway houses; non-residential programs for probationers, parolees, and drug abusers; community residences for juvenile offenders; supervision of foster care programs.

PUBA 322 Issues in Community Policing (3)

An examination of community policing in theory and as actually practiced in various cities. Topics include historical evolution; rationale; implementation strategies; model programs; and methods of evaluating program effectiveness.

PUBA 324 Media, Violence, and Crime (3)

The nature and scope of crime-related violence in the media with particular emphasis on television, newspapers, and the cinema. An analysis of the impact of media violence on individuals, groups, and society as a whole.

PUBA 326 Ethical Dilemmas in Criminal Justice (3)

This course examines ethical issues faced by police, prosecutors, defense attorneys, and other participants in the justice system. Improving ethical behavior through better screening, training, and performance monitoring programs are explored.

PUBA 330 Computer Skills for Administrators (3)

This course is designed to acquaint the student with microcomputer hardware and software. Students will be introduced to applications commonly used by administrators, and will be provided with hands-on experience. The hardware will be Intel-based PCs. The software will include, but will not be limited to, office applications running under Microsoft operating systems. Finally, material on networking, the communications infrastructure, and information systems will be presented. (Not recommended for students who have completed an introductory course in computer applications.) (Cross-list BUSA 330)

PUBA 340 Administrative Decision-Making (3)

Provides an analysis of the managerial role as a decision-maker. It investigates the logic of the decision-making process, including the effect of environmental factors and the role of quantitative techniques. Consideration is also given to the behavioral implications of decision-making activities.

PUBA 341 Statistics for Decision Making in Public Administration (3)

Statistical application to public administration. Topics include: descriptive statistics, probability, and applying the concept of statistical inference to actual issues faced by public administrators. This course will focus on examples from public administration such as public finance, criminal justice, and evaluation and planning of government programs at the national, state and local levels. Pre: intermediate algebra, college algebra, statistics, or higher-level math with a "C" or better or successful completion of the UH West O'ahu math placement test.

PUBA 351 Human Resources Administration (3)

This course provides a general survey of theories and contemporary practices in the process of public and private personnel administration. In addition to topics such as recruitment and placement, training and development, compensation and performance appraisal, this course will also focus on techniques for motivation, productivity, and creativity associated with individual and organizational effectiveness. (Cross-list BUSA 351)

PUBA 352 Comparative Public Administration (3)

Comparative ecology of public administration in selected countries; analysis of similarities and differences in administrative structures and functions in developed and developing nations; practicalities of cross-cultural transferability of administrative concepts and processes.

PUBA 355 Labor-Management Relations (3)

Study of labor-management relations; the history, organization, and relationship to the administrative process. Primary focus is on labor-management relations in the private sector, but course will also cover the basic factors which distinguish private from public employment relations. Specific consideration given to current problems on the mainland and in Hawai'i. (Cross-list BUSA 355)

PUBA 367 Labor-Management Relations in the Public Service (3)

Review and analysis of the basic factors which distinguish private from public employment relations, and examination of the development of recent legislation and programs on the federal, state and municipal levels. Specific considerations given to current problems on the mainland and in Hawai'i.

PUBA 399 Study Abroad (v 1-6)

Registration in this course allows enrolled registration status for students studying abroad. Courses completed abroad may remain in this category as elective credit and be applied to a Bachelor's degree up to a total of 6 credits. Note: Students must complete the Study Abroad Application Packet prior to registration into this course. Pre: Consent of faculty advisor

PUBA 406 Contemporary Problems of Justice Administration in America (3)

Survey of major issues and problems related to the administration of justice in America. Such issues as politics and administration of justice; police discretion; prosecutorial discretion; plea bargaining; criminal defense; trial and sentencing; probation; and parole will be discussed.

PUBA 409 Legal Foundations of Justice Administration (3)

Local, state, and federal judicial systems; constitutional, judicial, and legislative influences on the administration of justice.

PUBA 410 Issues in Criminal Investigation (3)

Legal and scientific issues and techniques in criminal investigation. Consideration of conduct at the crime scene; interrogation of witnesses and suspects; legal implications of scientific technologies; and presentation of evidence in court.

PUBA 411 Emergency Management and Disaster Preparedness (3)

This course will examine emergency management, planning, and response techniques. Emphasis will be placed on effective training and coordination of medical facility personnel, public and non-profit agencies, and the military to deal with a variety of man-made and natural events.

PUBA 414 Public Communication Campaigns (3)

Design and implementation of public communication campaigns in such areas as disaster preparedness; crime prevention; environmental protection; and social services. Use of media and interactive skills for increasing knowledge and modifying behavior in targeted populations.

PUBA 431 Juvenile Delinquency (3)

An analysis of the different forms of juvenile deviance; their causes, means of control, and societal responses.
(Cross-list SOC 431)

PUBA 434 Criminology (3)

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

PUBA 435 Domestic Violence (3)

An examination of domestic violence including theories of causation; prevalence in American society; types of abuse; characteristics of victims and abusers; and responses by the criminal justice system.

PUBA 446 Contemporary Issues in Health Care (3)

This course provides an overview of the health care system including the growth and changes in the various health care providers, workforce, and settings in the delivery of care. This course also examines current and emerging management, behavioral, technological, and ethical issues in the health care field.

PUBA 460 Environmental Policy Planning and Administration (3)

This course will focus on the organization of government agencies in the formation and implementation of public policy on environmental issues. Assessment questions, laws and regulations, and the role of public participation will be covered. This course will also cover environmental management as it relates to both private and public sector. (Cross-list BUSA 460)

PUBA 461 Social Dimensions of Disaster Response (3)

Overview of empirical vs. theoretical approaches; human behavior in disaster, myths and reality; group disaster behavior; community social systems and disaster; cultures, demographics and disaster behavior distinctions and model building in sociological disaster research.

PUBA 462 Disaster Recovery and Business Continuation (3)

This course is intended for novices in business continuity and disaster recovery planning. Topics include business continuity planning; recovery of information and communication system; the purpose, goals, and objectives of plan development; and initial response to catastrophic events. (Cross-list BUSA 462)

PUBA 463 Disaster Recovery and Hazard Mitigation (3)

Household, organizational, and community recovery from disasters discussed in the context of mitigation activities to reduce vulnerability to disasters. Recovery policies, processes, and outcomes are examined at the local, state, and federal levels. Issues related to local adoption of mitigation measures are considered. The course addresses chemical properties of hazardous materials and wastes; legal requirements for their handling, storage, transportation, and disposal; methods of protecting employees, facilities, and the community.

PUBA 464 Terrorism and Emergency Management (3)

This course will identify domestic and international terrorist organizations; analyze their objectives and tactics; and examine the law enforcement and military response. Topics will include biological, chemical, and nuclear terrorism; cyberterrorism; and an assessment of the level of preparedness within the U.S.

PUBA 470 Program Planning and Evaluation (3)

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

PUBA 475 Administrative Law (3)

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

PUBA 480 Organizational Behavior (3)

The focus of this course is on the impact of the organizational and industrial environment on the personality of the individual. Course content includes a survey of the factors involved in industry and organizational life such as job analysis, selection, training, motivation, worker satisfaction, and styles of leadership. (Cross-list BUSA/PSY 480)

PUBA 481 Ethics and Administration (3)

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

PUBA 486 Senior Project (v)

With assistance from an advisor, students will complete a project based on original or library research related to a particular problem or issue in the chosen field of study. Students will share the results of this learning process with peers and will assist each other in refining communication skills, developing research and information retrieval techniques, and other research-related competencies. Pre: Consent of instructor, 3 upper-division credits of writing-intensive (WI) coursework

PUBA 490 Administrative Practicum (v)

This is a field exercise course. Students are provided internships in either business, education, or government. As an intern, the student is delegated the responsibility of developing the solution to some problem or asked to complete a relevant or characteristic task. Students report on their experience using their understanding of administrative theory and practice. **Note: Students participating in Practicum must sign the UH West O'ahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity. Pre: Consent of instructor, 3 upper-division credits of writing-intensive (WI) coursework**

PUBA 496 Selected Topics in Public Administration (v 1-6)

Topics will vary with program relevancy and student interest. May be repeated for credit

PUBA 499 Directed Reading and Research (v)

To be arranged with instructor.

RESPIRATORY CARE

RESP 401 Case Management in Cardiopulmonary Care (3)

Overview of managed care and significant trends in healthcare policy. The course material covers theoretical concepts of case management, the history and process of case management and how it links to the practice of Cardiopulmonary Care. Examines various case management models and roles, and their application in specialty roles and team models. Study local and national trends in various healthcare settings (acute care, community health, sub-acute, managed care organizations) and the implementation of case management models for the care of patients with cardiopulmonary disorders. Pre: Completion of AS in Respiratory Care at Kapiolani Community College.

RESP 402 Current Concepts in Cardiopulmonary Care (3)

Review and analysis of current trends and concepts in the management of patients with cardiovascular, pulmonary, and sleep-associated disorders. The course material covers the evidence and protocol-based approaches to management of significant complex diseases and conditions such as Acute Respiratory Distress Syndrome/Acute Lung Injury (ARDS/ALI), pulmonary tuberculosis, pulmonary hypertension and associated cardiac disease, Chronic Obstructive Pulmonary Disease (COPD), biological epidemics, and asthma management. Students will examine model practice guidelines and pathways, identify and evaluate research findings, and discuss methods for implementing best-practice models in the modern healthcare system. Pre: Completion of AS in Respiratory Care at Kapiolani Community College, or equivalent.

RESP 486 Senior Project (3)

Students will complete a research project by testing a hypothesis in the field of Respiratory Care. Students will share the results of this learning process with peers and will assist each other in refining writing skills, statistical analysis skills, public speaking skills, research and information retrieval techniques, and other research-related competencies. The instructor will facilitate this process and assist students in submitting their research for publication in the Respiratory Care Journal, Institutional Research Bulletin, and other appropriate venues. Pre: Consent of Instructor, 3 upper-division credits of writing-intensive (WI) coursework and completion of RESP 402.

SOCIAL SCIENCES

SSCI 300 Philosophy of the Social Sciences (3)

The goals of this course are to understand the philosophical bases and historical origins of theories and methodologies in the social sciences. It is an interdisciplinary introduction to the social sciences: how they developed, how they are connected, and how they are used.

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

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

SSCI 310 Applied Statistics I (3)

Methods to describe quantifiable data through frequency distribution and graphic methods, sampling, probability, estimation, hypothesis testing, and analysis of variance. Pre: intermediate algebra or college algebra with a "C" or better or successful completion of the UH West O'ahu math placement test.

SSCI 311 Critical Thinking and Problem Solving (3)

An interdisciplinary course covering the practical application of logic, evidence, and the scientific method to the evaluation of data and arguments. Students will use both written and spoken communication to critically analyze selected contemporary issues.

SSCI 317 Fieldwork and Qualitative Methods

This course teaches students the analytical skill useful in social sciences research. It also encourages creativity, synthesis, and critical reflection in the research process. It emphasizes qualitative, experiential, cross-cultural research skills, as employed in the natural setting. It critically reflects on the role of the self; historical/political/cultural contexts of research; and the interactions with informants in the production of knowledge. The possibility of applied, collaborative research, and even activism, is examined. Students conduct small projects within the multicultural Hawai'i community.

SSCI 326 Hawaiian and Pacific Environments (3)

This course will examine historic and current ecological principles and human impact on the environment. Course objectives include: 1) learning about underlying scientific principles which affect Earth's environment, 2) evaluating problems arising from human interaction with the environment, and 3) examining both scientific and cultural solutions to environmental problems, especially with reference to Hawai'i. (Cross-list HPST 326)

SSCI 340 Computer Applications (3)

This course is designed to provide "hands-on" experience with the personal computer through the use of statistical packages including Lotus, SPSS for Windows, and others. Students will learn how to enter, analyze, and present data. Topics covered will include data collection and management, statistical analysis of qualitative and quantitative data, and the use of plots and charts. Pre: SSCI 310 or a lower-division statistics course

SSCI 399 Study Abroad (v 1-6)

Registration in this course allows enrolled registration status for students studying abroad. Courses completed abroad may remain in this category as elective credit and be applied to a Bachelor's degree up to a total of 6 credits. Note: Students must complete the Study Abroad Application Packet prior to registration into this course. Pre: Consent of faculty advisor

SSCI 410 Applied Statistics II (3)

This course deals with the quantitative methods of regression, analysis of variance, and experimental design. It starts with a review of basic descriptive and inferential statistics, followed by simple and multiple regression. Then it covers the principles of experimental design and uses those concepts for analysis of variance. The approach is through case studies and real data analysis. Pre: SSCI 310 or equivalent

SSCI 486 Senior Project (v)

With assistance from an advisor, students will complete a project based on original or library research related to a particular problem or issue in the chosen field of study. Students will share the results of this learning process with peers and will assist each other in refining communications skills, developing research and information retrieval techniques, and other research-related competencies. Pre: SSCI 301, 310, consent of instructor, 3 upper-division credits of writing-intensive (WI) coursework

SSCI 490 Social Sciences Practicum (v)

Students are provided an internship with an appropriate community agency. As an intern, the student is delegated the responsibility of developing the solution to a well-defined problem or is asked to complete a relevant task. Students report on the experience using their understanding of the field in which they are working. Pre: Consent of instructor, 3 upper-division credits of writing-intensive (WI) coursework. **Note: Students participating in Practicum must sign the UH West O'ahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity.**

SSCI 491 Community-Based Education and Service Learning (v 1-3)

This course helps to fulfill UH West O'ahu's mission for development of public service activities. Each semester the course will focus on one or more of the following activities: tutoring and/or mentoring immigrant students and/or their parents, working with community resource people, conducting research on Hawaii's multi-cultural communities and issues of importance to them, participating in workshops that will provide appropriate background and training for these activities. Requirements: 8 hours per week (on-site, workshops, etc.). (Cross-list HUM 491)

Note: This course can also be used as a senior practicum site, with the approval of the student's faculty advisor. Students participating in off-campus service learning or practicum activities must sign the UH West O'ahu's Assumption of Risk and Release Form. This form must be completed prior to beginning this off-campus activity.

SSCI 496 Selected Topics in Social Sciences (v 1-6)

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

SOCIOLOGY

SOC 311 Social Stratification (3)

This course provides a study of the tendencies and problems involved in the distribution of wealth, power, status, and prestige in different kinds of social systems.

SOC 313 Sociology of Work (3)

This course examines the changing nature and social organization of work. Topics include labor history and labor organization, employment and unemployment, occupations, impact of technology, and cross-national comparisons.

SOC 324 Race and Ethnic Relations (3)

A general survey of the field of race and ethnic relations with attention to general processes operating in intergroup contact. Areas to be covered include the social construction of race and ethnicity, the social histories of selected American minorities, the structure of intergroup relations, and the nature, forms and consequences of prejudice and discrimination.

SOC 329 Organizations, Individuals, and Society (3)

This course provides an analysis of rationally designed systems of interpersonal behavior. The characteristics, attributes, and problems of bureaucracies such as government, business, and non-profit agencies are considered, as are alternatives to bureaucracies.

SOC 334 Deviant Behavior (3)

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

SOC 341 Social Behavior (3)

The study of social behaviors from an interdisciplinary approach. Topics will include interpersonal and intergroup relations, class and cultural influences, group dynamics in prosocial and antisocial behavior, and social change. (Cross-list PSY 341)

SOC 352 Sociology of Education (3)

The relationship between education and society is examined from a variety of sociological perspectives and empirical studies. Topics include social mobility and stratification, schools as organizations, and the dynamics of race, class, and gender in education.

SOC 362 Gender, Culture, and Society (3)

An exploration of gender in individual, social, and cultural contexts. Examines the interrelationship of biological and environmental factions, socialization processes, institutional contexts, and prospects for change and gender equity. (Cross-list ANTH 362)

SOC 401 Urban Sociology (3)

This course examines the growth of cities and urban settings on social behavior, relationships, and institutions. Topics include the impact of international migration, issues of urban planning, transportation, communications, housing, families, education, employment, community relations, and services.

SOC 411 Aging in Mass Society (3)

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

SOC 412 Death, Dying and Bereavement (3)

This course examines the concepts, theories and principles related to death, dying and bereavement. An analysis of the needs and concerns of life-threatened individuals and survivors will be conducted. Emphasis will be placed upon effective support and grief recovery skills. Various social, psychological, cultural, and societal perspectives on dying and grief will be investigated.

SOC 418 Women and Work (3)

This course examines the social construction of work as a gendered set of activities. Topics include the gender division of labor locally, nationally, and internationally; gendered differentials in labor supply, training, wages, working conditions, and unemployment; historical trends and future directions.

SOC 423 Social and Cultural Change (3)

An examination of the causes, processes, and effects of social change in simple and complex societies with emphasis on the major theories of social and cultural change. (Cross-list ANTH 423)

SOC 431 Juvenile Delinquency (3)

An analysis of the different forms of juvenile deviance, their causes, means of control, and societal responses. (Cross-list PUBA 431)

SOC 434 Criminology (3)

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

SOC 450 Small Groups (3)

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

SOC 451 Analysis of Marriage and the Family

This course emphasizes a critical examination of socio-historical continuities and discontinuities in family formations, family dynamics, family activities, and family dissolution. Theoretical and methodological analysis and policy implications will be emphasized.

SOC 456 Peoples of Hawai'i (3)

An interdisciplinary course utilizing a variety of theoretical perspectives for examining the creation of Hawai'i's multi-ethnic culture and society. Topics include the foundation provided by the indigenous culture, changes wrought by cultural contacts, demographic changes, and social movements. (Cross-list HPST 456)

SOC 470 Sociological Theory (3)

This course will examine sociological theories, with emphasis on the works of classical theorists. The systematic examination of the application of sociological theory to the analysis of specific social problems, issues, and institutions will be emphasized. Attention will be given to the relevance of classical perspectives on current and future sociological theory.

SOC 496 Selected Topics in Sociology (v 1-6)

Topics selected will vary with student interests; emphasis will be on relevancy and application of theory and analysis to problem solving. Examples: Okinawans Locally and Globally, The Japanese Community in Hawai'i. Course content will vary. May be repeated for credit.

SOC 499 Directed Reading and Research (v)

To be arranged with the instructor.

SPEECH

SP 151 Personal and Public Speaking (3)

This course is designed to give students experience in public speaking, as well as to introduce students to the field of communication. The course is divided into four areas: 1) principles of communication, 2) interpersonal communication, 3 group and team communication, and 4) public communication. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (O)

WOMEN'S STUDIES

WS 151 Introduction to Women's Studies (3)

Introduction to feminist interdisciplinary analysis from global and critical perspectives; relationships between women and men from Asia-Pacific, Hawaiian, and other cultures, with a focus on gender, race, class, and sexual dynamics; exploration of women's negotiations with institutional dynamics. Pre: placement into ENG 100, or concurrent enrollment in ENG 22 (DS)

FACULTY AND STAFF

ADLER, Susan Matoba, Associate Professor in Early Childhood Education, B.A., State University of New York, College at Buffalo, Elementary Education, 1971; M.A., University of North Colorado, Greeley, Elementary Education/Early Childhood Studies, 1974; Ph.D., University of Wisconsin-Madison, Curriculum and Instruction, 1995.

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BATACAN, Ray, IT Specialist, B.A., University of Hawai'i-West O'ahu, Business Administration, 2000; M.B.A., University of Hawai'i at Mānoa, Business Administration, 2003

BORENGASSER, Claire, B.A., University of Hawai'i-West O'ahu, Psychology/Sociology, 2005.

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CHOCK, Eric, Instructor in Writing and English, B.A., University of Pennsylvania, Sociology, 1972; M.A., University of Hawai'i at Mānoa, English, 1977.

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HABON, Reynaldo, Custodian.

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HELLER, Mary, Associate Professor in Elementary Education, B.A., Oklahoma State University, English; 1971; M.S., Oklahoma State University, Curriculum and Instruction/Reading, 1974; Ed.D., Oklahoma State University, Curriculum and Instruction, 1979.

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UNIVERSITY OF HAWAI‘I LEADERSHIP

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Maui Community College
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Windward Community College

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