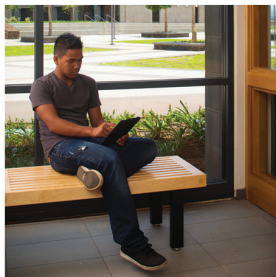




UNIVERSITY  
*of* HAWAII®  
WEST O'AHU



catalog also available for download at [www.uhwo.hawaii.edu/catalog](http://www.uhwo.hawaii.edu/catalog)

# 2013 GENERAL CATALOG 2014

This catalog contains general information about the program offerings at the University of Hawai'i - West O'ahu for the period of August 2013 to July 2014. This document summarizes applicable policies and programs of UH 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 academic 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 dates and 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.

Photos by UH West O'ahu.  
Students, Great Lawn, Laboratory, Dining Commons

# General Catalog

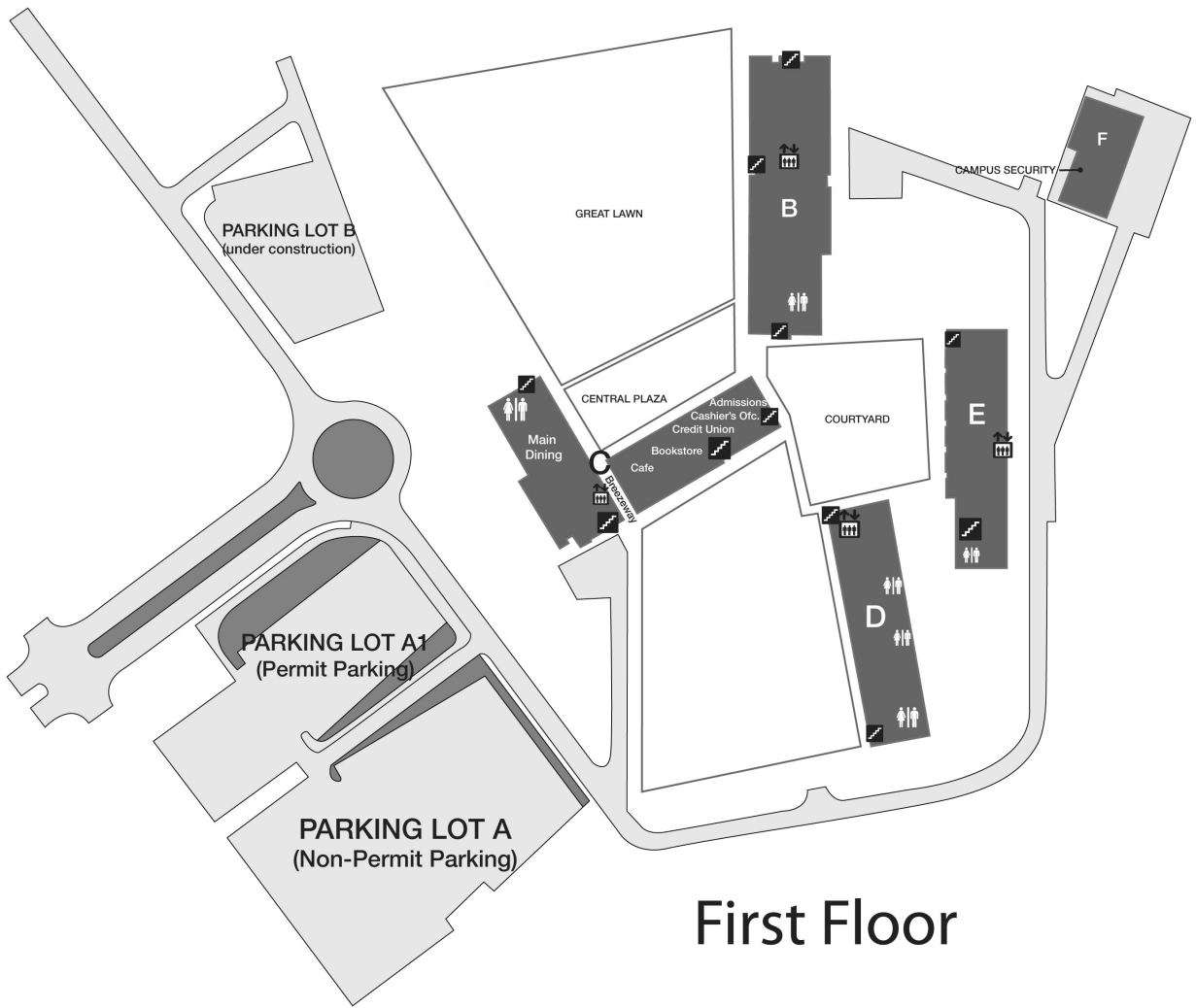
2013-2014



UNIVERSITY of HAWAII®  
WEST O'AHU

91-1001 Farrington Highway, Kapolei, HI 96707

# CAMPUS MAP



## First Floor

### CAMPUS LEGEND

- B:** Library and Resource Center
- C:** Campus Center
- D:** Classroom Bldg.
- E:** Laboratory Bldg.
- F:** Maintenance Bldg.



Restroom



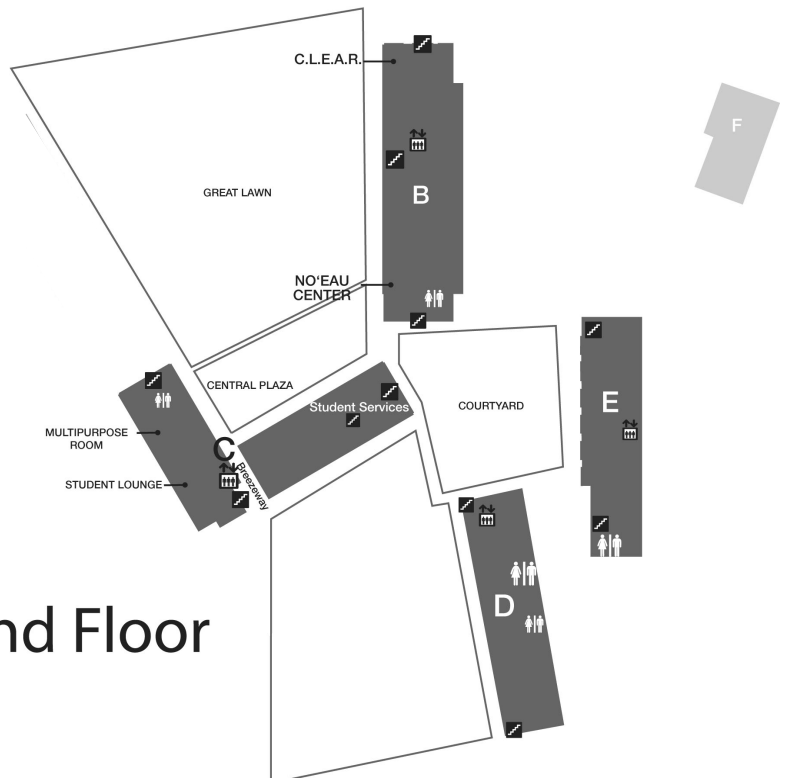
Elevator



Stairs



Under Construction



## Second Floor

## MESSAGE FROM THE CHANCELLOR



Welina Mai,

It is a historic time in the University's history with our brand new Kapolei campus opening after almost 40 years in temporary facilities. We invite you to be part of the University's state-of-art, sustainable campus designed with 21st Century learning in mind. Your goals and academic success are important to us and it is an honor to provide you with a high-quality education at our new campus.

Here, you will learn directly from professors with degrees from the nation's top universities who are experts in their fields and who share a passion for teaching. They are dedicated to student learning and I am grateful that they have chosen to teach at UH West O'ahu.

We take pride in our role in providing you, tomorrow's leaders, with a meaningful and relevant educational experience.

You have chosen a special place to learn, a place that has continued to serve the people of leeward, central and north shore O'ahu and the entire State of Hawai'i since its beginning in 1976. We look forward to serving you and our island community for years to come.

Mahalo for letting us be part of your future as you embark on the next adventure to academic and professional success.

Kulia i ka nu'u,

Rockne C. Freitas  
Chancellor, University of Hawai'i-West O'ahu

# Table of Contents

CAMPUS MAP.....	4	Grades .....	34	Marketing (MKT) .....	50
MESSAGE FROM THE CHANCELLOR .....	5	Academic Status .....	35	General Business .....	
GENERAL INFORMATION .....	8	Transcripts .....	36	Administration (GBUS) .....	50
ACADEMIC CALENDAR .....	9	Education Verification .....	36	Certificate in Risk Management & Insurance.....	50
ENTERING THE UNIVERSITY .....	10	Change of Program or Personal Data .....	36	DIVISION OF EDUCATION .....	51
Admission Requirements .....	10	Degree Conferral .....	36	General Information .....	51
Application Procedures .....	12	CAMPUS POLICIES .....	38	Learning Outcomes .....	51
Classification of Students .....	13	Student Conduct .....	38	Requirements for Teacher Education	53
Use of Personal Information .....	14	Academic Integrity .....	38	DIVISION OF HUMANITIES .....	55
Residency for Tuition Purposes .....	15	Academic Grievance .....	38	General Information .....	55
Financial Aid .....	16	Class Attendance .....	38	Learning Outcomes .....	55
Student Employment.....	19	Family Educational Rights & Privacy Act (FERPA) .....	38	Humanities Major Requirements .....	57
TUITION & FEES .....	20	Persons with Disabilities .....	39	Humanities Concentrations .....	57
Tuition Schedule.....	20	Equal Opportunity Policy .....	39	Creative Media (CM) .....	57
Fees and Charges .....	20	CAMPUS SERVICES .....	41	English (ENG) .....	58
Tuition Deposit.....	21	Bookstore .....	41	Hawaiian-Pacific Studies (HPST) .....	58
Payments .....	21	Campus Security.....	41	History (HIST) .....	59
Tuition Refund Policy .....	21	Parking .....	41	Philosophy (PHIL) .....	60
Student Fees Refund Policy .....	22	Food Services .....	41	DIVISION OF PUBLIC ADMINISTRATION .....	61
Financial Aid Recipients .....	22	INSTITUTIONAL LEARNING OUTCOMES .....	43	General Information .....	61
Financial Obligations .....	22	ACADEMIC PROGRAMS & GRADUATION REQUIREMENTS .....	44	Learning Outcomes .....	61
UH Employee Tuition Waiver .....	22	Majors and Concentrations .....	44	Public Administration Major Requirements .....	62
STUDENT SERVICES .....	24	General Education Learning Outcomes .....	45	Public Administration Concentrations .....	62
New Student Orientation .....	24	Graduation Requirements .....	46	General Public Administration (PUBG) .....	62
Academic Advising.....	24	DIVISION OF BUSINESS ADMINISTRATION .....	48	Disaster Preparedness and Emergency Management (DPEM) .....	63
International Student Advising .....	26	General Information .....	48	Health Care Administration (HCAD) .....	63
Veterans Affairs .....	26	Learning Outcomes .....	48	Justice Administration (JAD) .....	63
Registration and Enrollment Information .....	26	Business Administration Major Requirements .....	49	Certificate in Disaster Preparedness & Emergency Management (DPEM) .....	64
Student Life .....	29	Business Administration Concentrations .....	50	Certificate in Health Care Administration (HCAD) .....	64
ACADEMIC SUPPORT SERVICES.....	31	Accounting (ACC) .....	50		
Information Technology .....	31	Finance (FIN) .....	50		
Library Services .....	31	Management (MGT) .....	50		
No'oeau Center for Writing, Math & Academic Success .....	32				
Placement for English, Math & Statistics.....	32				
Participation in Assessment Efforts .....	33				
ACADEMIC RECORDS .....	34				

## TABLE OF CONTENTS

<p>DIVISION OF SOCIAL SCIENCES.....65</p> <p>General Information .....65</p> <p>Learning Outcomes .....66</p> <p>Social Sciences Major Requirements .....68</p> <p>Social Sciences Concentrations .....68</p> <p>Anthropology (ANTH) .....68</p> <p>Early Childhood Education (ECED) ...69</p> <p>Economics &amp; Finance (ECFI) .....70</p> <p>Political Science (POLS) .....71</p> <p>Psychology (PSY) .....71</p> <p>Sociology (SOC) .....72</p> <p>Certificate in Applied Forensic Anthropology (AFAN) .....73</p> <p>Certificate in Substance Abuse &amp; Addictions Studies (SAAS) .....73</p> <p>Certificate in Interdisciplinary Environmental Science (ENVS) .....74</p> <p>OTHER PROGRAMS .....75</p> <p>Bachelor of Applied Science.....75</p> <p>Learning Outcomes .....75</p> <p>Applied Science Core Requirements .....75</p> <p>Applied Science Concentrations .....75</p> <p>Respiratory Care (RESP) .....76</p> <p>Computing, Electronics, &amp; Networking Technology (CENT) 76</p> <p>Culinary Management (CULM) .....76</p> <p>Information Security &amp; Assurance (ISA).....77</p> <p>Information Technology (ITS) .....77</p> <p>Distance Learning .....78</p> <p>Bachelor of Arts in Business Administration .....79</p> <p>General Business Administration/Accounting/Marketing Bachelor of Arts in Public Administration .....79</p> <p>General Public Administration/Disaster Preparedness &amp; Emergency Management/Health Care Administration/Justice Administration</p>	<p>Bachelor of Arts in Social Sciences.....79</p> <p>Applied Track/Early Childhood Education/Political Science Certificate in Substance Abuse &amp; Addictions Studies (SAAS) .....80</p> <p>Certificate in Disaster Preparedness &amp; Emergency Management (DPEM) .....81</p> <p>Certificate in Health Care Administration (HCAD) .....81</p> <p>Reserve Officers Training Corps (ROTC) .....81</p> <p>CENTER FOR LABOR EDUCATION &amp; RESEARCH (CLEAR) .....82</p> <p>COURSE DESCRIPTIONS.....83</p> <p>Accounting (ACC).....84</p> <p>Aerospace Studies (AS) .....84</p> <p>Anthropology (ANTH) .....85</p> <p>Applied Science (APSC).....88</p> <p>Art (ART) .....88</p> <p>Astronomy (ASTR) .....89</p> <p>Biochemistry (BIOC).....89</p> <p>Biology (BIOL).....89</p> <p>Botany (BOT).....90</p> <p>Business Administration (BUSA).....90</p> <p>Chemistry (CHEM).....95</p> <p>Computing, Electronics, &amp; Networking Technology (CENT).....95</p> <p>Creative Media (CM) .....96</p> <p>Early Childhood Education (ECED) ...96</p> <p>Economics (ECON).....97</p> <p>Education (EDUC) .....99</p> <p>Education: Elementary (ELEE).....99</p> <p>Educational Foundations (EDEF) ....101</p> <p>Educational Technology (ETEC).....101</p> <p>English (ENG) .....101</p> <p>Finance (FIN).....105</p> <p>Food Science &amp; Human Nutrition (FSHN) .....106</p> <p>Geography (GEOG) .....106</p> <p>Geology (GEOL) .....106</p> <p>Hawaiian (HAW) .....107</p>	<p>Hawaiian Studies (HWST) .....108</p> <p>Hawaiian-Pacific Studies (HPST).....108</p> <p>History (HIST).....111</p> <p>Humanities (HUM) .....115</p> <p>Information &amp; Computer Science (ICS) .....116</p> <p>Information Security &amp; Assurance (ISA).....116</p> <p>Information Technology (IT) .....117</p> <p>Management (MGT) .....117</p> <p>Mathematics (MATH).....117</p> <p>Meteorology (MET) .....119</p> <p>Microbiology (MICR) .....120</p> <p>Military Science &amp; Leadership (MSL).....120</p> <p>Music (MUS) .....121</p> <p>Oceanography (OCN).....122</p> <p>Pacific Island Studies (PACS) .....122</p> <p>Philosophy (PHIL).....123</p> <p>Physiology (PHYL) .....124</p> <p>Physics (PHYS) .....124</p> <p>Political Science (POLS).....125</p> <p>Psychology (PSY) .....127</p> <p>Public Administration (PUBA).....130</p> <p>Respiratory Care (RESP) .....133</p> <p>Social Sciences (SSCI).....136</p> <p>Sociology (SOC) .....139</p> <p>Special Education (SPED).....139</p> <p>Speech (SP).....139</p> <p>Student Development (SD) .....139</p> <p>Women's Studies (WS).....139</p> <p>Zoology (ZOOL).....140</p> <p>FACULTY &amp; STAFF.....141</p> <p>UNIVERSITY OF HAWAI'I LEADERSHIP .....148</p> <p>INDEX.....149</p>
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# General Information

## HISTORY

UH West O'ahu, the most recent addition to the UH 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.

## MISSION

UH West O'ahu is 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.

## ACCREDITATION

UH West O'ahu is accredited by the Western Association of Schools and Colleges (WASC), Accrediting Commission for Senior Colleges and Universities. WASC may be contacted at:

Western Association of Schools and Colleges  
985 Atlantic Ave, Ste 100  
Alameda, CA 94501  
Ph: (510) 748-9001  
Fax: (510) 748-9797  
Email: [wascsr@wascsenior.org](mailto:wascsr@wascsenior.org)  
Web: [www.wascsenior.org](http://www.wascsenior.org)

The University of Hawai'i is a 10 campus system of higher education institutions serving the State of Hawai'i. The system includes three baccalaureate degree-granting institutions - UH West O'ahu, a comprehensive four-year campus located on the leeward side of O'ahu; UH Hilo which is located on the island of Hawai'i; and UH Mānoa, which is the only Research I (Extensive) institution on O'ahu. The system also includes seven community colleges - four on O'ahu: Honolulu Community College, Kapi'olani Community College, Leeward Community College, and Windward Community College; and three on the neighbor islands: Hawai'i Community College, Kaua'i Community College, and the University of Hawai'i Maui College.

The mission of the UH system is to provide quality post-secondary education and training; create knowledge through research and scholarship; provide service through extension, technical assistance, and training; contribute to the cultural heritage of the community; and respond to the State needs.

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 UH system, who is the chief executive officer and is responsible for the educational leadership of the UH system. The chief executive officers of the baccalaureate degree-granting campuses and community colleges are Chancellors.

## PHILOSOPHY

UH 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 in 2007. 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. UH West O'ahu faculty are engaged in three basic types of activities: teaching, research, and service. Our staff and 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.



# Academic Calendar

## FALL 2013 (8/26-12/13)

Aug 26	First day of instruction
Sept 2	HOLIDAY: Labor Day
Sept 4	Last day to add or register and change grading option Last day to drop from semester long classes with 100% refund, no "W" grade
Sept 2	HOLIDAY: Labor Day
Sept 16	Last day to drop semester long classes with 50% refund, no "W" grade
Sept 27	Last day to submit graduation application for fall 2013
Oct 25	Last day to withdraw from semester long classes with no refund and a "W" grade
Oct 28	Last day for instructors to submit grade change for incomplete grades given during spring/summer 2013
Nov 11	HOLIDAY: Veterans' Day
Nov 28	HOLIDAY: Thanksgiving Day
Nov 29	Non-instructional day
Dec 6	Last day of instruction
Dec 9-13	Final Examinations

## SPRING 2014 (1/13-5/9)

Jan 13	First day of instruction
Jan 20	HOLIDAY: Martin Luther King Jr. Day
Jan 22	Last day to add or register and change grading option Last day to drop semester long classes with 100% refund, no "W" grade
Jan 20	HOLIDAY: Martin Luther King Jr. Day
Feb 3	Last day to drop from semester long classes with 50% refund, no "W" grade
Feb 14	Last day to submit graduation application for spring 2014
Feb 17	HOLIDAY: Presidents' Day
Mar 14	Last day to withdraw from semester long classes with no refund and a "W" grade
Mar 24-28	Spring Recess
Mar 26	HOLIDAY: Kuhio Day
Apr 18	HOLIDAY: Good Friday
Mar 31	Last day for instructors to submit a grade change for incomplete grades given during fall 2013
Apr 30	Last day of instruction
May 5-9	Final Examinations

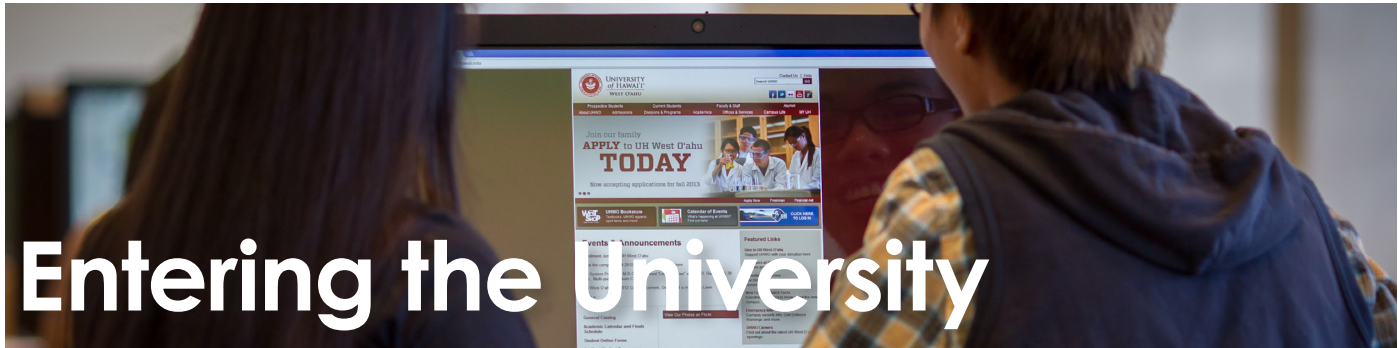
## SUMMER 2014 1<sup>st</sup> Session (SSI): 5/27-7/3

May 26	HOLIDAY: Memorial Day
May 27	First day of instruction
May 29	Last day to add or register and change grading option; last day to drop with 100% refund, no "W" grade
June 3	Last to drop with 50% refund, no "W" grade
June 9	Last day to submit graduation application for summer 2014
June 11	HOLIDAY: Kamehameha Day
June 19	Last day to withdraw with no refund and a "W" grade
July 4	HOLIDAY: Independence Day
July 3	Last day of instruction

## SUMMER 2014 2<sup>nd</sup> Session (SS II): 7/7-8/14

July 7	First day of instruction
July 9	Last day to add or register and change grading option; last day to drop with 100% refund, no "W" grade
July 14	Last day to drop with 50% refund, no "W" grade
July 29	Last day to withdraw with no refund and a "W" grade
Aug 14	Last day of instruction

NOTE: All dates are subject to change.



# Entering the University

## OFFICE OF ADMISSIONS FINANCIAL AID OFFICE

Campus Center C141  
Phone: (808) 689-2900  
Toll free from the Neighbor islands: (866) 299-8656

## ADMISSION REQUIREMENTS

Admission requirements for UH West O'ahu are similar to those of comparable comprehensive state institutions of higher education. General information can be found online at [uhwo.hawaii.edu](http://uhwo.hawaii.edu) or by emailing [uhwo.admissions@hawaii.edu](mailto:uhwo.admissions@hawaii.edu).

The following regulations and procedures are subject to change without prior notice. Prospective students should consult the most current General Catalog and/or an Admissions Counselor before applying for admission.

### ADMISSION OF FRESHMEN APPLICANTS

Students applying for admission as freshmen must submit an application and official high school transcripts. Applicants should complete 22 units of high school course work of which at least 17 units are college preparatory. The term "unit" means satisfactory completion of a full school year's course of study or the equivalent in laboratory and shop exercises. Applicants should meet the following requirements with a minimum cumulative grade point average (GPA) of 2.7 (on a 4.0 scale) based on the following 22 units:

- 4 English units
- 3 Mathematics units (including Geometry and Algebra II)
- 3 Natural Science units
- 3 Social Studies units
- 4 College Preparatory units (e.g., foreign language, fine arts)
- 5 Elective units

Applicants who do not meet the minimum 2.7 cumulative GPA, the minimum 22 credits of course work, or the college preparatory course requirement will also be evaluated on SAT or ACT scores.

Additionally, applicants may be required to submit a letter of recommendation from a teacher and/or counselor and a one-page

personal essay to facilitate the evaluation of their application.

### ADMISSION OF HOMESCHOOLED APPLICANTS

Applicants who have been homeschooled are expected to meet the admission criteria required of other applicants. Homeschooled applicants must submit a transcript that includes titles and descriptions of all course work completed, textbooks used, methods of teaching, and evaluation, and the resulting grades or structured assessments. SAT or ACT scores are strongly encouraged. Homeschooled applicants should contact the Office of Admissions for additional information.

### ADMISSION OF GED APPLICANTS

Applicants, who have received their General Education Development (GED) diploma may apply for admission to UH West O'ahu. GED applicants should submit an application and have their transcripts and test results sent directly to UH West O'ahu for review. In addition, applicants should submit a letter of recommendation from their employer or counselor and a one-page personal essay to facilitate the evaluation of their application. SAT or ACT test scores are strongly encouraged.

### ADMISSION OF TRANSFER APPLICANTS

Transfer students are those presently or previously enrolled at a college or university other than UH West O'ahu. A student who has successfully completed at least 24 college-level transferrable semester credits at a regionally accredited institution may be eligible for admission as a transfer student. A grade point average of 2.0 or higher on a 4.0 scale is required. Students with fewer than 24 college-level semester credits, or who previously attended an unaccredited institution, will be evaluated under the Admission of Freshmen Applicants requirements.

### ADMISSION OF RETURNING APPLICANTS

A student who experienced a break in enrollment at UH West O'ahu (without an approved leave of absence), must apply for readmission. A student who attended another college or university, including UH campuses, subsequent to attendance at UH West O'ahu must apply as a transfer student (see "Admission of

Transfer Applicants”). A student who was previously suspended or dismissed should refer to the Academic Probation, Suspension, and Dismissal section of the catalog before applying for admission. Readmission is not automatic due to enrollment limitations and changes in academic regulations. Students who are readmitted will be subject to the general education, program and graduation requirements in effect at the time of readmission.

### ADMISSION OF INTERNATIONAL APPLICANTS

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 UH West O’ahu by the originating 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 Office of Admissions. The TOEFL results are necessary to evaluate the student’s English proficiency in terms of probable ability to complete a degree at UH West O’ahu effectively. Information regarding the test dates, location and fees is available at [www.toefl.org](http://www.toefl.org).
3. The University of Hawai’i Supplementary Information Form for Undergraduate International Applicants must also be completed. Applicants must provide current official documentation that sufficient financial support is available to adequately cover tuition and expenses while attending the University.
4. Students must carry complete health insurance for the duration of their studies at the University.

The I-20 form, required by the United States Department of Homeland Security and Customs and Border Protection for a student visa, will be issued by the University after the special requirements outlined above are fulfilled, and the student has been accepted for admission.

International students are encouraged to submit application forms and supporting documentation as early as possible to allow adequate time for evaluation by the University.

### ADMISSION OF UNCLASSIFIED, NON-DEGREE SEEKING APPLICANTS

Persons who wish to take UH West O’ahu courses but do not want, or do not qualify, to enroll in a degree program may apply for admission as an unclassified, non-degree seeking student. Submission of an application and application fee are required. In addition,

students are required to submit documentation (e.g., transcripts, grade reports) to verify prerequisites for the course they intend to register for.

International visa students are not eligible for unclassified, non-degree seeking status. Contact the Office of Admissions at (808) 689-2900 or email to [uhwo.admissions@hawaii.edu](mailto:uhwo.admissions@hawaii.edu) for more information.

### ADMISSION OF AUDITORS

Persons wishing to participate in University courses for the informational instruction only may apply as an auditor. 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. Completion of an application form and permission of the instructor are required. Standard tuition and fees apply, including the application fee.

### EARLY ADMISSION PROGRAM/RUNNING START

UH West O’ahu provides educational opportunities for high school juniors and seniors through the Early Admission Program. Open to students attending both public and private schools, the program is intended to supplement a student’s high school curriculum allowing them to enroll concurrently in UH West O’ahu courses while still in high school. Students are eligible to attend college classes during the fall, spring and summer sessions. Those interested should consult their high school counselor prior to applying.

Students applying for admission to the Early Admin/Running

Start programs must meet the following requirements:

- Enrolled in grade 11 or 12
- Minimum cumulative 2.7 high school GPA (4.0 scale)
- Under the age of 21 as of September 1
- Meet the prerequisite for the UH West O’ahu course of interest

Open only to students attending a public Hawai’i high school, the Running Start Program is a unique partnership between the Department of Education and the UH system. Upon completion of their UH West O’ahu course, students will receive both college credit and high school credit which can be used to meet their graduation requirements.

To apply, students must complete the UH System Application and the Early Admit/Running Start Application, mail official high school transcript directly from the high school to UH West O’ahu, provide one letter of recommendation from a high school teacher or counselor, and send any test scores and/or grade reports as proof of satisfying prerequisite requirements. Additional information and the applications can be found at [www.uhwo.hawaii.edu/earlyadmission](http://www.uhwo.hawaii.edu/earlyadmission).

APPLICATION DEADLINES			
Term	Priority Deadline	International Applicant Deadline	Final Deadline
Fall Semester (August - December)	March 1	March 1	August 1
Spring Semester (January - May)	October 1	October 1	December 1
Summer (May - July/July -August)	May 1	May 1	Last day to register for each summer session

### WESTERN UNDERGRADUATE EXCHANGE PROGRAM

The Western Undergraduate Exchange (WUE) is a program of the Western Interstate Commission for Higher Education (WICHE). Through WUE, students in western states may enroll at UH West O‘ahu at a reduced tuition of 150 percent of the institution’s regular resident tuition. WUE tuition is considerably less than non-resident tuition. Reduced WUE tuition is currently available for freshman and transfer students. UH West O‘ahu reserves the right to limit WUE awards each academic year based on enrollment projections.

**Eligibility:** You must be a resident of Alaska, Arizona, California, Colorado, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington State, or Wyoming. Your family’s domicile (home) must be maintained as your permanent address throughout the duration of your participation in the WUE program. Freshmen applicants must have a 3.0 cumulative grade-point-average over four years in high school. Transfer applicants must have a 2.8 cumulative grade-point-average.

**Restrictions:** Only undergraduate students, and those who have not already earned a baccalaureate degree, qualify. WUE is awarded only once at the time of admission and will remain in effect for the duration of the student’s academic career at UH West O‘ahu. Non-WUE students who enroll as non-residents will not qualify for WUE status in later terms. Hawai‘i residency cannot be established under the WUE program. Students changing their residency will be reclassified to non-resident. Students are only able to apply for Hawai‘i residency 12 months after cessation of WUE.

**WUE Program Application:** Complete and submit the University of Hawai‘i Application for Admission, the Western Undergraduate Exchange Application (available at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms)), and have your official high school and/or college transcripts sent to the Office of Admissions. WUE eligibility cannot be determined without official transcripts.

### APPLICATION PROCEDURES

Application and admission information may be obtained from Hawai‘i high school counselors and the University’s website at [www.uhwo.hawaii.edu/admission](http://www.uhwo.hawaii.edu/admission). Information may also be obtained by emailing the Office of Admissions at [uhwo.admissions@hawaii.edu](mailto:uhwo.admissions@hawaii.edu). Applicants must submit official records for all admissions requirements.

### DEADLINES

The priority admission application deadline for the fall semester is March 1; the final deadline is August 1. The priority admission application deadline for the spring semester is October 1; the final deadline is December 1.

International students must apply and submit all required documents by the priority admission application deadline in order to be considered for admission.

### APPLICATION

The UH System Application is used by all campuses in the UH system and can be completed securely online at [apply.hawaii.edu](http://apply.hawaii.edu).

### APPLICATION FEE

All applications must be accompanied by a non-refundable, non-transferable application fee of \$50. The application and fee are valid only for the semester specified on the application. 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 fee should be paid by check, payable to the University of Hawai‘i (certified checks, money orders, or cashier’s checks are preferred) or by credit card for online applications. Currency should not be mailed. This amount is subject to change; therefore, applicants should review the instructions carefully at the time of application.

## TRANSFER CREDIT

UH West O'ahu accepts transfer credits only in courses completed at regionally accredited colleges or universities, with a minimum grade of "D" (not "D-"). Accreditation must have been active at the time the course was completed. Course work completed at an institution that has a quarter system will be converted to semester hours. Select correspondence, occupational, vocational and technical courses may be accepted although they may not be applicable to the chosen program of study. Repeated courses that cover the same material/content of a previously completed course will not be awarded additional credit for degree certification purposes; credit will be awarded only once. The second course, however, will be calculated into the student's UH West O'ahu overall GPA. Credit will not be given for remedial or developmental courses (i.e., in the UH system, below 100 level courses). Course credits and grades will be transferred in affecting the student's overall GPA. This includes repeated courses and non-passing grades.

Transfer credits that meet UH West O'ahu's degree requirements will be applied towards the degree; however, not all may satisfy the University's general education and/or program 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 requirements may also be fulfilled by the completion of an Associate in Arts degree from a regionally accredited institution. Students who concurrently enroll at another UH campus while attending UH West O'ahu, will automatically have their UH credits and grades transferred in to the University by the end of the following semester. It is the student's responsibility to send official transcripts of all course work taken outside of the UH system directly to UH West O'ahu.

## CREDIT FOR PRIOR LEARNING

UH 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 at UH West O'ahu and who believes they have acquired the equivalent of a course through experience or training may petition the University for the granting of appropriate credit. Students requesting an evaluation of prior learning must request an evaluation of their equivalent credit for specific courses during their initial semester at UH West O'ahu. 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 additional credit based on standardized exam results or military course work should apply at the Office of Admissions within their first semester of enrollment. Students requesting credit by examination (Challenge Exams) must do so within their first two semesters of

enrollment. Official transcripts and other supporting documents are the responsibility of the student. These will be reviewed by the Office of Admissions and/or by a faculty who will make the credit recommendation.

UH West O'ahu recognizes and employs the following means of evaluating equivalent college credit:

- Advanced Placement (AP) Examinations  
School code: 1042
- The College Level Examination Program (CLEP) of the College Entrance Examination Board  
School code: 4959
- 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)

## 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 and overall grade point average.

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

## CLASSIFICATION OF STUDENTS

Upon admission to UH West O'ahu, students may enroll in courses for academic credit or as auditors and are categorized as follows:

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

**Unclassified (Non-Degree Seeking) Student:** A student who may enroll for credit but is not admitted to an organized program leading to a degree or a certificate. Unclassified (Non-Degree Seeking) 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 and/or other admissions documents for evaluation to the Office of Admissions.

**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 in the summer. Students receiving financial aid, Veteran Affairs benefits, scholarships or grants should consult with those offices 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 in the summer. Students receiving financial aid, Veteran Affairs benefits, scholarships or grants should consult with those offices to ensure meeting aid requirements and/or definition of part-time classification.

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

## USE OF PERSONAL INFORMATION

### 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 recommended as a condition for making application to any of the UH campuses, in view of the practical administrative difficulties which UH 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 unique, computer generated eight digit UH identification number will be assigned to the student upon application to any of the UH 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., Veterans 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. UH 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 UH System Application (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 (Residency Declaration) by the applicant and/or parent or guardian.

### Student Identification Number

UH West O‘ahu uses an eight digit computer generated number for student identification numbers. U.S. citizens should indicate their SSN on their application. International students do not need to have a SSN; they will be assigned an identification number by the Office of Admissions. For additional information about SSN disclosure, see Social Security Number.

### Student Ethnicity Data

Students are urged to supply race/ethnic information on applications and other forms when requested, since UH West O‘ahu must provide a number of federal, state, and educational agencies with this data each year.

### UH EMAIL

Upon admission, students should sign up for a UH username to register for classes and access their records. This username followed by “hawaii.edu” (i.e., username@hawaii.edu) is a student’s official UH email address.

Email is an official means of communication for University-related business. The University will periodically send notices to students through email such as UH Alert Notification and the University’s email newsletter, The West Press, which contains information on University activities/events, reminders on deadlines and other notices of interest to students. Email notices will only be sent to “hawaii.edu” accounts. Students are responsible for reading their email on a regular basis. Students may retrieve their UH email directly at gmail.hawaii.edu.

### RESIDENCY FOR TUITION PURPOSES

The University is required to determine the residency status of each applicant. Therefore, each applicant must complete and submit a residency declaration 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 University’s Residency Officer. Students classified as nonresidents are required to pay nonresident tuition.

All nonresident students who are newly admitted to UH may be affected by UH’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 UH campus may not be allowed to change his/her residency status from nonresident to resident during any period in which s/he:

- is enrolled for six (6) or more credits at any institution of higher learning in Hawai‘i;
- was absent from Hawai‘i for more than 30 days per year during school vacation periods;
- received student financial aid assistance based on residency in another state; or
- 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 UH System. Therefore, affected students are encouraged to apply early.

Students who do not qualify on the first day of instruction as bona fide residents of the state of Hawai‘i for tuition purposes must pay the nonresident tuition. An official determination of residency status is made at the time of application. Applicants may be required to provide documentation to verify residency status. Once classified as a nonresident, students continue to be classified as a nonresident during their enrollment at UH West O‘ahu until they present satisfactory evidence to the Residency Officer that proves residency.

### DEFINITION OF HAWAI‘I RESIDENCY

A student is deemed a resident of the state of Hawai‘i for tuition purposes if the student (19 years old or older) or the student (under 19 years old) and the student’s parents or legal guardians have done the following:

1. Demonstrated intent to establish domicile in Hawai‘i (see below for indicia);
2. Been physically present in Hawai‘i for 12 consecutive months prior to the first day of instruction and subsequent to the demonstration of intent to establish domicile in Hawai‘i; and
3. The student, whether adult or minor, has not been claimed as a dependent for tax purposes for at least 12 consecutive months prior to the first day of instruction by his/her parents or legal guardians who are not residents of Hawai‘i.

To demonstrate the intent to make Hawai‘i a person’s domicile, the following indicia apply, but no single act is sufficient to establish residency for tuition purposes: Filing Hawai‘i resident personal income tax return; Voting/registering to vote in the state of Hawai‘i; and Other indicia, such as permanent employment and ownership or continuous leasing of a dwelling in Hawai‘i.

### ADDITIONAL DETERMINING FACTORS

Other legal factors involved in making a residency determination include the following:

1. The age of majority is 18 years. However, a person between the ages of 18 and 19, unless emancipated, cannot claim residency solely on the basis of himself or herself because

he or she does not have the minimum 12 months residency, which commences on his or her 18th birthday. Therefore, the applicant must claim a portion of the required 12 months on the basis of his or her parents or legal guardian;

2. The 12 months of continuous residence in Hawai'i shall begin on the date upon which the first overt action (see indicia above) is taken to make Hawai'i one's domicile. Resident status will be lost if it is interrupted during the 12 months immediately preceding the first day of instruction;
3. Residency in Hawai'i and residency in another place cannot be held simultaneously;
4. Presence in Hawai'i primarily to attend an institution of higher learning does not create resident status, regardless of the length of stay. A student cannot establish residency by simply being enrolled in school. If a student is a nonresident, it is presumed that he or she is living in Hawai'i primarily to attend school and his or her presence is temporary even if the student lives in Hawai'i during vacation and other breaks from study. For example, the student may be presumed to live in Hawai'i primarily to attend school if he or she is enrolled in school half-time or more, appears to be receiving significant financial support from family members who reside outside Hawai'i, is absent from the state for more than 30 days per year during school vacation period, or receives student financial assistance based on residency in another state or jurisdiction;
5. The residency of unmarried students who are minors follows that of the parents or legal guardian. Marriage emancipates a minor;
6. 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 U.S. Armed Forces, while engaged in navigation, or while a student at any institution of learning.

## EXEMPTIONS

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

1. U.S. military personnel and their authorized dependents (as defined by the armed services) during the period such personnel are stationed in Hawai'i on active duty;
2. Members of the Hawai'i National Guard or 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 baccalaure-

ate or advanced degrees; or

5. Hawaiians, descendants of the aboriginal peoples that inhabited the Hawaiian Islands and exercised sovereignty in the Hawaiian Islands in 1778; or
6. Citizens of an eligible Hawai'i 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. These currently include the following: American Samoa, Commonwealth of the Northern Marianas, Cook Islands, Federated States of Micronesia, Futuna, Kiribati, Nauru, Niue, Republic of Palau, Republic of Marshall Islands, Solomon Islands, Tokelau, Tonga, Tuvalu, Vanuatu, and Wallis.

## MILITARY PERSONNEL AND FAMILY MEMBERS

U.S. military personnel stationed in Hawai'i, and their authorized family members, are considered nonresidents but will be permitted to pay resident tuition rates provided they submit appropriate documentation. When applying to the University, students should attach a copy of their military orders and have their Commanding Officer complete the Verification of U.S. Armed Forces Members Assignment in Hawai'i section on the application.

## APPEAL PROCESS

Residency decisions may be appealed. Contact the Residency Officer by the end of the first week of the semester for information on how to initiate an appeal before the Committee on Resident Status. Students should also consult with the Residency Officer for appeal forms and deadline information.

## FINANCIAL AID

Financial assistance in the form of scholarships, grants, loans, and employment is available to eligible students. Most types of assistance at UH West O'ahu are awarded on the basis of need, and are restricted to those who have never earned a bachelor's degree. To apply for any financial aid, students must complete the Free Application for Federal Student Aid (FAFSA) and submit it to the federal processor. The application is available online at [www.fafsa.gov](http://www.fafsa.gov). Applicants may also be required to furnish the University with additional documents to verify their financial circumstances, such as tax transcripts from the IRS, verification worksheets, as well as other forms as needed.

Students are encouraged to apply early. It is recommended that those who require financial assistance for the fall semester apply by the priority deadline, 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 have met the specified priority deadline. For applications received after the priority deadline, aid will be awarded on a first-come, first-served basis, subject to the availability of funds.

Eligibility for financial aid is contingent on the applicant: 1) being a classified student seeking a baccalaureate degree, and 2) maintaining satisfactory academic progress. Financial aid is awarded and disbursed based on the student's enrollment at UH West O'ahu. Financial aid recipients are initially awarded based on full-time enrollment (12 or more credits). However, financial aid awards may fluctuate due to changes in enrollment, and will be revised accordingly to reflect enrollment on the last day to withdraw of the 50% refund period for each semester.

Financial aid recipients need to maintain satisfactory academic progress in order to continue to receive aid through UH West O'ahu and are responsible for knowing the Financial Aid Satisfactory Academic Progress Policy. A copy of the policy is mailed to all financial aid recipients. It is also available online at [www.uhwo.hawaii.edu/satisfactory](http://www.uhwo.hawaii.edu/satisfactory) and in the Financial Aid Office.

**Concurrent Enrollment:** Financial aid recipients taking classes at other UH campuses may request that their concurrent enrollment be considered for financial aid purposes. However, the student must be enrolled in at least six credits at UH West O'ahu and must complete a Concurrent Enrollment form which is available online at [www.uhwo.hawaii.edu/financialforms](http://www.uhwo.hawaii.edu/financialforms). The Concurrent Enrollment form must be signed by a Student Services Academic Advisor and submitted to the Student Services Office by the indicated deadline to be considered.

### COMPLETE WITHDRAWAL AND REPAYMENT REQUIREMENTS FOR FINANCIAL AID

Financial aid is awarded to defray educational expenses (including living costs while attending school). A 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, Withdrawal from School 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 (i.e., 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 completed period of enrollment may be retained by the student. Please refer to the section, Withdrawal from School in the Tuition and Fees section of this catalog. A copy

of the Complete Withdrawal Policy for Financial Aid recipients is mailed to all students receiving financial aid and is available online at [www.uhwo.hawaii.edu/withdrawal](http://www.uhwo.hawaii.edu/withdrawal).

**Important Note:** Federal regulations governing financial aid programs are subject to change.

### SCHOLARSHIPS

Scholarships are awarded on the basis of merit, academic performance, and/or financial need. All scholarships are contingent upon availability of funds.

Scholarships noted with a (\*) require a separate application or are available at [www.star.hawaii.edu](http://www.star.hawaii.edu). Applications are available at least one month prior to the scholarship deadline through [www.star.hawaii.edu](http://www.star.hawaii.edu).

*Centennial Scholarship Program:* This program applies to students entering the University starting with the fall of 2007. Eligibility criteria includes: State of Hawai'i residency; graduation from a Hawai'i high school in May 2007 or later; a high school GPA of at least 3.8 or a minimum score of 1800 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 attend as a freshman in the fall semester after graduation from high school; and enroll as a full-time student at UH West O'ahu (12 or more credits). For additional details please visit [www.hawaii.edu/centennial scholarship](http://www.hawaii.edu/centennial scholarship).

*Chancellor's Award\*:* This award acknowledges academic achievement, leadership, and community service. Eligibility criteria includes: full-time enrollment; freshman applicants 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. Willingness to serve 60 hours as a UHWO Student Ambassador during the academic year.

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

*Delta Construction Corporation Endowed Scholarship\*:* The purpose of this fund is to provide scholarships to students who are enrolled in any area of study at UH West O'ahu. Applicants must be enrolled at least half-time (6 credits), with a cumulative grade point average of 3.0 or above and demonstrate financial need. However, no FAFSA is required. Preference is given to students intending to pursue a degree in engineering and to those who reside in the West O'ahu region.

*Hawai'i Veterans Memorial Fund\**: Applicants must demonstrate financial need (completion of FAFSA required); possess character and qualities indicative of good citizenship in addition to making a commitment to serve Hawai'i and its people; be a resident of Hawai'i; be full-time enrolled (12 or more credits); and have a minimum GPA of 2.75.

*Henry & Dorothy Castle Memorial Early Childhood Education Scholarship\**: The purpose of this fund is to encourage and assist students seeking a Bachelors degree in Early Childhood Education at UH West O'ahu in hopes that the student will remain in Hawai'i to teach. The applicant must demonstrate financial need and be enrolled at least half-time (6 credits) in the Bachelors degree in Early Childhood Education program. No FAFSA is required.

*Native Hawaiian Tuition Waiver\**: Applicants must demonstrate financial need (completion of FAFSA required); must be of Native Hawaiian ancestry as determined by the UH System Application (admission application); be a 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.

*Que-Andrada Foundation Scholarship\**: The purpose of this fund is to assist students at UH West O'ahu who have demonstrated volunteerism and/or participation in activities related to the Philippines and/or with the Filipino community. Applicants must be a full-time undergraduate student with a cumulative GPA of 3.0 and demonstrate financial need. No FAFSA is required.

*Ralph Miwa Memorial Scholarship\**: Established in 1994 in the memory of Dr. Ralph Miwa, who was instrumental in the founding of the UH West O'ahu (formerly West O'ahu College) and served as chancellor from 1976-1986. The applicant must be a classified student at UH West O'ahu enrolled at least half-time (at least 6 credits) and have completed 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 (6-8 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*: This fund is to assist Hawai'i high school students who graduated from a local public high school in the Spring of 2006 or later with a GPA of at least a 3.0. The recipient must be a resident of Hawai'i with financial need, and be enrolled half-time (at least 6 credits).

## GRANTS

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

*Federal Pell Grant*: A federal grant for students with exceptional financial need and who have not earned their first baccalaureate degree. To qualify for a Pell Grant, you must be enrolled at least half-time (6 credits). Although 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.

*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; be admitted as a classified undergraduate student; and 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. Eligibility for the federal student loan programs require completion of the FAFSA.

Important Changes to the Direct Subsidized Stafford Loan Program:

In January 2012, Public Law 112-74 amended HEA section 428(a)(3)(A)(i)(I) to temporarily eliminate the interest subsidy provided on Direct Subsidized Loans during the six month grace period provided to students when they are no longer enrolled on at least a half-time basis. This change will be effective for new Direct Stafford Loans for which the first disbursement is made on or after July 1, 2012, and before July 1, 2014.

Effective July 1, 2013, a new borrower becomes ineligible to receive additional Direct Subsidized Loans if the period during which the borrower has received such loans exceeds 150 percent of the published length of the borrower's educational program. The new legislation also limits the subsidy on Direct Loans

in which the borrower also becomes responsible for accruing interest during all periods as of the date the borrower exceeds the 150 percent limit.

Effective from the 2012-2013 academic year, changes in federal legislation have impacted the federal loan programs in that there will no longer be a 6-month grace period and that the student borrower will enter repayment immediately when the student either drops to less than half-time enrollment, withdraws, or graduates from UH West O'ahu.

**Federal Direct Subsidized Loan:** A fixed interest loan awarded to undergraduates who demonstrate financial need. This loan is borrowed directly from the federal government. The federal government pays the interest on the loan until repayment begins and/or while recipients are in deferment.

**Federal Direct Unsubsidized Loan:** A fixed interest loan typically awarded to undergraduates who do not demonstrate financial need, but may also be used to supplement a Direct Subsidized Loan. The federal government does not pay for the interest on this loan; recipients are responsible for the accrued interest from the time of disbursement until repayment in full. However, recipients have the option of capitalizing the loan until repayment begins, having it accrue interest while recipients are in school and having that accrued interest added to the principal loan amount. The terms for the Direct Unsubsidized Loan are the same as those for the Direct Subsidized Loan. Loan fees may be deducted proportionately from each loan disbursement.

**Federal Direct PLUS Loan:** A federal loan for parents of dependent, undergraduate students enrolled at least half time (six credits). The PLUS loan has a fixed interest rate. Upon applying for the Direct PLUS, the parent will go through a credit check and so they must possess good credit histories. Parents may borrow up to the cost of attendance minus any other financial aid. Repayment usually begins 60 days after the final loan disbursement for the academic year. Loan fees may be deducted proportionately from each loan disbursement.

## STUDENT EMPLOYMENT

In addition to outside general employment postings, UH West O'ahu offers two types of student employment opportunities: Federal Work-Study and On-Campus Employment.

**Federal Work-Study (FWS) Program:** This is a part-time employment opportunity available for students who qualify based on financial need as determined by the completion of the FAFSA, are in good academic standing and who are enrolled at least half-time (6 credits). The primary area of FWS jobs are in community service (e.g., tutoring elementary school aged

children, working in disability services, service learning coordinator.). Hours worked are paid directly to the student on a bi-monthly basis. FWS earnings are not calculated as income when applying for financial aid.

**On-Campus Employment:** Part-time employment (maximum 20 hours per week) at the University is available to students enrolled at least half-time (6 credits) and in good academic standing. Hours worked are paid directly to the student on a bi-monthly basis. To view job opportunities at UH West O'ahu and other UH campuses, visit the UH Student Employment and Cooperative Education (SECE) website at [www.hawaii.edu/sece](http://www.hawaii.edu/sece).





### CASHIER'S OFFICE

Campus Center C141 (inside of Office of Admissions)

Phone: (808) 689-2890

Toll free from the Neighbor islands: (866) 299-8656

### TUITION AND FEES

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

All tuition and fee charges at the UH campuses are subject to change in accordance with requirements of state law and/or action by the UH Board of Regents or the University administration.

### FEES AND CHARGES

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:

Denial of further registration; Revocation of all rights and privileges which were conferred by registration or enrollment; Denial of transcripts, diplomas, and other entitlements; Report delinquent amounts, along with other relevant information to credit bureau organizations; Interception of State of Hawai'i income tax refunds; Commence legal action to recover the amount owed, including appropriate interest, collections costs, court costs and attorney's fees; and

Contract the services of a collection agency to recover monies owed, including applicable collection costs, court costs and attorney's fees.

### 2013-2014 TUITION SCHEDULE

Fall/Spring	Resident	Non-resident	Pacific Island Jurisdiction
1-11 credits*	\$254	\$734	\$381
12 or more credits	\$3048	\$8808	\$4572

\*Tuition is charged per credit, up to 11 credits

Pacific Island Jurisdiction includes: American Samoa, Commonwealth of the Northern Marianas, Cook Islands, Federated States of Micronesia, Futuna, Kiribati, Nauru, Niue, Republic of Palau, Republic of the Marshall Islands, Solomon Islands, Tokelau, Tonga, Tuvalu, Vanuatu, and Wallis

**Summer 2014: Tuition per credit, to be announced**

**FEES AND CHARGES**

Application Fee.....	\$50
Diploma Fee.....	\$15
Change of Registration Fee (manual processing) .....	\$5
COMPASS Retest Fee .....	\$25
Late Registration Fee (Assessed when registering for classes during the late registration period)	
Fall and Spring Terms .....	\$30
Summer Session.....	\$50
Employee Tuition Waiver Administrative Fee(Summer only) .....	\$25
Installment Payment Plan Fee .....	\$30
(Installment payment plan fee is nonrefundable)	
Missed Payment Fee for Installment Plan	\$30
Student Fees	
Student Government Fee .....	\$5
Student Activity Fee .....	\$14
Student Publication Fee.....	\$9
Student Health Fee .....	\$30
Student Technology Fee.....	\$8
Student Transportation Fee.....	\$26
Campus Center Programs Fee.....	\$6
Campus Center Operations Fee .....	\$28
Official Transcript	
Regular service - 5 - 7 business days .....	\$5
Rush service-2 business days.....	\$15
Note: Transcripts that are mailed will be sent via US Postal Service, first class.	
Checks tendered to the University and returned for any cause .....	\$25
Challenge Examination Fee .....	\$15
Special Examination.....	\$10
(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)	
Replacement of Student ID.....	\$5

\*NOTE: All fees are subject to change

**TUITION DEPOSIT**

All new, transfer, and returning students are required to submit a tuition deposit of \$100 to complete the admissions process. This deposit is applied to the tuition balance once the student registers for classes for that semester. The deposit is non-refundable and non-transferable, even if the student does not register for any UH West O'ahu classes. Students who receive notification of their award from the UH West O'ahu Financial Aid Office and continuing students are not required to pay the tuition deposit.

**PAYMENTS**

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

**INSTALLMENT PAYMENT PLAN**

Eligible registered students who cannot pay their tuition and fees in full by the published deadline may sign up online for an installment payment plan. There is a \$30 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. For details on the UH installment plan, visit [myuhinfo.hawaii.edu/object/paymentfaq](http://myuhinfo.hawaii.edu/object/paymentfaq).

**TUITION REFUND POLICY****Regular Academic Semester Courses**

(15-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:

- 100% refund for complete withdrawal or change in status or tuition rate only if made on or before the last day of late registration.
- 50% refund if complete withdrawal or change in status or tuition rate is made on or before the end of the third week of instruction.
- No refund if complete withdrawal or change in status or tuition rate is made after the third week of instruction.

**Non-Semester Long Credit Courses**

(less than 15-week terms)

In the event a student who is taking accelerated or summer session 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:

- 100% refund for complete withdrawal or a change in status or tuition rate if made on or before the first day of class.
- 50% refund for complete withdrawal or change in status or tuition rate if made on or before the end of the 20% instructional period.
- No refund for courses that are 10 or less calendar days in length or if complete withdrawal or change in status or tuition rate is made after the refund period.

Refund and withdrawal deadlines for each accelerated course will differ. For the exact dates check the online schedule of classes at myuh.hawaii.edu (click on the class CRN or course reference number).

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, or a change in tuition rate, and the changes to the published schedule have occurred after the student registered, tuition and special course fees are refunded upon approval as indicated below:

- 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.
- The difference between the amount assessed at registration at the start of the semester and the amount assessed due to change in status or tuition rate if such a change is necessary and if application for refund is made within two weeks of the date of the change(s) to the published schedule.

### REFUND POLICY FOR STUDENT FEES

All students will be assessed the mandatory student fees according to the Fees Schedule ([www.uhwo.hawaii.edu/tuitionfees](http://www.uhwo.hawaii.edu/tuitionfees)). 100% of the mandatory student fees will be refunded ONLY if the student completely withdraws from the University of Hawai'i system campuses. Complete withdrawal from the University of Hawai'i system must be completed on or before the last day of late registration (add period) as established by the student's home campus.

### 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. Students should consult with a Financial Aid Officer prior to withdrawal from classes.

**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. Refer to Financial Obligations.

### 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 UH West O'ahu, a Return of Title IV Funds calcula-

tion 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. The order in which the funds will be returned is as follows: Federal Loans, Federal Pell Grant, 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 UH West O'ahu must reapply for admission by 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. It is also available at the Financial Aid Office and online at [www.uhwo.hawaii.edu/withdrawal](http://www.uhwo.hawaii.edu/withdrawal).

### FINANCIAL OBLIGATIONS

All students are expected to meet their financial obligations when due within the UH 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 UH system will also affect a student's status at UH West O'ahu.

### UH 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. The late registration period for UH West O'ahu is the first 10 calendar days of the semester. Consult the Academic Calendar for exact dates. Students will be responsible for all applicable tuition and fees if registration occurs before the late registration period. No refunds of tuition and fees will be made. Any registration activity (adds or drops) in MyUH before the late registration period will disqualify the student from using a faculty/staff tuition waiver. Any tuition and fees in excess of the six credits must be paid for by the student. During the summer, there is a \$25 administrative fee. No refunds will be made.

Employee, employee spouse and employee domestic partner tuition waivers must be posted online or manually by a campus cashier to the student's account no later than the last day of the 50% refund period for the term for which the waiver is being used. Tuition waivers presented after this date will not be processed.

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 visit: [www.hawaii.edu/ohr/docs/forms/waiver.htm](http://www.hawaii.edu/ohr/docs/forms/waiver.htm).



## ACADEMIC ADVISING & COUNSELING SERVICES OFFICE

Campus Center C236

Phone: (808) 689-2689

Toll free from the neighbor islands; (866) 299-8656

### NEW STUDENT ORIENTATION

UH West O'ahu conducts New Student Orientation sessions for first-time college students and transfer students prior to the start of every fall and spring semester. Newly accepted students benefit from attending one of these sessions to learn important information regarding: program and graduation requirements; scheduling and registration; important dates and deadlines; financial aid; campus locations and resources; campus clubs, events and activities. These sessions are also an excellent opportunity for new students to meet other students as well as get introduced to a number of faculty and staff. First-time freshmen are required to attend a New Student Orientation session prior to registration.

All newly admitted students are also required to take the COMPASS placement test if they have not completed sufficient course work to determine their English and Math levels. Admitted UHWO students may schedule a date to take the COMPASS test by calling the No'eu Center for Writing, Math and Academic Success at (808) 689-2750. Additional information may be found on page 33.

### UH STUDENT ID CARDS

Students enrolled at the University are eligible to receive one free UH West O'ahu student ID card which allows the cardholder access to certain University privileges and benefits. Student ID cards are available at the Campus Center C141.

### ACADEMIC ADVISING

UH 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. Many resources are available for students to assist them in their college endeavors. Two of these resources are faculty advisors and academic advisors.

### FACULTY ADVISORS

On admission, incoming students are assigned to a faculty advisor, based on their intended program of study. The name and contact information of the assigned faculty advisor can be viewed in the STAR Degree Check under the academic standing tab through MyUH.

Faculty advisors are an excellent source of information on:

- Academic programs
- Course content, selection and sequencing
- Suggested courses for program electives
- Program and course prerequisites
- Graduate programs
- Career and professional development

It is strongly recommended that students make an appointment to meet with their faculty advisor during their first semester at UH West O'ahu and continue to meet with them on a regular basis.

### ACADEMIC ADVISORS

Located in the Academic Advising and Counseling Services Office, academic advisors assist students with academic planning, program and university graduation requirements, and registration policies and procedures. Students who have earned at least 90 credits are advised to make an appointment with an academic advisor for a graduation check. Basic counseling may also be provided in helping with the day-to-day issues that may arise during a student's academic journey.

Academic advisors assist students with questions pertaining to:

- Graduation requirements
- Registration
- Change of major/concentration
- Preadmission advising
- Academic probation
- Leave of absence
- Withdrawing from the University

While all academic advisors are generalists, each specializes in different areas such as Native Hawaiian programs, distance learning for neighbor island residents, early admission programs for high school students, international students on F-1 or J-1 visas and student life.



Some students enter UH West O'ahu as an "undeclared" major while they decide on the major/concentration they want to pursue. Once decided, or if students want to change their major/concentration, students will be required to meet with an academic advisor and submit the completed Change of Major/Program Form which is available online at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms) or at the Academic Advising and Counseling Services Office.

Students may make an appointment with an academic advisor by calling the Academic Advising and Counseling Services Office at (808) 689-2689 or may email advising related questions to [uhwo.advising@hawaii.edu](mailto:uhwo.advising@hawaii.edu).

Walk-in advising is also available on Wednesdays from 8:30am-5:30pm throughout the semester. Walk-in advising is intended for brief, 10-15 minute questions. Walk-in advising sessions are first-come, first-served and are subject to change without prior notice. Average wait time is 30-45 minutes.

Walk-in advising is for questions pertaining to:

- General education and focus requirements
- Registration information
- Adding/dropping classes
- Course approval forms
- Prerequisite questions
- Interpreting COMPASS scores and placement
- Quick referrals
- Leave of absence
- University withdrawals
- Appointments are for questions pertaining to:
  - Graduation checks "on track to graduate"
  - Change of major/concentration
  - Assistance in selecting classes for the upcoming semester
  - Review of transfer credits (unofficial and official)
  - Academic difficulty
  - Academic probation policy questions
  - Disability access services
  - Student appeals
  - Preadmission advising
  - Career exploration

While all students are highly encouraged to utilize academic advising services, newly admitted freshmen are required to meet with an academic advisor during their first year of enrollment at UH West O'ahu. While only the first year meeting is mandatory, students are encouraged to continue to meet or contact an academic advisor at least once a semester.

### STAR DEGREE CHECK

Students are ultimately responsible for ensuring they are on the right path in fulfilling their graduation requirements. To facilitate this process, students may use the STAR degree check, an online tool that enables students to monitor their general

education, focus, major, concentration, credit, and grade point average requirements. STAR also provides advising information on courses that can be utilized to fulfill a requirement and advising comments from academic advisors and faculty advisors.

The STAR Degree Check can be accessed via MyUH at [myuh.hawaii.edu](http://myuh.hawaii.edu) (click on the "STAR Degree Check" link). Students thinking of switching majors or are pursuing more than two programs may use the "What If" function to see what requirements are needed for these programs. Students may also use STAR to view and print customized reports of courses taken within the UH system as well as create an academic plan. Please note that STAR is an advising tool that allows students to manage their academic course work, but should not be considered a substitute for meeting with academic advisors and faculty advisors.

### ACCESS SERVICES

Students with disabilities who will require auxiliary aids and/or special services must contact the disability specialist in the Academic Advising and Counseling Services Office at (808) 689-2689 to ensure timeliness of services. An initial appointment will be made to learn about the services offered at UH West O'ahu. Students seeking special services are required to provide complete disability documentation. Documentation should include a diagnostic statement identifying the disability, any treatment and medications currently prescribed or in use, a description of the impact of the disability in an educational setting, recommended accommodations in an educational setting, and the credential of the diagnosing professional should also be included. The disability documentation will then be reviewed by the disability specialist to determine appropriate accommodations. If the disability documentation is determined to be incomplete, the disability specialist may request additional documentation.

### COUNSELING AND DEVELOPMENT SERVICES

College can be a very difficult and overwhelming time for students. In addition to numerous academic demands, students often encounter various stressors ranging from family concerns, relationship difficulties, financial challenges and social issues to anxiety, depression, low self-esteem, substance abuse and anger management difficulties, as well as other emotional, behavioral and physical problems.

As a department of UH West O'ahu Student Affairs, the mission of the Counseling and Development Services is to promote, in collaboration with the entire UH West O'ahu community, the academic success and overall development of our students through the provision of high quality counseling, psychotherapy, consultation, education and training.

UH West O'ahu Counseling and Development Services offers confidential time-limited counseling and psychotherapy to all active status UH West O'ahu students free of charge. Consultation, education, training and resources are also available to faculty, staff and student groups. If there are any special needs, please let us know so that reasonable accommodations can be made.

Common topics of student concerns include: anxiety, depression, other mood disorders, adjustment issues, traumatic experiences, relationship difficulties, suicidal ideation, stress management, anger management, substance abuse, eating disorders, domestic violence, bereavement, grief, loss, family problems, academic problems, career issues, identity issues, low self-esteem, low self-confidence, financial stress, etc.

Appointments, consultations, inquiries about scheduling education and training workshops, or requests for resources, may be directed to the Academic Advising and Counseling Office.

For emergencies:

- Call 911 or dial "0"
- Go to your nearest emergency room
- Call Suicide & Crisis Hotline (24-hrs/7 days/wk)
  - O'ahu: 832-3100
  - Kaua'i, Lāna'i, Moloka'i, Maui, Hawai'i: 1-800-753-6879 (toll-free)

## CAREER SERVICES

Career advising is available via the academic advisors 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. Additional information is available online at [www.uhwo.hawaii.edu/career](http://www.uhwo.hawaii.edu/career).

## INTERNATIONAL STUDENT ADVISING

All international students are required to meet with an international academic advisor to register. Online registration is not allowed. The advisor serves as a resource for the international student community and is responsible for meeting international student federal compliance. To make an appointment with an advisor, contact the Academic Advising and Counseling Services Office.

**Full-Time Status:** International students on F-1 and J-1 student visas must be enrolled as full-time students each semester (summer excluded). Full-time enrollment for undergraduate international students is defined as a minimum of 12 credits each semester.

**Distance Learning Course Restrictions:** The Department of Homeland Security restricts international students in the U.S. from enrolling in some distance learning programs. The student visa status requires a student's physical presence on campus; therefore enrollment in distance learning courses is restricted. Students may count only one three-credit distance learning course per semester as part of their full-time course load.

**Concurrent Enrollment:** Students interested in enrolling concurrently at another campus in the UH system are required to get approval from the UH West O'ahu international academic advisor prior to registering for any non-UH West O'ahu class.

**Health Insurance Requirement:** UH policy stipulates that all international students must obtain health insurance as a condition of enrollment. New students registering for the first time at UH West O'ahu will have a health insurance hold placed on their registration records and will not be allowed to register until sufficient documentation is provided. Continuing students must provide documentation for health insurance covering the entire duration of the semester by August 1 for fall and January 1 for spring.

## VETERANS AFFAIRS

The University is an approved educational institution for education and training under the Veteran's Educational Assistance Act (GI Bill) and the Dependents' Act. Information regarding eligibility, entitlement and types of training authorized may be obtained from the Veterans Administration Regional Office at [www.gibill.va.gov](http://www.gibill.va.gov).

For information regarding the certification process, rules and regulations, documents required and frequently asked questions visit [www.uhwo.hawaii.edu/veteranaffairs](http://www.uhwo.hawaii.edu/veteranaffairs).

## REGISTRATION AND ENROLLMENT INFORMATION

### MyUH

All registration activities are conducted online through MyUH at [myuh.hawaii.edu](http://myuh.hawaii.edu). MyUH provides students with secure personalized access to various academic services within the UH community such as:

- Registration
- Class schedule for all campuses in the UH system
- Financial aid status
- Making tuition payments
- Access to online classes
- Tracking academic progress via the STAR Degree Check
- Viewing grades
- Access to UH email account
- Updating mailing address and phone numbers

To access the services in MyUH, a student must have a UH

username. Students who are/were enrolled at one of the UH campuses may already have a UH username if they have an active UH email account (i.e., UHusername@hawaii.edu). To sign up for a UH username or for more information, visit myuh.hawaii.edu (click Get a UH Username).

## REGISTRATION

Registration information is available online at [www.uhwo.hawaii.edu/registration](http://www.uhwo.hawaii.edu/registration) prior to each registration period. The website provides students with relevant information regarding University activities, deadlines, and other events pertinent to registration.

## SCHEDULE OF CLASSES

The schedule of classes is available prior to the beginning of each registration period and may be viewed through MyUH. Students are advised to review the schedule of classes prior to the first day of registration for any changes that may have been made.

## REGISTRATION HOLDS

Before registration begins, students are advised to check their registration status on MyUH to ensure there are no holds that will prevent their eligibility to register, including but not limited to, financial obligations, required admission forms, medical clearances, or academic standing. Students must clear all obligations in order to register.

## STATE HEALTH REGULATIONS

State public health regulations require all persons enrolling in a post-secondary school in Hawai'i 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 Office of the Registrar to be eligible to register for classes. Written approval to attend class from the State Department of Health must be obtained before any person found to have active tuberculosis is allowed to register.

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 and x-rays are also available 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 immunized. State Department of Health regulations require a two-shot series for the MMR (measles, mumps and

rubella) or proof of protection by positive serology tests of measles.

Health insurance coverage is required of all international students each semester they are enrolled at the University.

## CLASS REGISTRATION

Students are assigned a specific registration day and time based on their class standing and classification at the time of registration. Non-degree students and auditors register after classified students.

Prior to the registration period, students are highly encouraged to meet with their faculty advisor or academic advisor to review program requirements and obtain assistance in selecting classes. Students registering for a capstone (e.g., senior project or practicum), general practicum, or directed reading and research class are required to obtain special approval from the instructor. Students are held responsible for all applicable tuition and fees incurred for all registration activities (e.g., add/drop) whether or not classes were attended. Students are advised to officially withdraw from classes they do not plan to attend during the appropriate withdrawal and/or refund periods. Failure to withdraw may result in a financial obligation to the University of Hawai'i and a possible failing grade for the classes in question.

**Preregistration:** Continuing classified students will have the opportunity to preregister for classes. Preregistration is held during the preceding academic term, usually in November for the spring semester and April for the fall semester.

**Regular Registration:** The registration period for new, transferring, and returning classified students takes place several weeks before the semester begins.

**Non-Degree and Auditor Registration:** Non-degree students and auditors register on a space available basis generally one week before the semester begins. Audit classes are entered on the student's transcript with a grade of "L" and are subject to regular tuition and fee charges. Audit classes are not counted in determining a student's enrollment status.

**Concurrent Registration:** UH West O'ahu students may enroll concurrently at any UH campus. Students who wish to concurrently enroll at a UH community college campus are eligible to register without having to submit an application to the community college. Students interested in concurrently enrolling at UH Manoa or UH Hilo must apply for admission and be accepted to that university to be eligible to register at that campus.

Students who are concurrently enrolled and are receiving financial aid or financial assistance through the Department of Veterans Affairs are advised to consult with those offices. Financial aid and Veterans Affairs benefits are not automatically

granted for classes taken outside of UH West O'ahu.

**Late Registration:** Students may register up to and including, the last day designated on the University calendar for late registration. All first-time registration that occurs during this period is subject to a non-refundable late registration fee.

### MAXIMUM CREDIT LOAD

UH West O'ahu students may take up to 18 credits in the fall and spring semesters and up to 9 credits in the summer term. Those who request a credit limit increase for any term must obtain approval from an academic advisor. If approved, the additional credits may be registered for, no earlier than one week before the first day of instruction for the term.

### CONTINUING STUDENT STATUS

Enrollment in at least one UH West O'ahu class each fall and spring term is required to maintain active student status with the University. Students who are not enrolled or completely withdraw from the University, and are not on an approved leave of absence will be required to reapply for admission and may be subject to the catalog requirements that are in effect at the time of readmission.

### CHANGE OF REGISTRATION

**To Add a Class:** Classes may be added beginning with the first day of preregistration through the late registration period. Accelerated classes may be added after the late add period under special circumstances.

**To Drop a Class (Partial Withdrawal):** Students may officially drop from any classes for which they have registered during the applicable drop period (refer to the academic calendar or registration website). Semester long classes dropped during the first three weeks of the semester will not be indicated on the student's record. Semester long classes withdrawn between the third week and up to Friday of the ninth week of instruction will be indicated as a withdrawal "W" on the student's record.

Different withdrawal deadlines apply to accelerated classes and may be viewed by clicking the CRN of the class on the online schedule of classes.

An instructor cannot initiate a drop or withdrawal for the student. All drop or withdrawal 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 class without officially dropping or completing the withdrawal procedure, an "F," or other grade as appropriate, may be assigned by the instructor. If the instructor does not assign a grade, an "F" will be assigned by the Office of the Registrar.

### WITHDRAWING FROM THE UNIVERSITY

**Complete Withdrawal:** Students occasionally find, for a wide variety of reasons, that they are unable to complete the semester and need to withdraw from all their classes. Prior to the first day of instruction, students can withdraw from all their classes on MyUH. Once the term begins, students withdrawing completely from the University must submit the Complete Withdrawal Form to the Office of the Registrar. Students will not be able to completely withdraw from all classes on MyUH. The Complete Withdrawal Form may be obtained at the Office of the Registrar or online at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms). The effective date of withdrawal is the date that the completed form is received by the Office of the Registrar.

Semester long classes dropped during the first three weeks of the semester will not be indicated on the student's record. Semester long classes withdrawn from between the third week and up to Friday of the ninth week of instruction will be indicated as a withdrawal "W" on the student's record.

Different withdrawal deadlines apply to accelerated classes and may be viewed by clicking on the CRN of the class on the online schedule of classes.

All financial obligations within the University of Hawai'i system must be cleared before the Complete Withdrawal Form can be processed.

An instructor cannot initiate a withdrawal for the student. All complete withdrawals are the responsibility of the student and must be initiated by the student within the constraints outlined above. Financial aid and Veterans Affairs recipients considering completely withdrawing from the University should consult with those offices prior to initiating the withdrawal process. Withdrawals may have a significant impact on institutional charges, a current financial aid award, as well as future eligibility.

A student who has completely withdrawn from the University, and who is not on an approved leave of absence, must reapply for admission and may be subject to the catalog requirements that are in effect at the time of readmission.

**Retroactive Withdrawal:** Retroactive withdrawals are partial or complete withdrawals processed after the drop/withdrawal dates have passed or the semester has ended. UH West O'ahu is obligated to ensure the integrity of the transcript as a historical document, which must reflect the actual history of a student's education at the University. As such, a student who is requesting a retroactive withdrawal will need to present a convincing case and provide relevant documentation that supports the existence of highly unusual or extenuating circumstances beyond their control that prevented them from initiating the withdrawal request in a timely manner. These withdrawals require the approval of the Vice Chancellor for Student Affairs.

Documentation of circumstances and the submission of a formal letter of appeal are required. Consultation with the instructor(s) involved may take place.

Should a retroactive withdrawal be approved, the action will result in the grade being changed to a "W." Tuition refunds will not be considered and any academic action applied for that semester may remain on the student's record. Any appeal after one year of the course ending will not be reviewed.

Students who received financial aid, Veterans Affairs benefits, or other tuition assistance from a third party vendor during the semester in which they are seeking a withdrawal should consult with those offices to determine if this will result in a financial obligation or future ineligibility.

### LEAVE OF ABSENCE

In the event that a student is not able to continue their studies, continuing classified students may apply for a one semester leave of absence if they (1) have completed the prior semester at UH West O'ahu; and (2) are not on academic action (e.g., suspension or dismissal from UH West O'ahu). Additional documentation may be requested. Eligible students cannot accumulate more than two approved leave of absences during their enrollment at UH West O'ahu, even with a break in enrollment (i.e., a break in enrollment will not reset the count back to zero).

Students who have been approved a one semester leave of absence will be able to resume their studies in the same catalog year requirements in effect at the time of their absence and allowed to pre-register for the next semester. Students should be aware that taking a leave of absence may affect residency status for tuition purposes or eligibility for financial aid, Veterans Affairs benefits, or tuition assistance from a third party vendor.

The Leave of Absence Form is available online at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms). The deadline to submit the completed Leave of Absence Form is the last day of the late registration period for the semester in which the student is requesting a leave of absence, or accompanied with a Complete Withdrawal Form.

### STOPPING OUT

Students who do not maintain current student status, that is, those who "stop-out" for one semester or longer 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 a returning student and should meet with their faculty advisor or academic advisor to review program and graduation requirements during their first semester back at the University.

## STUDENT LIFE

### STUDENT GOVERNMENT AND ORGANIZATIONS

Learning and development take place in many ways on a college campus. Participation in campus organizations can provide students an opportunity to make new friends, try new activities, and acquire new skills.

### STUDENT GOVERNMENT

The Associated Students of the University of Hawai'i–West O'ahu (ASUHWO), formed in 1986, is the University's formal student government organization. ASUHWO's primary purpose is to facilitate a variety of cultural, educational, and social extra-curricular activities that are responsive to the interests and needs of UH West O'ahu students. Also, the University administration may consult with ASUHWO for recommendations to existing and proposed policies.

The ASUHWO board consists of four executive positions and nine senators who represent the academic divisions and each class level. Elections for these thirteen ASUHWO positions are held once a year, in the spring semester. All students enrolled for credit and who have paid their student activity fees are considered to be members of the organization. Active participation in the organization and its activities are strongly encouraged. To become involved in ASUHWO, contact the Academic Advising and Counseling Services Office at (808) 689-2689.

### STUDENT ORGANIZATIONS

Students with may elect to join a variety of student clubs in areas of interest to them. These organizations represent a variety of interests and activities including academic, professional, social and service groups. ASUHWO can provide assistance and support to student clubs as needed. Visit [www.uhwo.hawaii.edu/cluborganization](http://www.uhwo.hawaii.edu/cluborganization) to learn more about the various UH West O'ahu clubs.

Students interested in creating a new club or having their club registered as an organization should contact the Academic Advising and Counseling Services Office at (808) 689-2689.

### ALUMNI ASSOCIATIONS

The University of Hawai'i Alumni Association (UHAA) is the official alumni association of the University of Hawai'i system, communicating with more than 175,000 alumni and supporting outreach through its networks of chapters and volunteers worldwide. Membership benefits include savings on car insurance, short-term medical insurance and invitations to special activities worldwide. To become a member or to receive more information about alumni programs, activities and UHAA

membership, call the Office of Alumni Relations toll-free at 1-877-UH-ALUMS or visit [www.UHAlumni.hawaii.edu](http://www.UHAlumni.hawaii.edu).

The University of Hawai‘i–West O‘ahu Alumni Association (UHWAAA) 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 UH 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. For more information on UHWAAA, visit [www.uhwo.hawaii.edu/alumni](http://www.uhwo.hawaii.edu/alumni) or contact the Chancellor’s Office.



## SUSTAINABILITY AT THE HEART OF UH WEST O‘AHU

UH West O‘ahu is not only a university where students come together for an enriching learning experience, but a place where sustainability practices are integrated in the development and operation of the campus and within the surrounding community.

Designed with walking and bicycling as the primary means of travel, and with all buildings constructed to meet the strict standards of the U.S. Green Building Council Leadership in Energy and Environmental Design (LEED) Green Building Rating System™, the UH West O‘ahu campus is a model of sustainability. The university houses an Office of Sustainability with a full-time director, and is a member of the national Association for the Advancement of Sustainability in Higher Education.

The UH West O‘ahu Office of Sustainability is currently working to develop a 10-acre campus organic farm in partnership with the Wai‘anae Coast’s MA‘O Organic Farms, as well as support students in their efforts to create a student campus garden and encourage UH West O‘ahu faculty to integrate sustainability concepts as part of curriculum and research.

The University hosted its first Hawai‘i Sustainability in Higher Education Summit in April 2013, a two-day policy planning and program sharing conference about sustainability initiatives in the 10 campus University of Hawai‘i System and other Hawai‘i colleges. A draft UH Sustainability Policy was developed and is being revised based on participant input from the Summit. The 2nd Annual Hawai‘i Sustainability in Higher Education Summit will take place in March 2014. For more information, visit [www.hawaii.edu/sustainability](http://www.hawaii.edu/sustainability)



# Academic Support Services

## INFORMATION TECHNOLOGY

Website: [www2.hawaii.edu/~uhwolab/](http://www2.hawaii.edu/~uhwolab/)

Refer to the UHWO Information Technology website (above) for useful links related to IT services and support.

All UH students must request a UH username which is your personal identification for accessing a host of services available to the UH community. Your UH username is assigned for the duration of your academic career and is required to register for courses via MyUH, access Google@UH, logon to Lulima, etc. New students may request a UH username at [www.hawaii.edu/account](http://www.hawaii.edu/account).

## COMPUTER FACILITIES

Website: [www2.hawaii.edu/~uhwolab/](http://www2.hawaii.edu/~uhwolab/)

Computing resources for student use are located in the Library Information Commons (Library, First and Second Floors) and the Computer Lab (Lab Building E140). Workstations are available with standard word processing, spreadsheet, presentation and database software, pay-for-print laser printing and scanning.

Lab hours vary from semester to semester. Students should visit the UHWO Information Technology website for hours of operation.

## IT SERVICE CENTER

Library & Resource Center, Information Commons

Phone: (808) 689-2411

Email: [uhwohelp@hawaii.edu](mailto:uhwohelp@hawaii.edu)

Visit the IT Service Center for technical assistance on using the workstations, printing, etc. Help Desk requests will be submitted on behalf of students for more in depth questions or issues and the student will be contacted for problem resolution.

## CAMPUS WIRELESS NETWORK

Information regarding the campus wireless network can be found by viewing the UH West O'ahu Wireless Network section on the UHWO Information Technology website. A valid UH username is required for access.

## LAULIMA

Website: [lulima.hawaii.edu](http://lulima.hawaii.edu); and [www.uhwo.hawaii.edu/dl](http://www.uhwo.hawaii.edu/dl)

Tutorials: [www.hawaii.edu/talent/lulima\\_students.htm](http://www.hawaii.edu/talent/lulima_students.htm), [uhwo.hawaii.edu/dltutorials](http://uhwo.hawaii.edu/dltutorials)

Technical support:

IT Service Center located in the Library Information Commons (walk-ins),

Email: [uhwohelp@hawaii.edu](mailto:uhwohelp@hawaii.edu),

Phone: (808) 689-2411

Lulima is an online course management and collaboration system which is used across the UH system. The majority of UH West O'ahu classes use Lulima, including online, hybrid, and in-person classes. Professors can post lecture notes and information, manage assignments, quizzes, and grades, and communicate with the class via email, bulletin boards, and chat sessions.

## LIBRARY SERVICES

Library & Resource Center

Library hours: M-Th, 7:30 am - 7 pm;

F, 7:30 am - 4 pm; Sat, 10 am - 5 pm

Phone: (808) 689-2700

Website: [www2.hawaii.edu/~uhwolib/](http://www2.hawaii.edu/~uhwolib/)

Email: [uhwolib@hawaii.edu](mailto:uhwolib@hawaii.edu)

The UH West O'ahu Library is committed to helping students succeed and achieve their academic goals throughout their career at UH West O'ahu. In upholding its commitment, the library provides seamless access to print and electronic resources; instructs and guides students, faculty, staff and community members on how to use such resources; and enables students to make independent, confident decisions regarding their research and information needs.

The UH West O'ahu Library's resources and services can be found online at: <http://www2.hawaii.edu/~uhwolib> where students can access the library catalog, scholarly journal articles, ebooks, magazines and newspapers. The new 60,000 square-foot building features learning spaces suited for students' various learning styles and preferences, such as group study rooms, comfortable seating areas, individual quiet study and group work stations. Wi-Fi access is available within the library as well as

throughout the entire campus. Library staff are available to assist students and faculty with various research projects in person, over the telephone, or online via email or chat. Most of the library's UH West O'ahu students can request books and journal articles online from other UH Libraries and have them delivered to UH West O'ahu free of charge. In addition, UH O'ahu students are welcome at all other libraries in the UH System. A valid UH Student ID card is required to borrow library items.

### **NO'EAU CENTER FOR WRITING, MATH AND ACADEMIC SUCCESS**

Library & Resource Center, B203  
Phone: (808) 689-2750  
Website: [www.uhwo.hawaii.edu/wlcenter](http://www.uhwo.hawaii.edu/wlcenter)

The No'eu Center for Writing, Math and Academic Success provides academic support through tutoring and workshops that help students succeed at UH West O'ahu. The No'eu Center's programs focus on life-long learning and the belief that all students are able to develop critical thinking and quantitative reasoning skills as they transition to the workforce. Students can meet with a tutor face-to-face or online.

**Writing Assistance:** The goal of the No'eu Center is to help students at all levels of ability to learn how to write effectively, confidently, and independently. Writing tutors will not write papers for students, but will instead help students verbalize their own ideas to produce well-written papers. Writing tutors also do not proofread papers – they will help with grammar, punctuation and spelling by indicating what areas of the paper need improvement and will work with students to clarify grammatical rules.

**Math and Statistics Assistance:** The No'eu Center offers tutoring in math and statistics. Tutors provide instructional assistance (problem solving, review skills and understanding math concepts) to any individual with classes that involve mathematics and/or statistics at UH West O'ahu. In addition, supplementary materials, software, textbooks, and other resources are available online at [www.uhwo.hawaii.edu/mathstats](http://www.uhwo.hawaii.edu/mathstats).

**Student Success Workshops:** Academic skills workshops are offered by the Center, throughout the semester, to assist students to learn more effectively. Workshop topics include: time management, avoiding plagiarism, effective note-taking, résumé writing, test taking strategies, and more.

Other writing resources and reference information may also be found online at [www.uhwo.hawaii.edu/wlcotherlinks](http://www.uhwo.hawaii.edu/wlcotherlinks)

### **PLACEMENT FOR ENGLISH, MATH, AND STATISTICS**

The COMPASS placement test is administered on-campus, to place students into the appropriate English and Math course levels. Students may only take the COMPASS test prior to taking a Math or English class; once they have taken a class, they cannot re-take the COMPASS for higher placement. Group testing is available at UH West O'ahu during the summer and is available on an individual basis throughout the year. Seating is limited for both the group and individual testing.

The COMPASS Math test is also used to place students into the appropriate Statistics class according to their major requirements (e.g., BUSA 320, PUBA 341, or SSCI 210). For statistics prerequisite information, students may check the listing under the catalog's course description section.

#### **COMPASS Policies:**

- Currently enrolled UH West O'ahu students and those who have applied and paid their UH West O'ahu application fee may take the COMPASS test at the University.
- Students may take the UH West O'ahu COMPASS test (math or writing) up to two times each, free of charge. After that, a fee will be assessed for each additional test.
- A one week (seven calendar days) waiting period is required before a student may re-take the UH West O'ahu COMPASS test.
- The time limit for the COMPASS math score is two years. There is no time limit on the writing test score.

Information on how to prepare for the COMPASS test is available on the COMPASS website found on the No'eu Center's homepage, online at [www.uhwo.hawaii.edu/wlcompass](http://www.uhwo.hawaii.edu/wlcompass).

**Placement for English and Math:** All newly admitted students are required to take the COMPASS placement test if they have not completed sufficient course work to determine their English and Math levels. Admitted UHWO students may schedule an appointment to take the COMPASS test by calling the No'eu Center for Writing, Math and Academic Success at (808)689-2750.

**Writing Placement Exemptions:** Students who have a score of 510 or above on the Writing section of the SAT; or a 22 or above on the English section of the ACT; or have completed ENG 22 with a grade of C or higher may place directly into ENG 100.

**Math Placement Exemptions:** Students who have a score of 700 or above on the Math section of the SAT; or a 31 or above on the Math section of the ACT may place directly into MATH 241



(Calculus I). A student may also be waived from the placement if they have completed other MATH course work within the UH system, and meets the prerequisite on any other MATH course. SAT and ACT scores must not be more than two years old.

### **PARTICIPATION IN ASSESSMENT EFFORTS**

UH 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.



### **ETHNOMATHEMATICS**

UH West O‘ahu’s Ethnomathematics Summer Institute brings together University of Hawai‘i faculty, staff, and students to design and implement mathematics grounded in the ethnic, historical, and cultural diversities of Hawai‘i. In addition to classroom learning, institute scholars participate in field studies to the Hawai‘i Institute of Marine Biology’s Coconut Island in Kane‘ohe Bay, Mokauea Island Fishing Village in Ke‘ehi Lagoon, Polynesian Voyaging Society, and Kalaupapa on the island of Moloka‘i.

The field studies allow participants to share first-hand mathematics applications including navigation calculations with geometric properties and the study of sinusoidal curves as it relates to fishing. The institute culminates in a research and practicum-based textbook that may be used by current educators to supplement mathematics curriculum, and future teachers as training material.

The Ethnomathematics Summer Institute is made possible by grants from the National Science Foundation, U.S. Department of Education Title III, Hawai‘i Pacific Islands Campus Compact Oceanic EcosySTEM, and University of Hawai‘i Diversity and Equity Initiative.



## OFFICE OF THE REGISTRAR

Campus Center C141

Phone: (808) 689-2900

Toll free from the neighbor islands at (866) 299-8656.

## ACADEMIC RECORDS

Course Numbering System: The University of Hawai'i course numbering system applies to all units of the University. Portions relevant to UH West O'ahu are as follows:

- 001-099 Developmental courses not applicable for credit toward a baccalaureate degree
- 100-299 Undergraduate lower division course work
- 300-499 Undergraduate upper division course work

Graduate level course work/credit is not transferable toward a baccalaureate degree.

**Credits:** UH West O'ahu adheres to the University of Hawai'i system definition of credit hour given in Executive Policy E5.228: A credit hour is associated with an amount represented in intended learning outcomes, and verified by evidence of student achievement, and reasonably approximates but is not less than 1) one hour of class or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately 15 weeks for one semester or the equivalent amount of work over a different period of time, OR 2) at least an equivalent amount of work for other academic activities such as online instruction, laboratory work, internships, practica, studio work, and other work that earns academic credit (<http://www.hawaii.edu/accfsc/docs/E5228-%20Credit%20Hour/e5228.pdf>).

Courses are assigned semester credit values that are determined by the number of hours of study required of the student in and outside of the classroom or laboratory per week. Although semester credit hours are normally fixed, some variable credit courses are offered. The amount of credit given for a variable credit course must be approved by the instructor and may not exceed the maximum semester hours that are defined for each course.

## GRADES

Grades are awarded for the purpose of recognizing different levels of achievement in the pursuit of course objectives. These grades are interpreted as shown in the chart below. Grades may be viewed and/or printed from MyUH at [myuh.hawaii.edu](http://myuh.hawaii.edu).

Grade reports are not mailed.

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-	Not Passing	0.7
F	Failure	0.0
CR	Credit (minimum grade of "C")	0.0
I	Incomplete	0.0
L	Audit	0.0
NC	No Credit	0.0
R	Credit (for Challenge Exams)	0.0
RD	Record of Grade Delayed (grade not submitted)	
W	Withdrawal (not calculated in GPA)	0.0

**Incomplete Grades:** With the approval of the instructor, an “I” or incomplete grade may be given at the request of the student. An “I” indicates that the student has not completed a small but important part of a semester’s work if the instructor believes that the incomplete was caused by conditions beyond the student’s control. A student who receives an “I” grade should promptly consult the instructor to determine what work must be done and the deadline to complete the work for changing the grade of “I” to a final grade.

An instructor giving an “I” grade will also record the grade that will replace the “I” if the work is not completed by the deadline that was agreed upon by the student and instructor. This grade is computed on the basis of what grades or other evidence the instructor does have, averaged together with F’s and/or zeros for all incomplete work. If the work is completed and submitted by the deadline specified by the instructor, the instructor will report the change of grade, taking the completed work into consideration. If the work is not completed and submitted to the instructor by the deadline, the “I” grade will change to the grade that was assigned to the “I” grade (i.e., an “IF” will convert to a final grade of “F”) by the University deadline (see Academic Calendar). Grade changes for incompletes must be submitted by the instructor to the Office of the Registrar no later than the date specified on the University’s academic calendar.

**Grade Point Averages:** Grade point averages (GPA) are determined by dividing the total number of grade points by the total number of credit hours for which a student has received letter grades (excluding CR, I, L, NC, R, RD, and W).

The UH West O’ahu semester GPA is calculated on any one semester’s credits and grade points.

The UH West O’ahu cumulative GPA is calculated on all such work taken at the University.

The UH West O’ahu overall GPA is calculated on all transfer credits and work taken at the University.

## CHANGE OF GRADES

A student who believes an error has been made in the assignment of a grade must initiate contact with the instructor or division chair within 10 calendar days of final grades being posted for that term. Any appeal made after this time period will not be reviewed.

## ACADEMIC STATUS

**Satisfactory Academic Progress:** To demonstrate satisfactory academic progress, students are expected to maintain at least a 2.0 UH West O’ahu cumulative GPA. Satisfactory academic progress is required for continued enrollment, as well as to maintain eligibility for financial aid and veterans’ benefits.

**Dean's List:** Students who perform at a high academic level will be placed on the Dean’s List for work completed at UH West O’ahu by the end of each semester. To qualify, students must enroll in a minimum of nine UH West O’ahu credits during the semester. All classes must be completed at the end of the fall and spring term with a semester GPA of 3.75 or higher.

**Academic Warning:** A student whose UH West O’ahu semester GPA is less than 2.0 will be considered to be on academic warning status. Although not on academic probation, students are highly encouraged to meet with an academic advisor who can assist with academic planning.

**Academic Probation, Suspension, and Dismissal:** Students who fail to meet the 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 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 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 and 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.

Students who are placed on academic probation will be required to see an academic advisor for advising and to register for classes. Registration activities (e.g., add/drop) through MyUH will be prohibited until good academic standing is met.

**Suspension:** A student may be suspended if they are on academic probation and fail to achieve a 2.0 for the current semester at the University. Once suspended, the student will be denied continued registration, administratively withdrawn from all classes they may have registered for in a future term, and will not be eligible for readmission for at least one semester (fall and spring), not including summer session.

A student who has been academically suspended and would like to reapply for admission must meet with an academic advisor prior to submitting an application for admission and submit a letter of appeal to the Office of Admissions in addition to the application for admission. Reinstatement to UH West O’ahu is not automatic and must be approved by the Director for Enrollment Management.

A student suspended at the end of the spring semester may enroll in the upcoming summer session. If the student raises their cumulative or overall GPA up to 2.0 after attending the summer session at UH West O’ahu, the suspension period may be waived by the Vice Chancellor for Student Affairs.

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 suspended and who subsequently fails to maintain at least a 2.0 semester GPA at UH West O'ahu will be dismissed. Dismissed students will be readmitted only in unusual circumstances.

## TRANSCRIPTS

An official transcript of course work completed at UH West O'ahu may be obtained by submitting the Transcript Request Form which is available online at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms). Payment must be remitted at the time the transcript request is made. Transcripts are mailed via US Postal Service, first class. Transcripts needed for admission purposes to any UH system campus are sent to the receiving campus at no cost to the student. Financial obligations with any University of Hawai'i campus must be cleared before requests can be processed.

The University does not print unofficial transcripts. Students may view and print their unofficial academic records free of charge via the STAR Degree Check in MyUH.

## EDUCATION VERIFICATION

Students may obtain a verification of their current and past enrollment status for semesters they have been officially enrolled at UH West O'ahu. The Education Verification Request Form is available online at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms). Degree verifications for the most recent term are available approximately 8-10 weeks after the end of the semester. There is no fee for verifications. Financial obligations to any University of Hawai'i campus must be cleared before requests can be processed.

**Third Party Requests for Enrollment and Degree Verification:** UH West O'ahu has authorized the National Student Clearinghouse to provide degree and enrollment verifications. Third parties (e.g., employers, background screening firms, etc.) requesting enrollment or degree verifications should visit the National Student Clearinghouse website or call (703) 742-4200 for assistance. The National Student Clearinghouse complies with the Family Educational Rights and Privacy Act (FERPA).

## CHANGE OF PROGRAM OR PERSONAL DATA

It is the responsibility of the student to report any change of name, address, phone number, citizenship or field of study to the University. Appropriate documentation must be submitted to the Office of the Registrar. Failure to do so may result in inaccurate student records and failure to receive important University announcements.

**Change of Major/Concentration:** Students who wish to change their program of study are required to meet with an academic advisor and complete and submit the Change of Major/Program form. The form is available online at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms). Students are subject to the program requirements (e.g., catalog year) in effect at the time the completed form is received by the Office of the Registrar. Completed forms received after the new academic year begins (i.e., first day of instruction for the fall term) will follow the program requirements of the new academic year.

Unclassified students may change their status to classified, only if they have all official transcripts on file, meet the admission requirements, and are accepted as a classified student prior to the late registration period.

**Change of Personal Data:** Students who need to update their permanent address, phone number, or legal name should complete and submit the Student Record Update Form available online at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms). Mailing address may be updated in MyUH.

## DEGREE ALTERNATIVES

Students entering UH West O'ahu with a bachelor's degree from another college or university may earn a second bachelor's degree from the University in a different academic field. Additionally, students working toward their first bachelor's degree at UH West O'ahu may declare two majors for dual bachelor's degrees or in some cases, may select more than one concentration under the same major; only one degree will be awarded (i.e., a major in Social Sciences with a dual concentration in Psychology and Sociology). Students interested in a dual major or concentration should consult with an academic advisor.

## DEGREE CONFERRAL

**Apply for Your Degree:** Students who are nearing completion of their academic program must submit an Application for Graduation at the beginning of their final semester to officially receive their degree (see Academic Calendar for deadline dates). A student petitioning to graduate must be enrolled at the University during the semester in which they intend to graduate. The application is available online at [www.uhwo.hawaii.edu/forms](http://www.uhwo.hawaii.edu/forms). A separate application is required for each degree and/or certificate that is being petitioned. Students who submit the application after the University deadline may not have their name published in the commencement program and ordering and receipt of the diploma will be delayed. The final deadline to submit an Application for Graduation is the last day of instruction for the term in which the student intends to graduate.

A student, who is no longer enrolled at the University and submits an application no later than one semester after the graduation requirements have been met, will be subject to the catalog

year program requirements that were in effect prior to the break in enrollment. A student, who submits their application after more than one semester has passed, will be subject to the catalog year program requirements that are in effect at the time their completed application is received.

**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 University Registrar prior to course work taken in absentia and the requirements must be met within a specified time frame. Failure to meet the requirements within this established timeframe will mean that the student must reapply for admission to UH West O'ahu, and will be subject to the catalog year 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 the residency requirement of a minimum of 30 credits taken with UH West O'ahu.

**Review of Application for Graduation:** Each application submitted is reviewed by an academic advisor. A student may be removed from the graduation list if their final grade report contains either an incomplete or missing grade or whose records have any other discrepancies.

**Change of Graduation Date:** Students who have already submitted an Application for Graduation and need to postpone or cancel their application should contact Office of the Registrar as soon as possible. Another Application for Graduation may be required.

**Commencement:** The University provides graduates with a fall and spring commencement ceremony. Commencement participants are required to wear academic regalia consisting of a cap, gown, and tassel which may be purchased for a nominal fee through the University Bookstore, The West Shop. Additional information is mailed to prospective graduates approximately 4-6 weeks after the application deadline.

Students who participate in the commencement ceremony and have a minimum 3.75 UH West O'ahu GPA and will have completed at least 30 UH West O'ahu credits after their final semester may be recognized as a candidate for distinction. Students who plan to graduate in summer will be able to participate in the following fall commencement.

**Graduation with Distinction:** Graduation with Distinction will be conferred on those graduates who complete 30 or more UH West O'ahu credits with a minimum UH West O'ahu cumulative GPA of 3.75, including courses whose credits were not applicable to the degree.

**Degree Conferral:** Degrees are formally conferred at the end of the fall (December), spring (May), and summer (August) terms. The conferral process generally takes 8-10 weeks after the final examination period. Students may view the STAR Degree Check via MyUH to confirm the awarding of their degree.

**Diplomas:** Diplomas are available approximately 10 weeks after commencement. Students on O'ahu may pick up their diploma at the Office of the Registrar and will be required to show a valid photo ID. Diplomas will be mailed to students who reside on the neighbor islands. Students who plan to move out of state after graduation should provide the Office of the Registrar with their updated mailing address so their diploma may be mailed. Diplomas are mailed via the U.S. Postal Service. All financial obligations within the UH system must be cleared before the diploma can be released.

**Hawaiian Language Diplomas:** Optional Hawaiian language diplomas are available to students who were awarded degrees from spring 1995 to the present. The student's name, degree, and major, as well as official University signatures appear in English.

**Replacement Diplomas:** To order a replacement diploma, contact the Office of the Registrar for more information. Diplomas will be printed in the current format with signatures of current University officials. Please allow 16-18 weeks for processing.



## STUDENT CONDUCT

Executive Policy E7.208, University of Hawai‘i Systemwide Student Conduct Code, establishes guidelines for behavior on all UH campuses. In accordance with this policy, UH West O‘ahu has affirmed the types of behavior that conflict with the community standards that the UH values and expects of students. The University expects students to maintain standards of personal integrity that are in harmony with the educational goals of the institution; to respect the rights, privileges, and property of others; and to observe national, state, and local laws and University regulations. The code also delineates the appropriate hearing procedures, and describes the various sanctions that may be imposed. Sanctions may range from a warning, restitution, to probation, suspension, expulsion, or the rescission of grades or degree. The Student Conduct Code is available online at [www.uhwo.hawaii.edu/conduct](http://www.uhwo.hawaii.edu/conduct) or through the Office of the Vice Chancellor for Student Affairs.

## ACADEMIC INTEGRITY

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, which are examples of violation of the Student Conduct Code and may result in suspension or expulsion from UH West O‘ahu, includes cheating and plagiarism.

**Cheating:** Cheating includes, but is not limited to, (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) the acquisition, without permission, of tests or other academic material belonging to a member of the UH faculty, staff or student; and (4) engaging in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion.

**Plagiarism:** Plagiarism includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

## 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 Chair. 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, the academic grievance procedure is available at [www.uhwo.hawaii.edu/grievance](http://www.uhwo.hawaii.edu/grievance), or may be requested from the Office of the Vice Chancellor for Student Affairs.

## 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. Check with the instructor regarding the impact of missed classes on your grade.

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

## 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:

- A student has the right to inspect and review their own education records.
- A student has the right to request an amendment to their education records in order to ensure accuracy of such records.
- 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.
- 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.
- 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.
- 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. AP A7.022 is available online at [www.hawaii.edu/svpa/apm/a700/a7022a.pdf](http://www.hawaii.edu/svpa/apm/a700/a7022a.pdf); or a copy may be requested from the Office of the Registrar.

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:

- Name of student
- Local address and ZIP code
- Local telephone number
- Major field of study
- Education level (e.g., freshman, sophomore)
- Fact of participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Most recent educational institution attended

- Degrees and awards received
- Email address
- Enrollment status (full-time or 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, inform the campus that their directory information should be kept confidential no later than 14 days from the first day of instruction for a regular semester or term, or by the fourth day of a summer session.

Parents or spouses 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 the student.

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 a legitimate educational interest, without prior consent.

### PERSONS WITH DISABILITIES

In accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, UH 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.

UH West O'ahu is committed to providing equal access to its academic courses, educational programs, and related activities. All the UH West O'ahu buildings, including restrooms, are fully accessible.

Copies of the University of Hawai'i policies and procedures on non-discrimination and affirmative or voluntary action are available upon request at the UH West O'ahu Human Resources Office.

### EQUAL OPPORTUNITY POLICY

The University of Hawai'i is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin, ancestry, citizenship, disability, genetic information, marital status, breastfeeding, income assignment for child support, arrest and court record (except as permissible under State law), sexual orientation, national guard

absence, status as a covered veteran, pregnancy, and domestic or sexual violence victim status. This policy covers admission and access to and participation, treatment, and employment in the University's programs and activities. With regard to employment, the University is committed to equal opportunity in all personnel actions such as recruitment, hiring, promotion, and compensation. Discriminatory harassment, including sexual harassment, is prohibited under University policy.

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.

### QUESTIONS/CONCERNS

Questions or concerns about programs, services, activities and facilities at UH West O'ahu may be addressed to:

#### **Academic Affairs:**

Dr. Linda Randall  
Vice Chancellor for Academic Affairs  
Phone: (808) 689-2300

#### **Student Affairs:**

Dr. Jan Javinar  
Vice Chancellor for Student Affairs  
Phone: (808) 689-2678

#### **Administrative Affairs:**

Donna F. Kiyosaki  
Vice Chancellor for Administration  
Phone: (808) 689-2500

#### **EEO/Discrimination/Harassment Issues:**

Janice Sunouchi, EEO/AA Coordinator  
Phone: (808) 689-2525  
Email: uhwoeeo@hawaii.edu

#### **Students with Disabilities:**

Janice Takaki, Academic Advisor  
Phone: (808) 689-2689  
Email: uhwo.advising@hawaii.edu







## BOOKSTORE

Phone: (808) 689-2550

Location: Campus Center C226 (temporary location)

Email: [uhwobkst@hawaii.edu](mailto:uhwobkst@hawaii.edu)

Website: [www.bookstore.hawaii.edu/westoahu](http://www.bookstore.hawaii.edu/westoahu)

The UHWO bookstore carries textbooks, educational supplies, general merchandise and UH West O'ahu logo merchandise.

We also take orders for various computer software and selected computer hardware.

Textbook ordering for the fall 2013 semester will begin on August 5, 2013 (both in-store and online). Online orders can be picked up between August 5 to August 24, 2013. Orders can be shipped with a shipping charge (depending on order) until September 20, 2013.

Regular store hours: Monday - Friday 8AM -3:30PM

Fall 2013 Extended hours:

Monday 08/19 - Thursday 08/22/13: 8AM to 5PM

Friday 08/23/13: 8AM to 3:30PM

Saturday 08/24/13: 9AM to 1PM

Monday 08/26 - Wednesday 08/28/13: 8AM to 6PM

Thursday 08/29/13: 8AM to 5PM

Friday 08/30/13: 8AM to 3:30PM

## CAMPUS SECURITY

Phone: (808) 689-2911

Campus Security provides protection and security for the campus community and the physical plant at UH West O'ahu 24 hours a day throughout the year.

The Campus Security Patrol is responsible for enforcing federal, state, and county laws, and UH West O'ahu rules and regulations. Its duties include detecting fires, detaining trespassers, preventing theft and vandalism, and investigating reports of suspicious persons and incidents. Upon a reasonable request, officers will provide an escort service from dusk to dawn for students and staff members. Emergency call boxes are located throughout the campus to provide instant communication with the Campus Security Office.

## CAMPUS PARKING

Visitors and students will be allowed to park in designated parking areas on a space available basis. All other parking areas on campus require a valid permit. Motorcycles and mopeds must have a valid permit and park in designated motorcycle and moped parking areas. Bicycles are allowed to park only at bike racks.

Parking will be available at no charge during the 2013-2014 Academic Year. It is planned that parking fees will be charged beginning Fall 2014, subject to a public hearing process and approval by the Board of Regents.

Parking regulations on campus are enforced 24 hours daily throughout the year. Vehicles in violation are subject to citation and/or towing.

## FOOD SERVICES

*The Dining Hall  
operated by Hawaiian Grown Kitchen*

Campus Center C110

Hours: M-Th 8am-4pm, F 10a-1:30p\*

hours subject to change

Phone: (808) 689-2974

Hawaiian Grown Kitchen is a collective group of professionals focused on producing the highest quality and most creative foods designed to fit the needs of our clients. "What makes us unique is the choice of ingredients we use. At Hawaiian Grown, we support all our local growers, ranchers, and fish hatchery farms truly giving our clients the complete Hawaiian Grown Cuisine experience."

In our efforts toward sustainability, we encourage all guests to dine-in using our melamine free bamboo plates and bowls, stainless steel flatware and paper cups. Hawaiian Grown also has Hawaiian Grown TV, Hawaiian Grown Kitchen, Hanapaa Sushi, and Umami Café.

*Special Events*

Multi-Purpose Ballroom, Campus Center C208  
Chancellor's Conference Room, Campus Center C212  
Great Lawn  
Phone: (808) 689-2526

Unique as a state institution, UHWO will facilitate events with the use of select Catering Companies. By comprehensive planning, resulting in seamless execution; our experienced teams of Industry Professionals will custom tailor events that will exceed your expectations.

Our Multi-Purpose Ballroom is outfitted with panoramic windows and vaulted ceilings that offer natural light and mountain views. Equipped with automated shades to accommodate audio visual presentations, the Multi-Purpose Ballroom is a beautiful and functional venue suitable for academic, business and social events. At 3,840 square feet, recommend seating capacity is 200 guests, banquet style.

Designed with Executive Meetings in mind, the Chancellor's Conference Room is appointed with a flat-screen TV, conference table and leather boardroom chairs. At 768 square feet, this room seats up to 25 guests.



# Institutional Learning Outcomes

*To ensure educational quality and curricular coherence, the University of Hawai'i–West O'ahu has identified institutional learning outcomes (ILOs) which all students will have achieved upon graduation from UH West O'ahu. The ILOs provide guidance to the divisional and concentration outcomes which define the knowledge, skills and abilities of students earning a degree in a specific discipline. ILOs were adopted by the UH West O'ahu Faculty Senate in Spring 2000 and most recently revised in Spring 2013. They address effective communication, cultural awareness, critical thinking, disciplinary knowledge, and community engagement. Divisional and concentration learning outcomes are listed in each Division's chapter of this catalog.*

## **EFFECTIVE COMMUNICATION**

- Communicate clearly and effectively to an intended audience through written and spoken language.
- Effective written and oral communication is demonstrated within and across disciplines. Written communications may include (but are not limited to) narrative, descriptive, expository, and persuasive prose; developed in the context of essays, research papers, position papers, technical writing, reflections, creative writing, lesson plans or letters.
- Oral communications may include (but are not limited to) narrative, descriptive, expository, and persuasive discourse; in the context of preparing and delivering a speech, giving a class presentation, engaging in a small group discussion, lecturing on or explaining a topic, or debating an issue.

## **CULTURAL AWARENESS**

- Demonstrate knowledge of different cultures, sub-cultures or cultural phenomena through the study of art, music, history, literature, ideas, language or cross-cultural research.
- Cultural awareness includes demonstrated knowledge of different human activities, groups or artifacts in contemporary, historical, indigenous, artistic, musical, geographic, economic, political, legal, literary, business related or research contexts.

## **CRITICAL THINKING**

- Demonstrate critical thinking skills by applying information to make well reasoned arguments or solve a problem.
- Critical thinking includes using research, knowledge, math, data, ideas, concepts, theories, or other information to reason or solve a problem logically.

## **DISCIPLINARY KNOWLEDGE**

- Demonstrate knowledge of the purview, processes, and contributions associated with an academic discipline.
- Disciplinary knowledge includes knowledge of methods, history, major works, applications, technologies, and/or ethical standards associated with an academic discipline or a student's declared concentration of study.

## **COMMUNITY ENGAGEMENT**

- Demonstrate engagement with campus life, the broader community or service to others through the use of co-curricular resources, participation in extra-curricular activities or service learning.
- Community engagement is demonstrated by (but is not limited to) use of the UHWO Library or the No'ēau Center; participation in student government, academic clubs or volunteer service; attendance at campus sponsored events or enrollment in service learning courses.



# Academic Programs & Graduation

*Students selected to study at UH West O'ahu have elected to attend a university with an emphasis on the liberal arts and a professional studies curriculum. UH West O'ahu's programs place major emphasis on quality instruction and 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. Students are expected to take full advantage of UH West O'ahu's personalized setting to give full expression to their ideas and insights along with other members of the academic community.*

## MAJORS AND CONCENTRATIONS

The UH West O'ahu 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 offers concentrations in General Business Administration, Accounting, Finance, Management or Marketing. All students pursuing Business Administration are required to take core courses which form the foundation of the major, and to complete a capstone course (e.g., Senior Project or Administrative Practicum). 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, 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). The study of finance prepares students for careers in commercial and investment banking, consulting, insurance, real estate, academia, non-profit organizations, and government. The study of man-

agement prepares students in two broad areas: 1) working with people—hiring, training, coordinating, and creating an effective environment for the attainment of a business objectives and 2) providing the skills and knowledge to become a manager of a business or organization where strategy and decision-making skills are important. Marketing students learn to evaluate and develop advertising, public relations, and direct mail campaigns as well as examine the science of consumer behavior and business in the context of promotion and publicity.

2) The Bachelor of Arts in Humanities offers concentrations in Creative Media, English, Hawaiian-Pacific Studies, History, or Philosophy. Students gain breadth in the Humanities, where multidisciplinary and multi-cultural perspectives are considered important, by taking a number of Humanities Core requirements that focus on these topics. Students also study in their discipline of choice, taking courses that meet the concentration's requirements. All students majoring in Humanities are required to complete a capstone course in their concentration of choice (e.g., Senior Project or Senior Practicum).

3) The Bachelor of Arts in Public Administration offers concentrations in Disaster Preparedness and Emergency Management, Health Care Administration, General Public Administration or Justice Administration. All students majoring in Public Administration are required to take core courses and complete a capstone course (e.g., 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, Early Childhood Education, Economics and Finance, 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 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, economics and finance, sociology, or political science. 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 (e.g., Senior Project or Senior Practicum). Certificates in Substance Abuse and Addictions Studies, Applied Forensic Anthropology, and Interdisciplinary Environmental Studies 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 program offers course work in Pre-Professional (200-300-level) and Professional Teacher Education (400-level). Education course work across the curriculum is field-based. With guidance from an elementary classroom teacher mentor, teacher candidates gain first-hand experience working with students in grades K-6. The program culminates in a 15 week Student Teaching semester that includes 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 in Science) from one of the University of Hawai'i Community Colleges. Currently, there are five concentration areas: Computing, Electronics, and Networking Technology, Culinary Management, Information Security and Assurance, Information Technology and Respiratory Care; other concentration areas are currently being developed in partnership with UH West O'ahu and 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 course work, 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 Senior Practicum) which reflects their area of interest.

## General Education Learning Outcomes

**WRITTEN COMMUNICATION:** Demonstrate clear and effective writing for an intended audience.

Writing is demonstrated within and across disciplines, using diverse genres. Examples of written communications may include (but are not limited to) narrative, descriptive, expository, and persuasive prose; developed in the context of essays, research papers, position papers, technical writing, reflections, creative writing, lesson plans or letters.

**ORAL COMMUNICATION:** Demonstrate clear and effective speaking skills when communicating with an intended audience.

Speaking skills are demonstrated within and across disciplines. Examples of oral communications may include (but are not limited to) narrative, descriptive, expository, and persuasive discourse; in the context of preparing and delivering a speech, giving a class presentation, engaging in a small group discussion, lecturing on or explaining a topic, or debating an issue.

**SYMBOLIC REASONING:** Expose students to the beauty and power of formal systems, as well as to their clarity and precision.

The symbolic reasoning outcome includes appropriate use of techniques in the context of problem solving, application of formal algorithms and proofs as a chain of inferences, and the presentation and critical evaluation of evidence.

**HAWAIIAN-ASIAN-PACIFIC ISSUES:** H-A-P outcome language is currently not available.

**GLOBAL AND MULTICULTURAL PERSPECTIVES:** Demonstrate knowledge of different cultures, civilizations, and global events associated with human history.

The global and multicultural perspectives outcome includes demonstrated knowledge of different human groups, activities or artifacts in contemporary, historical, indigenous, artistic, musical, geographic, economic, political, or literary contexts.

Art, Humanities and Literature: Demonstrate knowledge of artistic and philosophical endeavor through study of works or primary sources drawn from diverse media, genres and historical periods.

The art, humanities and literature outcome may include (but is not limited to) demonstrated knowledge of visual arts, philosophy, religion, literature, music, or dance.

**SOCIAL AND NATURAL SCIENCE LITERACY:** Demonstrate knowledge of the purview, processes and contributions associated with different social and natural scientific disciplines.

Social and natural science literacy includes knowledge of research methods, laboratory techniques, disciplinary history or major findings of more than one social and natural science discipline. This outcome reflects what students will learn by graduation and not what a single social or natural science course will cover.

**CONTEMPORARY ETHICAL ISSUES:** Analyze a dilemma, issue or topic to develop an ethical judgment, argument or position.

Contemporary ethical issues include (but are not limited to) ethical reasoning about events, governmental policies, human rights, business practices and the conduct of research.

## GRADUATION REQUIREMENTS

Candidates for a degree from UH 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 course work.)
- Major and Concentration requirements
- Credit requirements
- Grade point average (GPA) requirements

### I. General Education and Focus Requirements

Students admitted to UH West O'ahu are required to complete the General Education and Focus requirements. The General Education 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 Office of Admissions. Questions on the applicability of course work should be directed to a Student Services Academic Advisor.

#### A. General Education Core Requirements:

1. Foundations Requirements: 12 credits  
Courses that fulfill Foundations requirements may not be used to fulfill other General Education requirements.
  - a. Written Communication (FW): 3 credits
  - b. Symbolic Reasoning (FS): 3 credits
  - c. Global and Multicultural Perspectives (FG): 6 credits, from two different groups.
    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 (HAP): 1 class
2. Oral Communication (OC): 1 class
3. Contemporary Ethical Issues (ETH): 1 class
4. Writing-Intensive (WI): 3 classes at the upper division level  
A minimum of two classes must come from course work outside of the capstone class.

#### C. General Education and Focus Requirements for Transfer Students:

A student who has earned an Associate in Arts (AA) degree at a UH community college or at a regionally accredited institution shall be accepted as having fulfilled the General Education Core (Foundations and Diversification) requirements. Focus require-

ments are graduation requirements required of all students. See previous section for a description of General Education and Focus requirements. Certification of course work completed to meet requirements will be made by the Office of Admissions. Questions on the applicability of course work should be directed to an Academic Advisor.

A transfer student admitted to UH West O'ahu without an AA degree will be evaluated for completion of General Education and Focus requirements on a course-by-course basis. Certification of course work completed to meet General Education requirements will be made by the Office of Admissions. Questions on the applicability of course work should be directed to a Student Services Academic Advisor.

### II. Major, Concentration and Program Requirements:

Students seeking a degree must complete a minimum number of upper division credits in one major as follows:

#### A. BUSINESS ADMINISTRATION

1. Twenty-four credits in Business core courses, including capstone course (Senior Project or Administrative Practicum)
2. Twelve to fifteen credits in a concentration: Accounting, Finance, Management, Marketing, or General Business Administration
3. ENG 200 Composition II or ENG 209 Business Writing
4. MATH 103 College Algebra
5. ACC 201 Intro to Financial Accounting
6. ACC 202 Intro to Managerial Accounting
7. ECON 130 Principles of Microeconomics
8. ECON 131 Principles of Macroeconomics
9. Electives (as required to meet the minimum 120 credits, which includes a minimum of 45 upper division credits for graduation).
10. Three credits of upper division Humanities course work (Students with a concentration in Accounting must take BUSA 313 instead. Students with a concentration in Management must take MGT 310 instead.)

#### B. HUMANITIES

1. HIST 151 World Civilizations to 1500 (also meets a Gen Ed Foundations requirement)
2. HIST 152 World History Since 1500 (also meets a Gen Ed Foundations requirement)
3. ENG 200 Composition II
4. MATH 100 Survey of Mathematics
5. Nine credits chosen from the following (no more than 6 credits in any one subject area):
  - ENG 253 Survey of World Literature I
  - ENG 254 World Literature II
  - ENG 257B Literary Themes: Multi-Ethnic American Literature
  - HIST 231 European Civilization, 1500-1800
  - HIST 232 Modern European Civilization
  - HIST 241 Civilizations of Asia
  - HIST 232 Modern European Civilization
  - HIST 241 Civilizations in Asia
  - HIST 281 Intro to American History I

**GRADUATION REQUIREMENTS (continued)****Humanities Major requirements (continued)**

- HIST 282 Intro to American History II  
 HWST 107 Hawai'i: Center of the Pacific  
 PACS 108 Pacific Worlds: Intro to Pacific Islands Studies  
 PHIL 102 Intro to Philosophy: Asian Traditions  
 PHIL 210 Social and Political Philosophy  
 PHIL 220 Intro to Feminism
- HUM 300 Humanities Seminar
  - Six credits in one additional Humanities concentration (complementary area).
  - Concentration requirements, including Senior Project or Senior Practicum:
    - English: 45 credits
    - Hawaiian-Pacific Studies: 49 credits
    - History: 36 credits
    - Philosophy: 30 credits
  - Recommended: 2 semesters of Hawaiian or a second language
  - Electives (as required to meet the minimum 120 credits, which includes a minimum of 45 upper division credits for graduation).

**C. PUBLIC ADMINISTRATION**

- Twenty-seven credits in Public Administration core courses, including the capstone course (Senior Project or Administrative Practicum)
- Eighteen credits in a concentration: General Public Administration, Disaster Preparedness and Emergency Management, Health Care Administration, or Justice Administration
- ENG 200 Composition II or ENG 209 Business Writing
- MATH 100 Survey of Math
- Electives (as required to meet the minimum 120 credits, which includes a minimum of 45 upper division credits for graduation).

**D. SOCIAL SCIENCES**

- Nine credits in Social Sciences Basic and Skills courses
- Twenty-one to twenty-four credits in one Social Science concentration, including the capstone course (Senior Project or Social Sciences Practicum) as applicable to the concentration
- Nine credits in one additional Social Science concentration (Complementary area)
- ENG 200 Composition II with a C- or better
- MATH 103 College Algebra
- Electives (as required to meet the minimum 120 credits, which includes a minimum of 45 upper division credits for graduation).

**E. BACHELOR OF EDUCATION: ELEMENTARY EDUCATION**

- Twenty-four credits in the Pre-professional Teacher Education program
- ENG 200 Composition II with a C- or better
- Forty-three credits in the 400-level series for the Professional

Teacher Education, including the capstone (Professional Student Teaching Semester and Seminar)

- Electives (as required to meet the minimum 120 credits, which includes a minimum of 45 upper division credits for graduation)

**F. BACHELOR OF APPLIED SCIENCE**

- Eighteen credits in the applied science core including the capstone course (APSC Senior Project or Senior Practicum)
- ENG 200 Composition II
- Electives (as required to meet the minimum 120 credits, which includes a minimum of 45 upper division credits for graduation)

**III. Credit Requirements:** The minimum requirement for a Bachelor's degree is 120 credits of applicable college-level work, depending on the degree.

- Of these 120 credits, a minimum of 45 must be earned in upper division courses, or courses at the 300 and 400 level.
- Residency requirement: A minimum of 30 credits must be earned "in residence" through courses taken at UH West O'ahu. Credits earned through "credit by examination" or other equivalency may not be used to fulfill the residency requirement.
- The maximum number of credits from lower division courses, and credit/no credit courses applicable to this requirement are as follows:
  - From a community college, or other lower division program, 75 transferable college-level credits; and
  - From credit/no credit courses, 24 transferable college-level semester credits

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

- Bachelor of Arts and Bachelor of Applied Science:**
  - A minimum GPA of 2.0 or higher based on all courses completed in the area of concentration (concentration GPA).
  - A minimum GPA of 2.0 or higher based on all courses completed at UH West O'ahu (cumulative GPA);
  - A minimum GPA of 2.0 or higher based on all courses completed at UH West O'ahu and all colleges/universities, excluding remedial courses (overall GPA).
- Bachelor of Education: B.Ed.** GPA requirements are based on licensure requirements.
  - A minimum 2.5 overall GPA is required for entry into the 400-level Professional Teacher Education course work.
  - A minimum GPA of 2.75 cumulative based on completed Education courses at UH West O'ahu is required for admission to the Professional Student Teaching semester.



# Division of Business Administration

## BUSINESS ADMINISTRATION FACULTY

Derrek Choy, Marketing; Division Chair  
 Sharon Cox, Accounting  
 Franklin Kudo, Accounting  
 Katie Landgraf, Accounting  
 Sharon Lee, Risk Management & Insurance  
 David Pai, Statistics & Computer Science  
 Keith Sakuda, Management  
 Mark Weisbrod, Finance  
 Stefanie Wilson, Management

## GENERAL INFORMATION

Students in Business Administration earn a Bachelor of Arts in Business Administration (BABA). Students choose a concentration within the business administration major. The concentrations are General Business Administration, Accounting, Finance, Management and Marketing. Students may also choose to complete a dual concentration by completing all the requirements of two concentrations within the business administration major.

Students pursuing the BABA must take core courses in their area of study, including a capstone course and courses in their respective areas of concentration. It is highly recommended that students consult with a Faculty Advisor before beginning course work.

The Bachelor of Arts in Business Administration (BABA) prepares students for careers in business. Students receive a solid foundation in business principles 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, and 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). Finance students will develop analytical skills to achieve financial goals at the personal and corporate levels. Management students will gain critical thinking skills necessary for effective managerial decision making in dynamic and diverse work environments. Marketing students learn to evaluate and develop advertising, public relations, and direct mail campaigns as well as examine the science of consumer behavior and business in the context of promotion and publicity.

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

## LEARNING OUTCOMES

Students at UH West O'ahu are expected to apply specific knowledge and skills towards mastering material in an academic major and concentration. To assure educational quality and curricular coherence, UH West O'ahu has identified learning outcomes appropriate for Business Administration students as follows.

## DIVISIONAL LEARNING OUTCOMES

Graduates with a major in Business Administration from UH West O'ahu will 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 General Business

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

- Demonstrate written communication skills in the field of business administration.
- Demonstrate oral communication skills in the field of business administration.
- Demonstrate quantitative, technological, and analytical skills necessary for problem solving in the field of business administration.
- Identify international, global and local issues affecting the business environment.
- Demonstrate general management knowledge.
- Identify ethical and legal issues of organizations and society.

Graduates with a concentration in Accounting from UH West O‘ahu will 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.
- Demonstrate written communication skills in the field of business administration.
- Demonstrate oral communication skills in the field of business administration.
- Demonstrate quantitative, technological, and analytical skills necessary for problem solving in the field of business administration.
- Identify international, and local issues affecting the business environment.
- Demonstrate general management knowledge.
- Identify international, and local issues affecting the business environment.
- Demonstrate general management knowledge.
- Identify ethical and legal issues of organizations and society.

Graduates with a concentration in Finance from UH West O‘ahu will be able to:

- Use quantitative tools to evaluate and manage risk and calculate company value.
- Use time value of money concepts to solve financial problems.
- Use valuation methods to price securities.
- Use the capital structure of a company to calculate the firm’s cost of capital.

Graduates with a concentration in Management from UH West O‘ahu will be able to:

- Demonstrate proficiency in understanding the central concepts of management.
- Analyze and provide solutions to management problems,

policy and ethical dilemmas through written communication skills.

- Demonstrate proficiency in using critical thinking skills necessary to discuss effective managerial decision making opportunities within a dynamic and diverse work environment.

Graduates with a concentration in Marketing from UH West O‘ahu will be able to:

- Demonstrate proficiency in understanding the central concepts of marketing.
- Analyze and provide solutions to marketing problems, policy and ethical dilemmas through written communication skills.
- Demonstrate proficiency in using critical thinking skills necessary for discussing responsible managerial and leadership position in marketing organizations.

## BUSINESS ADMINISTRATION MAJOR REQUIREMENTS

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

1. Twenty-one credits of core course work is required:

- 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
- BUSA 415 Auditing
- BUSA 416 Accounting Information Systems
- BUSA 418 Advanced Accounting
- BUSA 419 Corporate and Partnership Tax
- BUSA 459 Estate and Gift Taxation
- BUSA 496 Selected Topics in Business Administration (Accounting Topics)
- BUSA 499 Directed Reading and Research

2. 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

## BUSINESS ADMINISTRATION REQUIREMENTS (continued)

3. Twelve to fifteen credits in the area of Concentration (General Business Administration, Accounting, Finance, Management or Marketing.)
4. Six credits of Accounting at the lower division level:
  - ACC 201 Introduction to Financial Accounting
  - ACC 202 Introduction to Managerial Accounting
5. Six credits of Economics at the lower division level:
  - ECON 130 Principles of Microeconomics
  - ECON 131 Principles of Macroeconomics
6. ENG 200 Composition II or ENG 209 Business Writing
7. MATH 103 College Algebra
8. Three credits of upper division Humanities course work. (For students in the Accounting concentration, BUSA 313 Intermediate Financial Accounting II is required, instead of a Humanities elective.)

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

## BUSINESS ADMINISTRATION CONCENTRATIONS

### ACCOUNTING (ACC)

Students with a concentration in Accounting will complete:

BUSA 313 Intermediate Financial Accounting II

In addition, twelve credits chosen from the following:

BUSA 318 Intermediate Managerial Accounting

BUSA 319 Federal Individual Taxation

BUSA 414 Governmental Accounting

Students with a concentration in Accounting must complete ACC 201 and ACC 202 with a grade of C or higher.

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

### FINANCE (FIN)

Students with a concentration in Finance will complete:

FIN 307 Corporate Finance

In addition, twelve credits chosen from the following (at least six credits must be FIN):

BUSA 308 Principles of Risk Management and Insurance

BUSA 324 Business Law

BUSA 326 Investments

BUSA 328 Personal Lines Insurance

BUSA 338 Commercial Insurance

BUSA 427 Topics and Cases in Business Finance

BUSA 428 Enterprise Risk Management

FIN 301 Personal Finance

FIN 322 Money and Capital Markets

FIN 340 Money and Banking

FIN 412 Futures and Options

FIN 461 International Trade and Finance

FIN 491 Entrepreneurial Service Learning

FIN 496 Selected Topics in Finance

FIN 499 Directed Reading and Research

### MANAGEMENT (MGT)

Students with a concentration in Management will complete:

MGT 310 Principles of Management

In addition, twelve credits chosen from the following:

MGT 301 Business Ethics

MGT 320 Fundamentals of Entrepreneurship and Small Business Management

MGT 322 Leadership in Organizations

MGT 325 Operations Management

MGT 330 Human Resource Management

### MARKETING (MKT)

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

- BUSA 304 Consumer Behavior

- BUSA 305 Advertising and Promotion Management

- BUSA 325 Asian Economies, Business and Consumers

- BUSA 364 Retailing Management

- BUSA 408 International Marketing

- BUSA 476 Health Care Marketing

- BUSA 496 Selected Topics in Business Administration (Marketing Topics)

### GENERAL BUSINESS ADMINISTRATION (GBUS)

Students with a concentration in General Business Administration will complete twelve credits, with at least one class from three different business areas (concentration/cluster): Accounting, Finance, Management, Marketing, and Economics.

Economics Cluster

ECON 300 Intermediate Macroeconomic Theory

ECON 301 Intermediate Microeconomic Theory

ECON 302 Managerial Economics

### Certificate in Risk Management and Insurance (RMI)

The Certificate in Risk Management and Insurance is designed to prepare students to become working professionals in the property and casualty insurance industry and to provide students with the information needed to pass licensure examinations such as the Chartered Property Casualty Underwriters series. Completion of the 18-credit cluster of courses below will lead to a certificate in Risk Management and Insurance:

BUSA 324 Business Law

BUSA 301 Personal Finance

BUSA 308 Principles of Risk Management and Insurance

BUSA 328 Personal Insurance

BUSA 338 Commercial Insurance

BUSA 438 Enterprise Risk Management

Dr. Franklin Kudo and Dr. Sharon Lee are the faculty contacts for this certificate. Dr. Kudo may be contacted by email at [fkudo@hawaii.edu](mailto:fkudo@hawaii.edu); please check Catalog Updates at [www.uhwo.hawaii.edu/catalog](http://www.uhwo.hawaii.edu/catalog) in August for Dr. Lee's contact information.



The Division of Education is accredited by the National Council for the Accreditation of Teacher Education, and the Elementary Teacher Education Program is Nationally Recognized by the Association for Childhood Education International. The Bachelor of Education (B.Ed) degree with concentration in Elementary Education prepares knowledgeable, skillful, responsive educators for a global society. Our K-6 Teacher Education program is dedicated to a vision of providing innovative teacher preparation and public service activities in support of the continuing development of West O’ahu communities. To realize this vision, the Division’s mission is to provide teacher candidates with the knowledge, skills, and dispositions necessary to become outstanding educators, especially in schools located in Central and Leeward O’ahu communities.

## EDUCATION FACULTY

Mary F. Heller, Education Division Chair -  
Language Arts; Literacy

Susan M. Adler, Early Childhood Education

David W. Kupferman, Educational Foundations; Middle-level &  
Secondary Education

Michael T. Hayes, Educational Foundations

Jeanne M. Iorio, Early Childhood Education

Richard M. Jones, Science Education; Earth Sciences

Stephanie H. Kamai, (Field Placement Coordinator) – Teacher  
Education; Supervision

Paula B. Mathis, Social Studies; Multicultural Education; Cultur-  
ally/Linguistically Diverse Learners

Julia C. Myers, Math Education

Jonathan S. Schwartz, (TaskStream Administrator) – Educational  
Foundations; Literacy; Special Education

## GENERAL INFORMATION

The Elementary (K-6) Education program of study includes three categories of course work: General Education (Foundations and Diversification), Pre-professional Teacher Education, and Professional Teacher Education. Embedded within curriculum are university graduation requirements, including writing intensive (WI) courses and courses that focus on Hawaiian, Asian, & Pacific (HAP) studies, oral communications (OC), and ethics (ETH). Innovative, field-based course work is a hallmark of the program that engages candidates in first-hand experiences working with K-12 school students, under the guidance of mentor teachers and university supervisors. Successful completion of the B.Ed program of study enables the Division to recommend candidates to the Hawai’i Teacher Standards Board (HTSB.org) for a Hawai’i teaching license in Elementary Education, K-6.

The Bachelor of Arts in Social Science, with concentration in Early Childhood Education, is a non-licensure program currently housed in the Division of Social Science. See page 73 for more information.

## LEARNING OUTCOMES

The Education Division’s Conceptual Framework serves as a guide for fulfilling the Teacher Education Program’s’ vision of preparing highly qualified teachers for entry into the skilled workforce.

The program recognizes the contributions of general education, content area studies, and professional studies to the preparation of educators. Three goals underlie the professional studies philosophy and objectives.

- delivering high quality instruction that addresses the needs of the whole child
- embracing social justice and equity for all
- becoming reflective practitioners and life-long learners.



The Standard of Excellence  
in Teacher Preparation

In support of the program's philosophy and objectives, learning outcomes for all Education majors are fully aligned with the standards of the teaching profession, as required by the National Council for the Accreditation of Teacher Education (NCATE), the Hawai'i Teacher Standards Board (HTSB), and the Association for Childhood Education International (ACEI).

Graduates of the Bachelor of Education degree in Elementary will be able to:

- Understand how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.
- Use understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.
- Work with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self motivation.
- Understand the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and create meaningful learning experiences that assure mastery of content.
- Understand how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues. Understand and use multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the teacher's and learner's decision making.
- Plan instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.
- Understand and use a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.
- Engage in ongoing professional learning and use evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions on others (learners, families, other professionals, and the community), and adapt practice to meet the needs of each learner.
- Seek appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.

## REQUIREMENTS FOR TEACHER EDUCATION:

### General Education Core and Focus Requirements:

Bachelor of Education teacher candidates in elementary education must fulfill all UH West O'ahu General Education core (foundations and diversification) and focus (graduation) requirements as described in the Academic Programs & Graduation Requirements section of the catalog.

### I. Foundations Requirements

Written Communication (FW)

- ENG 100 Composition I

Global and Multicultural Perspectives (FG)

- History (HIST 151) FGA
- Geography (GEOG 102 World Regional) FGB

Symbolic Reasoning (FS)

- MATH 112 Math for Elementary School Teachers II

### II. Diversification Requirements

Art, Humanities or Literature

- Art 101 or Music 153 or approved course
- ENG 383 Children's Literature

Social Sciences

- PSY 100 Survey of Psychology
- One other Social Science, not PSY

Natural Sciences

- One biological science (DB)
- One physical science (DP)
- One lab (DY)

### III. Focus Requirements

- Oral Communication (OC Focus)
- Hawaiian, Asian or Pacific Issues (HAP Focus)
- Professional Semester Seminar (ETH Focus embedded within the course work)
- Writing-Intensive (WI Focus) course work: 3 courses at the upper division level.

**Graduation Requirement:** ENG 200 Composition II with a C- or higher grade.

### Pre-professional Teacher Education Curriculum:

Once admitted to UH West O'ahu, students may declare Elementary Education as their major. An official declaration of the major in Education qualifies the newly admitted teacher candidate to register for 200- and 300-level EDEE, EDEF, ETEC courses and other program requirements.

### Educational Foundations (15)

MATH 111 Math for Elem. School Teachers I (3)

ETEC 297 Educational Media & Technology (3)

ENG 383 Children's Literature (Counts as general education requirement: Diversification Literature)

PSY 340 Childhood & Adolescence (3) (or PSY 240 or FAMR 230)

PSY 342 Educational Psychology (3)

One Earth Science course (GEOL 122, OCN 201, MET 207, MET 209, or approved course.) (3)

### Pre-professional Teacher Education (15)

EDEF 200 Early Field Experience (1) (coreq with 201)

EDEF 201 Intro to Teaching as a Career (2) (coreq with 200)

EDEF 310 Education in American Society (3)

EDEE 324 Health, PE, & Movement (3)

EDEE 325 Creative & Performing Arts (3)

### Criminal History Check

Prior to an elementary school placement in the pre-professional early field experience (EDEF 200), teacher candidates must undergo fingerprinting and security clearance, arranged through the State of Hawai'i Department of Education. Under Hawai'i Revised Statutes, the Department of Education (DOE) has authorization to perform criminal history checks on teacher candidates who come in close proximity with public school students. This criminal history check ensures that teacher candidates in public schools do not pose a risk to the health, safety and well-being of students. Once teacher candidates received clearance from the DOE, they may participate in all field-based course work. Procedures for fingerprinting are as follows:

- Call the Hawai'i Department of Education (HIDOE) at 596-3466 to schedule an appointment for fingerprinting. Complete the following forms that will be provided by your EDEF 201 Instructor:
  1. Employment Suitability Check
  2. FBI Fingerprint Information Form for HIDOE Employees
  3. Bring your Social Security Card and a valid picture ID (e.g. driver's license, student ID, state ID, etc.) at the time of fingerprinting.
  4. On your scheduled appointment day, report to the following location:

Hawai'i Department of Education

Office of Human Resources – EBC Section

680 Iwilei Road, Suite 490

Honolulu, HI 96817

Hours: Monday through Friday: 8 AM – 4 PM

**Professional Teacher Education:** Teacher candidates seeking admission to the professional teacher education component (400-level EDEE courses) of the program must submit an Application for Professional Teacher Education (APTE) to the Division of Education by the 1st week of the semester preceding anticipated enrollment in 400-level EDEE courses. The APTE is distributed by EDEF 200/201 and EDEF 310 instructors during the first week of the semester. Formal admission will be granted upon completion of the following requirements:

- Praxis I (Pre-professional Skills Test: PPST) Passing scores: Reading (172), Math (173), and Writing (171)
- Completion of a minimum of 45 credits
- Completion of EDEF 200, 201, and 310 with a grade of "C" or higher
- Completion of ENG 100, MATH 111, ENG 200, PSY 340, and PSY 342 (or their equivalents), and SP 151 with a grade of "C-" or higher
- 2.5 overall grade point average (GPA)
- Fingerprinting and background check completed by the Hawai'i Department of Education.

**The 45-credit Professional Teacher Education Curriculum is as follows:**

SPED 405 Education and Special Needs Students (3)

Block 1 Co-Rec.

EDEE 422 Reading Methods (3)

EDEE 424 Language Arts Methods (3) [WI]

EDEE 426 Block 1 Practicum with Seminar (3)

Block 2 Co-Rec.

EDEE 442 Social Studies Methods (3)

EDEF 464 Teaching Culturally & Linguistically Diverse Learners (3) [WI]

EDEE 446 Block 2 Practicum with Seminar (3)

Block 3 Co-Rec.

EDEE 462 Math Methods (3)

EDEE 464 Science Methods (3)

EDEE 466 Block 3 Practicum with Seminar (3)

The Professional Semester

EDEE 490 Student Teaching (12)

EDEE 492 Student Teaching Seminar (3) [WI; ETH Focus]

**The Professional Student Teaching Semester:**

An Application for Student Teaching must be filed with the Division of Education eight months prior to enrollment in student teaching. The following requirements must be met prior to enrollment:

- Completion of all required Pre-professional and Professional EDEE, EDEF, ETEC, and SPED courses;
- 2.75 overall or higher GPA for the Methods Block courses (400-level series); and
- 2.5 overall or higher GPA, with no grade lower than a "C" for all EDEE, EDEF, ETEC, and SPED courses.

The Professional Semester

EDEE 490 Student Teaching (12)

EDEE 492 Student Teaching Seminar (3) [Writing Intensive, Ethics Focus]

Student Teaching is a full-time, 15 week, supervised classroom experience, taken concurrently with an Ethics-focused seminar. A gradual release of responsibility by the mentor teacher leads to a minimum of 15 days of solo teaching. Candidates complete their student teaching in an elementary school that is in partnership with the UH West O'ahu Division of Education. Candidates are advised that the full-time nature of the student teaching semester precludes the ability to work full- or part-time at another job. . At the discretion of the UHWO Field Placement Coordinator, and with approval of the principal and mentor teacher, Hawai'i Department of Education part-time teachers and teaching assistants may be able to complete their student teaching in the school where they have been employed.

**Licensure:**

Earning the Bachelor of Education (B.Ed) degree does not guarantee an elementary school K-6 teaching license. The Hawai'i Teacher Standards Board (HTSB.org) licensure process requires the Praxis Exam II, Elementary Content Knowledge, Test 0014, Passing Score: 153, in order for the UHWO Division of Education to recommend candidates for licensure, as follows:

- Candidates admitted to Professional Teacher Education before August 1, 2011 must pass Praxis II, Test 0014, prior to or during the student teaching semester.
- Candidates admitted to Professional Teacher Education on or after August 1, 2011, must pass Praxis II, Test 0014, prior to admission to the student teaching semester.

The UHWO Division of Education is committed to helping candidates successfully pass all Praxis exams required for licensure by the HTSB. For information regarding Praxis exam preparation and registration, candidates should access the Educational Testing Service website at ETS.org. Candidates should also contact the UHWO No'eau Center regarding Praxis exam resources and tutorials.



## HUMANITIES FACULTY

Ross Cordy, Hawaiian Pacific Studies; Division Chair

Joseph Bariyanga, Chemistry/Physics

J. Leilani Basham, Hawaiian Language

Eric Chock, English

Jayson Chun, History

Evelyn Fenny Cox, Biology

Linda Furuto, Mathematics

Michael Furuto, Mathematics

N. Jaquelyn Kilpatrick, English

Hye Jung Kim, Mathematics

Sailiemanu Lilomaiaava-Doktor, Hawaiian-Pacific Studies

Brenda Machosky, English

Jon Magnussen, Music

Amy Nishimura, English

David Odhiambo, English

Stanley Orr, English

Alan Rosenfeld, History

Lisa Rosenlee, Philosophy

Christen Sasaki, History

Esther Widaisih, Mathematics

## GENERAL INFORMATION

The Division of Humanities emphasizes multi-cultural perspectives (gaining knowledge about other cultures and being able to critically analyze and compare this information), multi-disciplinary perspectives, and writing abilities. The student must take 8 courses from their freshman through their senior years that are designed to provide the student with multi-cultural and multi-disciplinary viewpoints. However, the student concentrates in Hawaiian-Pacific Studies, History, English, or Philosophy – focusing most of their course work in one of these concentrations. In their final year, the students do a senior project or senior practicum in the field of their concentration. Students must complete three upper division Writing-Intensive courses which includes the senior project or practicum course. The Division also recommends that students complete two semesters of

Hawaiian or a second language.

## LEARNING OUTCOMES

To assure educational quality and curricular coherence, UH 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 will be able to:

- (HUM1) Demonstrate a knowledge of the history, philosophy, arts, and/or literature of different cultures from different global regions and indigenous traditions including Native Hawaiian.
- (HUM2) Analyze contemporary issues from multiple cultural perspectives of global regions and indigenous traditions including Native Hawaiian.
- (HUM3) Demonstrate an understanding of different Humanities disciplines' concepts, methods, primary sources, and knowledge.
- (HUM4) Demonstrate well-organized and competent writing in Humanities subjects, particularly in their discipline of study in Humanities.
- (HUM5) Deliver well-organized, competent oral presentations on Humanities subjects to relevant audiences.
- (HUM6) Analyze research questions, problems, and issues in Humanities subjects.

## CONCENTRATION LEARNING OUTCOMES

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

- (ENG1) Identify genres and historical periods of British, American, and World literatures.
- (ENG2) Discuss and write about drama, poetry, prose, and film using appropriate techniques in literary scholarship.
- (ENG3) Demonstrate application of critical thinking skills for various genres of literature and literary study.

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

- (HPST1) Demonstrate a basic overview knowledge of Pacific geography, history and cultures of Pacific peoples, islands, and nations.
- (HPST2) Demonstrate in-depth knowledge of specific aspects of the cultures of the Hawaiian people and/or the cultures of Pacific Islanders (such as art, dance, contemporary or traditional literature, traditional history and culture, contemporary issues and culture).
- (HPST3) Conduct research on specific Hawaiian-Pacific Studies topics, using primary and secondary sources, and critically analyze findings.
- (HPST4) Present well-organized and competent research findings or creative work on specific Hawaiian-Pacific Studies topics in writing, orally, performances or other acceptable media.
- (HPST5) Speak, read and write in Hawaiian or another Pacific language, incorporating research at appropriate levels.
- (HPST6) Demonstrate a knowledge of indigenous Hawaiian and Pacific worldviews and perspectives.

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

- (HIST1) Write well-organized and competent expository prose about the causes of significant events in history to a set specification (e.g., Chicago Manual of Style, Turabian) or the discursive equivalent in other media as determined by faculty.
- (HIST2) Give well-organized and competent oral presentations that involve the use of history (either historical topics, or the use of history in the classroom).
- (HIST3) Analyze historical developments in Europe, the Americas, Asia, and the Pacific.
- (HIST4) Make clear historical arguments and develop them using recognized historical methods.
- (HIST5) Use sources such as novels, film, music, art, history texts, or newspapers to analyze historical issues.

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

- (PHIL1) Identify major philosophers in the history of Western philosophy.
- (PHIL2) Identify major world philosophies.
- (PHIL3) Apply philosophies to other disciplines.
- (PHIL4) Analyze contemporary issues and construct original solutions.
- (PHIL5) Present philosophical ideas concisely in a thesis driven paper.
- (PHIL6) Articulate philosophical ideas orally in either a formal or informal presentation.



## HUMANITIES MAJOR REQUIREMENTS

Students majoring in the Humanities must complete Humanities Core Requirements, and the required credits in their concentration which includes the Capstone course.

### Humanities Core Requirements (24 credits):

1. 6 credits:
  - HIST 151 World Civilizations to 1500
  - HIST 152 World History Since 1500
 Also meets General Education Foundations requirements.
2. 9 credits chosen from the following (no more than 6 credits in any one subject area):
  - ENG 253 Survey of World Literature I
  - ENG 254 World Literature
  - ENG 257(alpha) Literary Themes II
  - HWST 107 Hawai'i: Center of the Pacific
  - HIST 231 European Civilization, 1500-1800
  - HIST 232 Modern European Civilization
  - HIST 241 Civilizations of Asia
  - HIST 281 Intro to American History I
  - HIST 282 Intro to American History II
  - PACS 108 Pacific Worlds: Intro to Pacific Islands Studies
  - PHIL 102 Intro to Philosophy: Asian Traditions
  - PHIL 210 Social and Political Philosophy
  - PHIL 220 Intro to Feminism
3. 3 credits: HUM 300 Humanities Seminar
4. 6 credits in one additional Humanities concentration at the 300-400 level. (Creative Media students must take courses in the Film/Drama studies; see CM concentration requirements.)

**Concentration requirements (30-49 credits):** Includes 3 credits of Senior Project (491) or Senior Practicum (490) in the concentration area:

- Creative Media: 30 credits
- English: 45 credits
- Hawaiian-Pacific Studies: 49 credits
- History: 36 credits
- Philosophy: 30 credits

Recommended: Two semesters of Hawaiian or a second language Program Requirements:

- Eng 200 Composition I
- Math 100 Survey of Math

Also meets General Education Foundations requirements

### Senior Practicum (490) or Senior Project (491)

In their final year, Humanities students take either the Senior Practicum (ENG, HIST, HPST, or PHIL 490) or Senior Project (ENG, HIST, HPST, or PHIL 491). This counts as an upper division writing intensive course. These are independent studies courses, taken under a Faculty Advisor in the student's area of concentration. The Practicum is an experiential learning project, working with a professional(s) in an area of interest to the student, and is typically

off-campus. The student has a practicum site supervisor, in addition to the a Faculty Advisor in their concentration. The Senior Project is typically a research paper done on a topic of interest to the student. Alternatively, it may be a creative writing project, or it could be a curriculum prepared for a school course. It can also be in alternative formats, such as video or combined media. These details are coordinated with the student's senior project Faculty Advisor.

## HUMANITIES CONCENTRATIONS

### CREATIVE MEDIA (CM)

The Humanities Creative Media (CM) concentration allows graduates of area community college visual media programs the opportunity to earn a baccalaureate degree that complements technical and artistic skills gained during the freshman and sophomore years.

Students with an earned degree from one of the following programs may be eligible:

- AS in Television Production (Leeward CC)
- AS in Digital Media (Leeward CC)
- AS in New Media Arts (Kapiolani CC)

Graduates of other creative media or communications programs will also be considered for admission. Concentration, Division and General Education course work will enhance the abilities of those seeking a career in creative media industries and/or graduate study in an MFA, MA, or PhD program.

In the Humanities Core requirements, Creative Media students may apply two of the following courses towards this requirement:

- ART 101 Introduction to Visual Arts
- ART 112 Introduction to Digital Art
- ART 157 Digital Storytelling
- ART 158 History of Animation
- TVPR 210 Film & Video History, Criticism, Ethics & Aesthetics
- TVPR 211 Film & Video Storytelling & Scriptwriting

For students with a concentration in Creative Media, 30 credits are required, including:

1. CM concentration Courses (15 credits):
  - CM 300 Creative Professionals (3)
  - CM 314 Music, Sound & Media (3)
  - CM 320 (alpha) Topics in Creative Producing (3)
  - CM 400 (alpha) Creative Media Master Class (3)CM 426 (alpha) Creative Media Internship (3) or ART 311D Design in Public Spaces (3) or ART 320 Web Design & Development (3)
2. Film/Drama Studies (6 credits from English Film/Drama cluster; fulfills Complementary Area requirement):
  - ENG 360 Literature & Film (3)
  - ENG 361 History of Film (3)
  - ENG 367 (alpha) Genres & Directors (3)
  - ENG 441 Gender & Sexuality in Literature & Film (3)
  - ENG 445 Shakespeare (3)
  - ENG 462 (alpha) Studies in Drama
  - ENG 465 History of Theatre (3)

**HUMANITIES CONCENTRATIONS (continued)**

3. Electives: 9 credits from the following:
- HIST 325 Asian Economies, Business, & Consumers
  - HIST 464 The Triumph of Mass Culture: The United States Since 1920 (3)
  - HPST 461 Traditional Art of Hawaii (3)
  - HPST 462 Traditional Art of the Pacific (3)
  - PHIL 439 Philosophy & Film

Note: Courses may be used only once to fulfill a lower or upper division Creative Media requirement, Humanities core requirement, or elective towards graduation.

**ENGLISH (ENG)**

The Humanities concentration in English offers students a comprehensive course of study in British, American, and Anglophone literatures as well as world literatures in translation. Beginning with an introductory course in literary studies, students undertake broad-based historical surveys followed by upper-level courses that treat major authors, genres, and themes in literature. Courses in literary theory, film studies, and drama also play a central role in these upper-level offerings. Assisted by Faculty Advisors, Humanities/English majors may tailor upper-level requirements to their own needs and interests. This program of study concludes with an original Senior Project or Senior Practicum in literature or cultural studies.

For students with a concentration in English, 45 credits are required including:

1. 15 credits of required lower division course work:
  - ENG 240 Introduction to Literary Studies
  - ENG 250 American Literature Survey
  - ENG 253 Survey of World Literature I or ENG 254 World Literature II
  - ENG 260 British Literature I (800-1700)
  - ENG 261 British Literature II (1700-Present)
2. 6 credits required upper division courses:
  - ENG 300 (alpha) Topics in Literary Theory
 And one of the following:
  - ENG 440 (alpha) Major Author
  - ENG 445 Shakespeare
3. 6 credits from the Film and Drama Cluster:
  - ENG 360 Literature and Film
  - ENG 361 History of Film
  - ENG 367 (alpha) Genres and Directors
  - ENG 441 Gender and Sexuality in Literature & Film
  - ENG 445 Shakespeare
  - ENG 462 (alpha) Studies in Drama
  - ENG 465 History of Theatre
4. 6 credits from the Period and Theme Cluster, at least one pre-1700.
  - Pre-1700 (choose one):
    - ENG 331 (alpha) Topics in British Literature Pre-1700
    - ENG 340 (alpha) Topics in American Literature Pre-1700
    - ENG 410 The Bible as Literature
  - One additional course from this list:
    - ENG 312 Creative Writing Strategies for Teachers
    - ENG 313 Intro to Creative Writing

- ENG 320 (alpha) World Literature
  - ENG 332 (alpha) Topics in British Literature Post-1700
  - ENG 341 (alpha) Topics in American Literature Post-1700
  - ENG 372 Asian-American Literature
  - ENG 380 Multicultural & Postcolonial Literatures
  - ENG 383 Children's Literature
  - ENG 386 Adolescent Literature
  - ENG 470 Literature as History
  - ENG 481 Plantation Fictions
- Only one of these courses may be used:
- ENG 476 Contemporary Literature of Hawai'i
  - ENG 477 Polynesian and Micronesian Mythology
  - ENG 478 Hawaiian Mythology II
  - ENG 479 Hawaiian Mythology I
  - ENG 480 Contemporary Literature of the Pacific

5. 9 credits of ENG electives, at least six credits at the 300-400 level.

Note: Courses may be used only once to fulfill a lower or upper division English requirement, cluster requirement, or elective towards graduation.

**HAWAIIAN-PACIFIC STUDIES (HPST)**

Ho'okahi paena o ka moana nui akea. At the foundation of the Hawaiian-Pacific Studies program is the perspective and understanding that a single ocean connects the islands and the peoples of the Pacific and Hawai'i. The curriculum is designed to provide a good foundation of knowledge that includes art, history, languages, literatures, and contemporary issues of all Oceania (including Australia, Melanesia, Micronesia, and Polynesia), with Hawai'i as a core of this knowledge. We strive to incorporate the idea that each of the societies of the Pacific has their own unique history, language, social and cultural practices, literature, arts, architecture, and contemporary issues, as well as the idea that all of Oceania is linked by connections and continuities that precede any modern constructs of nationality and cultural areas.

The program offers a wide array of courses on Hawai'i and the Pacific Islands, enabling the student to gain a broad overview of the Pacific, as well as in-depth knowledge of specific aspects of Hawai'i and the Pacific. Students who complete the concentration have an excellent foundation for careers in the public or private sector that include teaching, counseling, health administration, cultural resource management, environmental resource management, urban planning, land management, as well as film and media. The concentration also prepares students for graduate school programs in a variety of disciplines such as anthropology, archaeology, education, English, geography, history, folklore, art history, religion, political science, Hawaiian language, Hawaiian studies, and Pacific Islands studies.

For students with a concentration in Hawaiian-Pacific Studies, 49 credits are required including:

1. 9 credits in Introductory courses including two required courses:
  - HWST 107 Hawai'i: Center of the Pacific
  - PACS 108 Pacific Worlds: Introduction to Pacific Islands Studies
 And one of the following:
  - HPST 304 Hawaiian-Pacific Traditions

**HUMANITIES CONCENTRATIONS (continued)**

- HPST 365 Geography of the Pacific
- 2. 16 credits, or two years equivalent, of a Pacific Islands language (usually 4 semesters at the University level):
  - HAW 101 Elementary Hawaiian I
  - HAW 102 Elementary Hawaiian II
  - HAW 201 Intermediate Hawaiian I
  - HAW 202 Intermediate Hawaiian II
  - HAW 301 Third-Level Hawaiian I
  - HAW 302 Third-Level Hawaiian II  
(or other Pacific Islands language)
- 3. 3 credits from the Literature Cluster:
  - HPST 476 Contemporary Literature of Hawai'i
  - HPST 477 Polynesian and Micronesian Mythology
  - HPST 478 Hawaiian Mythology II
  - HPST 479 Hawaiian Mythology I
  - HPST 480 Contemporary Literature of the Pacific
- 4. 3 credits from the Arts Cluster:
  - HPST 212 Pa'a Ke Kahua: Hula Foundations
  - HPST 461 Traditional Art of Hawai'i
  - HPST 462 Traditional Art of the Pacific
- 5. 3 credits from the History Cluster:
  - HPST 380 Field Archaeology: Pre-European Times
  - HPST 384 Hawai'i from European Contact to the Overthrow
  - HPST 437 Pacific Archaeology
  - HPST 471 Polynesia Before European Contact
  - HPST 482 Pacific Islands
  - HPST 483 Archaeology of Hawai'i
  - HPST 488 Twentieth Century Hawai'i
- 6. 3 credits from the Contemporary Culture and Issues Cluster:
  - HPST 381 Hawai'i Politics
  - HPST 440 Kanawai Hawai'i: Native Hawaiian Law
  - HPST 450 Pacific Islanders Diaspora Experiences
  - HPST 456 Peoples of Hawai'i
  - HPST 489 Political Conflict in the Pacific
- 7. 9 credits in Hawaiian-Pacific electives from the following list.  
Courses may be used only once to fulfill cluster, concentration, or elective requirements towards graduation:
  - HAW 301 Third-Level Hawaiian I
  - HAW 302 Third-Level Hawaiian II
  - HPST 212 Pa'a Ke Kahua: Hula Foundations
  - HPST 304 Hawaiian-Pacific Traditions
  - HPST 312 Kunihi Ka Mauna: Hula Journeys
  - HPST 342 Indigenous Peoples and Modernity
  - HPST 365 Geography of the Pacific
  - HPST 380 Field Archaeology: Pre-European Times
  - HPST 381 Hawai'i Politics
  - HPST 384 Hawai'i from European Contact to the Overthrow
  - HPST 437 Pacific Archaeology
  - HPST 440 Kanawai Hawai'i: Native Hawaiian Law
  - HPST 450 Islanders Diaspora Experiences
  - 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 476 Contemporary Literature of Hawai'i
- 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 489 Political Conflict in the Pacific
- HPST 495 (alpha) Research Methods (topics will vary)
- HPST 496 Selected Topics in Hawaiian-Pacific Studies (v)
- HPST 499 Directed Reading and Research (v)

**HISTORY (HIST)**

The History faculty at UH West O'ahu pride themselves on helping students develop an understanding of the past that guides them through the present and prepares them for the future. Historians study how human societies have shown change and continuity over time. Students of History develop skills in evaluating evidence, organizing information, formulating arguments, and writing narratives and expositions. The UH West O'ahu History concentration features a broad array of course offerings, including four regional clusters in American History, Asian History, Europe and the World, and Hawaiian-Pacific History.

A concentration in History is an excellent stepping-stone to a career in education, journalism, government service, law or business. History students at UH West O'ahu develop their critical thinking skills in information processing, historical analysis, and writing, with an emphasis on proficiency in reading and interpreting primary and secondary historical sources. Our Bachelor's program also prepares students for postgraduate studies in a variety of disciplines, including History, Hawaiian and Pacific Studies, Art History, Education, Library and Information Sciences, Museum Studies, and Law.

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

- 1. 6 credits from the following (Area Courses):
  - HIST 231 European Civilization, 1500-1800
  - HIST 232 Modern European Civilization
  - HIST 241 Civilizations of Asia
  - HIST 281 Intro to American History I
  - HIST 282 Intro to American History II

Students who plan to pursue a career in teaching social studies are strongly recommended to take HIST 281 and HIST 282 to prepare for the teaching examination.
- 2. Primary Field: 9 upper division credits\* in one of the following four fields: American, Asian, Europe/World, Hawaiian-Pacific
- 3. Secondary Field: 9 upper division credits\*, one course in each of the other three fields, other than the Primary Field
- 4. Electives: 9 upper division credits\* of HIST, not used as a field requirement.

\*NOTE: Junior and senior transfer students concentrating in History

**HUMANITIES CONCENTRATIONS (continued)**

may apply two 200-level History courses taken at UHWO to any of the three upper-division History requirements (primary field, secondary field, or electives).

American History field:

- HIST 318 Asian American History
- HIST 361 U.S. Women's 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
- HIST 496 Selected Topics in History (in American History)

Asian History field:

- 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 325 Asian Economies, Business, and Consumers
- HIST 328 Modern Korea
- HIST 329 Cold War in Asia
- HIST 496 Selected Topics in History (in Asian History)

European/World field:

- HIST 308 Science and the Modern Prospect
- HIST 350 History of Terrorism
- HIST 354 History of Russia
- HIST 433 Middle Ages, 300-1300 A.D.
- HIST 443 Nazi Germany
- HIST 459 Europe Since 1945
- HIST 496 Selected Topics in History (in European/World History)

Hawaiian-Pacific field:

- HIST 384 Hawai'i from European Contact to the Overthrow
- HIST 437 Pacific Archaeology
- HIST 466 The United States in the Pacific
- HIST 471 Polynesia before European Contact
- HIST 482 Pacific Islands
- HIST 483 Archaeology of Hawai'i
- HIST 487 Hawai'i During World War II
- HIST 488 Twentieth Century Hawai'i
- HIST 496 Selected Topics in History (in Hawaiian Pacific History)

Courses may be used only once to fulfill a Primary Field, Secondary Field, or elective requirements towards graduation.

**PHILOSOPHY (PHIL)**

For students with a concentration in Philosophy, 30 credits are required including:

1. 6 credits from the History of Western Philosophy:
  - PHIL 211 Ancient Greek and Roman Philosophy
  - PHIL 213 Modern Western Philosophy
2. 3 credits from Social and Political Philosophy:
  - PHIL 210 Social and Political Philosophy
  - PHIL 220 Introduction to Feminism
  - PHIL 302 Political Philosophy
3. 3 credits from Ethics and Law:
  - PHIL 311 Philosophy of Law
  - PHIL 312 Ethical Studies
  - PHIL 481 Ethics and Administration
  - PHIL 482 Environmental Ethics
4. 3 credits from Philosophical Topics:
  - PHIL 302 Political Philosophy
  - PHIL 308 Science and the Modern Prospect
  - PHIL 325 Philosophy of Economics
  - PHIL 435 The Religious Dimension of Human Life
  - PHIL 439 Philosophy and Film
5. 3 credits from World Philosophies and Traditions:
  - PHIL 470A Studies in Asian Philosophy: Buddhism
  - PHIL 470B Studies in Asian Philosophy: Confucianism
  - PHIL 470C Studies in Asian Philosophy: Daoism
6. 3 credits from Philosophical Movements:
  - PHIL 401 Existentialism and the Human Condition
  - PHIL 418 Feminist Philosophy
7. 6 credits of PHIL electives, 200 level or above.



## **PUBLIC ADMINISTRATION FACULTY**

Kristina Guo, Health Care Administration; Division Chair

Michael Hallstone, Justice Administration

Gary Helfand, Justice Administration/General Public Administration

Gregory Lefcourt, Justice Administration

Ross Prizzia, Disaster Preparedness & Emergency Management/General Public Administration

Reed Young, Justice Administration/General Public Administration

## **GENERAL INFORMATION**

The Division of Public Administration provides students with the option of earning a bachelor degree in Public Administration (BAPA) with a concentration in Disaster Preparedness and Emergency Management, Health Care Administration, Justice Administration, or 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 BAPA must take core courses in their area of study, including a capstone course and courses in their respective areas of concentration. It is highly recommended that students consult with a Faculty Advisor before beginning course work.

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 course work 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, Health Care Administration, 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.

Students who chose to study Disaster Preparedness and Emergency Management will be able to demonstrate proficiency in understanding the central concepts of disaster and emergency management and policy.

The Health Care Administration concentration prepares students for supervisory, management, and leadership roles in the dynamic and growing health care field.

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.

## **LEARNING OUTCOMES**

To assure educational quality and curricular coherence, UH West O'ahu has identified standards appropriate for Public Administration students. Students at UH West O'ahu are expected to apply specific knowledge and 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 Public Administration from UH West O'ahu will 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 General Public Administration from UH West O'ahu will be able to:

- Apply the principles of effective public sector management from local and global perspectives through clear and effective communication skills.
- Identify and evaluate problems, policy dilemmas, and solutions in public administration.

Graduates with a concentration in Disaster Preparedness and Emergency Management will be able to:

- Demonstrate proficiency in understanding the central concepts of disaster and emergency management and policy.
- Analyze and provide solutions to disaster and emergency problems, and policy and ethical dilemmas through written communication skills.
- Demonstrate proficiency in using critical thinking skills necessary to discuss responsible administrative, managerial and leadership position in disaster and emergency management organizations.

Graduates with a concentration in Health Care Administration will be able to:

- Demonstrate proficiency in understanding the central concepts of healthcare systems, management and policy from local and global perspectives.
- Analyze and provide solutions to health care problems, and policy and ethical dilemmas through clear and effective communication skills.
- Demonstrate proficiency in using critical thinking skills necessary for responsible administrative, managerial and leadership positions in health care organizations.
- Thinking skills necessary for responsible administrative, managerial and leadership positions in health care organizations.

Graduates with a concentration in Justice Administration from UH West O'ahu will be able to:

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

Students must complete a minimum of three classes of upper division, Writing-Intensive (WI) course work, including the Senior Project or Administrative Practicum. It is highly recommended that students consult with a Faculty Advisor before beginning course work.

## PUBLIC ADMINISTRATION MAJOR REQUIREMENTS

Students pursuing a degree in Public Administration must complete the following in which a minimum of 51 upper division credits is required:

1. Twenty-four credits of core course work is required.
  - 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 210 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: Three credits from one of the following, to be taken in the senior year:
  - PUBA 486 Senior Project
  - PUBA 490 Administrative Practicum
3. Eighteen credits in the area of concentration
4. ENG 200 Composition II or ENG 209 Business Writing
5. MATH 100 Survey of Math

Courses and complete a capstone course (e.g., 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.

## PUBLIC ADMINISTRATION CONCENTRATIONS

### GENERAL PUBLIC ADMINISTRATION (PUBG)

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

- PUBA 100 Introduction to Public Administration
- 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 318 Managed Care
- PUBA 319 Long Term Care
- 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 477 Ethics in Health Care Administration or  
 PUBA 480 Organizational Behavior or  
 PUBA 481 Ethics and Administration  
 PUBA 496 Selected Topics in Public Administration  
 PUBA 499 Directed Reading and Research

### **DISASTER PREPAREDNESS AND EMERGENCY MANAGEMENT (DPEM)**

Students with a concentration in Disaster Preparedness and Emergency Management must take the following nine credits:

PUBA 411 Emergency Management and Disaster Preparedness  
 PUBA 463 Disaster Recovery and Hazard Mitigation  
 PUBA 464 Terrorism and Emergency Management

In addition, students must choose three electives from the following list for a total of nine credits:

PUBA 102 Introduction to Disaster and Emergency Management  
 PUBA 460 Environmental Policy Planning and Administration  
 PUBA 461 Social Dimensions of Disaster Response  
 PUBA 462 Disaster Recovery and Business Continuation  
 PUBA 446 Contemporary Issues of Health Care  
 PUBA 470 Program Planning and Evaluation  
 PUBA 481 Ethics and Administration or PUBA 477 Ethics in Health Care Administration

NOTE: Students with a concentration in Disaster Preparedness and Emergency Management are strongly recommended to take PUBA 102, PUBA 460, PUBA 461, and/or PUBA 462.

Students from Kapi'olani Community College who transfer to UH West O'ahu after completing the articulated A.S. in Mobile Intensive Care Technician (MICT) may be waived from certain requirements for the BAPA with a concentration in Disaster Preparedness and Emergency Management or Health Care Administration. Students who transfer under this agreement should consult a Faculty Advisor or a Student Services Academic Advisor prior to beginning their program.

### **HEALTH CARE ADMINISTRATION (HCAD)**

Students with a concentration in Health Care Administration must take the following nine credits:

PUBA 301 Health Care Administration  
 PUBA 302 Health Policy, Politics and Law  
 PUBA 303 Financial Concepts in Health Care Management

In addition, students choose nine credits from the following:

PUBA 101 Introduction to Health Care Administration  
 PUBA 307 Community Health Analysis

PUBA 318 Managed Care  
 PUBA 319 Long Term Care  
 PUBA 411 Emergency Management and Disaster Preparedness  
 PUBA 446 Contemporary Issues in Health Care  
 PUBA 470 Program Planning and Evaluation  
 PUBA 473 Psychology of Healing  
 PUBA 474 Culture and Mental Illness  
 PUBA 476 Health Care Marketing  
 PUBA 477 Ethics in Health Care Administration  
 PUBA 480 Organizational Behavior  
 PUBA 496 Selected Topics in Health Care Administration

NOTE: Students seeking the concentration in Health Care Administration are strongly recommended to take PUBA 307, PUBA 318, PUBA 319, PUBA 446 or PUBA 477. Students who do not have any health care experience are strongly recommended to take PUBA 101 Introduction to Health Care Administration.

### **JUSTICE ADMINISTRATION (JAD)**

Students with a concentration in Justice Administration must complete:

PUBA 409 Legal Foundations of Justice Administration

And fifteen credits chosen from the following:

PUBA 103 Introduction to Justice Administration  
 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 323 Workplace Violence  
 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 432 Crime and Literature  
 PUBA 434 Criminology  
 PUBA 435 Domestic Violence  
 PUBA 436 Sex Crimes and Offenders  
 PUBA 461 Social Dimensions of Disaster Response  
 PUBA 496 Selected Topics in Public Admin (Justice Admin 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

## PUBLIC ADMINISTRATION CONCENTRATIONS (continued)

with a concentration in Justice Administration. Students who transfer under this agreement should consult a Faculty Advisor or a Academic Advisor prior to beginning their program.

### PUBLIC ADMINISTRATION CERTIFICATES

#### 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). This certificate is approved by the United States Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA); the courses for the certificate meet the national standards established by the DHS and 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 who choose a concentration 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 689-2365 or by email at [rprizzia@hawaii.edu](mailto:rprizzia@hawaii.edu) and Dr. Helfand may be contacted at 689-2363 or by email at [helfand@hawaii.edu](mailto:helfand@hawaii.edu)

#### 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

In addition, students must choose 3 electives (9 credits) from the following:

- PUBA 307 Community Health Analysis
- PUBA 318 Managed Care
- PUBA 319 Long Term Care
- PUBA 411 Emergency Management and Disaster Preparedness
- PUBA 446 Contemporary Issues in Health Care
- PUBA 476 Health Care Marketing
- PUBA 477 Ethics in Health Care Administration
- PUBA 480 Organizational Behavior
- PUBA 490B Administrative Practicum

Dr. Kristina Guo is the faculty contact for this certificate. Dr. Guo can be contacted at (808) 689-2361 or by email at [kguo@hawaii.edu](mailto:kguo@hawaii.edu). 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 transfer under this agreement should consult a Faculty Advisor or a Academic Advisor prior to beginning their program.





## SOCIAL SCIENCES FACULTY

Joyce Chinen, Sociology; Division Chair  
 Richard Castillo, Psychology  
 Richard Dadzie, Economics & Finance  
 Michael Delucchi, Sociology  
 Suzanne Falgout, Anthropology  
 Orlando Garcia-Santiago, Sociology  
 Mark Hanson, Psychology  
 Louis Herman, Political Science  
 Richard Langford, Psychology  
 Kanoa Meriwether, Psychology  
 Monique Mironesco, Political Science  
 Garyn Tsuru, Psychology  
 James Turner, Anthropology

## GENERAL INFORMATION

The Social Sciences 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 Finance), 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 and Finance, Political Science, Psychology, or Sociology. Concentrations in Early Childhood Education and Political Science are available via distance education (see pp. 81). Distance education students may also earn an interdisciplinary bachelor's degree in social science with an applied track (BASS; see p. 80 - 81 for program requirements for this degree).

## 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, and statistical analysis.

Students are required to complete ENG 200 Composition II with a minimum grade of C-. Students must complete a minimum of three courses of upper division Writing-Intensive (WI) courses, including SSCI 486 Senior Project or SSCI 490 Social Sciences Practicum. A minimum of two upper division courses must come from course work other than SSCI 486 or 490, which are also WI.

## SOCIAL SCIENCES BASIC COURSES

- PSY 212 Survey of Research Methods in Psychology
- 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 210 Statistical Analysis I
- SSCI 410 Statistical Analysis II

## SOCIAL SCIENCES CAPSTONE 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 with a concentration in Anthropology, Economics and Finance, Political Science, or Sociology may elect to complete SSCI 490 Social Sciences Practicum in place of a Senior Project to fulfill their require-

ments. Psychology students must take SSCI 486P Senior Project and Early Childhood Education students and distance education students in the Applied Track must take SSCI 490 Social Sciences Practicum to complete their requirements.

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

### LEARNING OUTCOMES

To assure educational quality and curricular coherence, UH West O'ahu has identified learning outcomes appropriate for Social Sciences students. Students at UH West O'ahu are expected to apply certain knowledge and 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 will be able to:

- Demonstrate clear and effective writing about a specified social science concentration.
- Demonstrate clear and effective oral communication about a specified social science concentration.
- Demonstrate knowledge of the data and analytical procedures associated with a specified social science concentration.
- Relate knowledge associated with a specified social science concentration of study to global and indigenous perspectives.
- Demonstrate critical thinking about the methods, knowledge and theories associated with a specified social science concentration.

#### CONCENTRATION LEARNING OUTCOMES

Graduates with a concentration in Anthropology from UH West O'ahu will be able to:

- Write clearly and effectively for an anthropology audience.
- Speak clearly and effectively about anthropology topics.
- Demonstrate knowledge of empirical anthropology research methods and analyses.
- Apply anthropology knowledge to the analysis of cultural and global issues and perspectives.
- Demonstrate critical thinking by applying anthropology theories and/or methods to analyze problems in responsible and ethical ways.

Graduates with a concentration in the Applied Track distance learning program from UH West O'ahu will be able to:

- Write clearly and effectively about social science.
- Speak clearly and effectively about social science.
- Demonstrate knowledge of data and analytical procedures in social science.
- Relate knowledge of social science to global and indigenous perspectives.
- Demonstrate critical thinking about the methods, knowledge, and theories in social science.

Graduates with a concentration in Early Childhood Education from UH West O'ahu will 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 and Finance from UH West O'ahu will be able to:

- Use marginal analysis (including supply and demand) to explain regulated and unregulated markets.
- Use models of market structures to analyze perfect competition and monopoly.
- Use theory to explain how trade enhances growth.
- Use aggregate demand and supply analysis to explain inflation, unemployment and growth.
- Develops quantitative skills for models and real world issues.

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

- Demonstrate effective writing skills about political systems and processes using a consistent citation style.
- Demonstrate effective oral communication skills connecting personal experiences with an understanding of various political practices.

- Demonstrate critical and integrative thinking skills in understanding the role of the individual from local to global politics.

Graduates with a concentration in Psychology from UH West O‘ahu will be able to:

- Demonstrate clear and effective writing in APA style.
- Demonstrate clear and effective speaking skills about psychological topics.
- Demonstrate knowledge of empirical research design, statistical analysis, and information technology.
- Apply psychological knowledge to cultural or global perspectives.
- Demonstrate critical thinking about how biology, learning and culture influence psychological phenomena.
- Demonstrate a clear understanding and application of the American Psychological Association Ethical Principles of Psychologists and Code of Conduct.

Graduates with a concentration in Sociology from UH West O‘ahu will be able to:

- Write clearly and effectively in ASA style.
- Speak clearly and effectively about sociological topics.
- Demonstrate knowledge of empirical research design and statistical analysis.
- Apply sociological knowledge to the analysis of cultural and global issues and perspectives.
- Demonstrate critical thinking by applying sociological theories to analyze social issues or problems.

### HONOLIULI ARCHAEOLOGY FIELD STUDY

Every other summer, UH West O‘ahu students have the opportunity to participate first-hand in an archeology field study at the Honouliuli Internment and Prisoner of War Camp located in West O‘ahu. The largest and longest lived of the internment sites in Hawai‘i, Honouilululi provides a tangible link to the World War II internment of American citizens and residents, and the effects of martial law. It is one of the best-preserved prisoner of war camps in the nation.

During the field study, students learn the fundamentals of archaeological survey, mapping, excavation, site recording and photography as well as the historical context of the site and its current role in the community. The on-going investigation of Honouliuli integrates archival information, oral history, and archaeology. Students are involved in several phases of research that have practical applications in the future management and interpretation of the site.



The study of the Honouliuli Internment and Prisoner of War Camp is a multidisciplinary effort by UH West O‘ahu Anthropology, Sociology, History, Psychology, English and Early Childhood Education faculty to shed light on the important role of the site in Hawai‘i history.

## 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. SSCI 300 Philosophy of the Social Sciences
  - b. SSCI 210 Statistical Analysis I
  - c. A research methods class as specified by the concentration:
    - Anthropology and Political Science students must take SSCI 317 Fieldwork and Qualitative Methods.
    - Economics and Finance students must take SSCI 410 Statistical Analysis II (recommended); or SSCI 301 Methods and Techniques in Social Science Research.
    - Psychology students must take PSY 212 Survey of Research Methods in Psychology.
    - Applied Track students must take SSCI 301 Methods and Techniques in Social Science Research.
    - Sociology students must take SSCI 301 Methods and Techniques in Social Science Research or PSY 212 Research Methods in Psychology, or SSCI 317 Fieldwork and Qualitative Methods. (Note: SSCI 301 is strongly recommended for students concentrating in Sociology.)
    - Early Childhood Education students must take SSCI 301 Methods and Techniques in Social Science Research or SSCI 317 Fieldwork and Qualitative Methods.
2. A total of 33-36 credits distributed as follows: 24-27 credits in one Social Science concentration (Anthropology, Early Childhood Education, Economics and Finance, 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). Students in the Applied Track distance learning program (BA in Social Sciences or BASS) must complete 27 credits within the three Study Theme areas (see program description on page 65), as well as SSCI 490 Social Sciences Practicum in lieu of SSCI 486 Senior Project.
3. ENG 200 Composition II with a grade of C- or better.
4. MATH 103 College Algebra.

## SOCIAL SCIENCES CONCENTRATIONS

### 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 a concentration in Anthropology, 48 credits are required, including the following courses:

1. ENG 200 Composition II
2. MATH 103 College Algebra
3. SSCI 210 Statistical Analysis I
4. SSCI 300 Philosophy of the Social Sciences
5. SSCI 317 Fieldwork and Qualitative Methods
6. SSCI 486A Senior Project or SSCI 490A Social Sciences Practicum
7. ANTH 490 History and Theory of Anthropology
8. Two courses from each of the following clusters (a maximum of one lower division course may be counted toward each cluster):
  - a. Culture and Language Cluster:
    - ANTH 152 Culture and Humanity
    - ANTH 313 Culture through Film
    - ANTH 350 Pacific Islands Cultures
    - ANTH 351 Culture, Thought, and Behavior
    - ANTH 358 Myth, Symbol, and Ritual
    - ANTH 383 Museum Studies
    - ANTH 420 Culture and Communication
    - ANTH 423 Social and Cultural Change
    - ANTH 447 Polynesian Cultures
    - ANTH 448 Micronesian Cultures
    - ANTH 487 Philippine Culture
  - b. Archaeology Cluster:
    - ANTH 151 Emerging Humanity
    - ANTH 181 Archeological Field Techniques-Historic Archaeology
    - ANTH 210 Archaeology
    - ANTH 321 World Archaeology
    - ANTH 381 Archeological Field Techniques-Historic Archaeology
    - ANTH 483 Archaeology of Hawai’i
  - c. Physical Anthropology Cluster:
    - ANTH 215/L Physical Anthropology and Lab
    - ANTH 310 Human Origins
    - ANTH 384 Human Skeletal Biology
    - ANTH 415 Human Ecological Adaptation
    - ANTH 458 Forensic Investigations
    - ANTH 460 Advanced Techniques in Applied Forensic Anthropology

## SOCIAL SCIENCES CONCENTRATIONS (continued)

Students planning to go on to graduate studies or a career in Anthropology should take additional courses from the above clusters. Courses selected should reflect the student's future educational and/or career goals. In addition, ANTH 420 Culture and Communication is often required for admission to graduate school in Anthropology and is highly recommended.

9. 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 151 Emerging Humanity
- ANTH 152 Culture and Humanity
- ANTH 210 Archaeology
- ANTH 215/L Physical Anthropology and Lab
- ANTH 181 Archaeological Field Techniques-Historic Archaeology
- ANTH 296 Selected Topics (v1-6)
- ANTH 310 Human Origins
- ANTH 313 Culture through Film
- ANTH 321 World Archaeology
- ANTH 342 Indigenous Peoples and Modernity
- ANTH 350 Pacific Islands Cultures
- ANTH 351 Culture, Thought, and Behavior
- ANTH 358 Myth, Symbol, and Ritual
- ANTH 362 Gender, Culture, and Society
- ANTH 380 Field Archaeology: Pre-European Times
- ANTH 381 Archaeological Field Techniques-Historic Archaeology
- ANTH 383 Museum Studies
- ANTH 415 Human Ecological Adaptation
- ANTH 420 Culture and Communication
- 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 457 Okinawans Locally & Globally
- ANTH 459 Forensic Investigations
- ANTH 460 Advanced Techniques in Forensic Anthropology
- 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
- ANTH 499 Directed Reading and Research

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

### EARLY CHILDHOOD EDUCATION (ECED)

The field of Early Childhood Education encompasses 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 care.

Teaching young children is a dynamic process, an art that requires nurturing, reflection, and imagination. Utilizing current research, culturally sensitive practices, and the child at the center of learning and teaching, our aim is for our students to become intelligent early childhood educators. Our goal is to inspire teachers to become agents of change, who question assumptions and promote equality. Part of this process is that our students engage in learning as intellectuals, connecting theory and practice while applying development in cultural context. Our program emphasizes collaboration between home and school as well as understanding the power of relationship between child and teacher, child and child, and child and parent. Children also have learning relationships with their environment, local community, and the global world. Our students participate in action research, examining their own practice through the lens of a practicum experience, and critically analyzing how to enact positive change as they continue to construct and develop as teachers and learners.

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 the University of Hawai'i-Maui Community College. An articulation agreement has been developed to facilitate the transfer of students from the UH 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 an Academic Advisor prior to beginning their program.

Core Course Work: The following set of core Early Childhood Education course work or equivalent, 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

NOTE: Some ECED courses may require only certain program prerequisites be completed. Please consult with the ECED faculty (Dr. Susan Matoba Adler, email: adlers@hawaii.edu; or Dr. Jeanne Iorio, email: iorio@hawaii.edu) for specific prerequisites for each course.

## SOCIAL SCIENCES CONCENTRATIONS (continued)

For students with a concentration in Early Childhood Education, 48 credits are required including the following courses:

1. ENG 200 Composition II
2. MATH 103 College Algebra
3. SSCI 210 Statistical Analysis I
4. SSCI 300 Philosophy of the Social Sciences
5. SSCI 301 Methods and Techniques in Social Science Research or SSCI 317 Fieldwork in Qualitative Methods
6. SSCI 490C Social Sciences Practicum (6)
7. Concentration course work (18 credits):
  - 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
8. Complementary Area: Nine credits in one additional Social Science concentration area.

### ECONOMICS AND FINANCE (ECFI)

Students in Economics and Finance choose either the Economics Track or Finance Track.

**Economics Track:** 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 Hawai'i's economy, to a course in money and banking, to one on environmental issues. The student graduating with a concentration in Economics and Finance with an Economics Track 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.

**Finance Track:** Finance is concerned with planning, management and control of financial resources. The Finance Track is designed to help students develop analytical skills to achieve financial goals at the personal and corporate levels. Students will obtain a solid foundation in financial theory and its application. The ability to construct financial decision models and evaluate alternative financing decisions is emphasized.

Students who choose the Finance Track may choose to go to graduate school for an advanced degree in Finance or enter the work force at

an entry level position which is ideal for a student with a background in Finance: financial advisor, financial analyst, junior analyst, credit analyst, loan officer, securities analyst, back-office support, securities broker, etc.

For students with a concentration in Economics and Finance, 51-54 credits are required including the following courses:

1. ECON 130 Principles of Microeconomics  
It is strongly recommended that ECON 130 Principles of Microeconomics be taken before ECON 131 Principles of Macroeconomics.
2. ECON 131 Principles of Macroeconomics
3. ENG 200 Composition II
4. MATH 103 College Algebra
5. SSCI 210 Statistical Analysis I
6. SSCI 300 Philosophy of the Social Sciences
7. SSCI 410 Statistical Analysis II (recommended); OR SSCI 301 Methods and Techniques in Social Science Research
8. Complementary Area: Nine credits in one additional Social Science concentration area.
9. Concentration: 18-21 credits in one track, as follows:

**Economics Track:** Eighteen credits including the following:

- ECON 300 Intermediate Macroeconomic Theory
  - ECON 301 Intermediate Microeconomic Theory or
  - ECON 302 Managerial Economics
- And twelve credits from the following list:
- ECON 311 Hawai'i's Economy
  - ECON 321 Business Finance
  - ECON 325 Philosophy of Economics
  - ECON 340 Money and Banking
  - ECON 342 History of Economic Thought
  - ECON 358 Environmental Economics
  - ECON 396 Contemporary Economic Issues
  - ECON 410 Economic Development
  - ECON 432 Forecasting and Risk Management
  - ECON 461 International Trade and Finance
  - ECON 495 Urban Economics
  - ECON 496 Selected Topics in Economics
  - ECON 499 Directed Reading and Research

**Finance Track:** Twenty one credits including the following:

- ECON 300 Intermediate Macroeconomic Theory; or
  - ECON 301 Intermediate Microeconomic Theory; or
  - ECON 302 Managerial Economics
  - ACC 201 Introduction to Financial Accounting
  - ACC 202 Introduction to Managerial Accounting
- Twelve credits from the following list (at least 3 credits FIN):
- BUSA 324 Business Law
  - BUSA 326 Investments
  - BUSA 427 Topics and Cases in Business Finance
  - ECON 321 Business Finance
  - ECON 322 Money and Capital Markets
  - ECON 340 Money and Banking

**SOCIAL SCIENCES CONCENTRATIONS (continued)**

- ECON 461 International Trade and Finance  
 ECON 496 Selected Topics in Economics  
 FIN 301 Personal Finance  
 FIN 307 Corporate Finance  
 FIN 412 Futures and Options  
 FIN 496 Selected Topics in Finance  
 FIN 499 Directed Reading and Research
10. Capstone course: Economics Track:  
     Economics Track: SSCI 486E Senior Project; or  
                             SSCI 490E Social Sciences Practicum-ECON  
     Finance Track: SSCI 490N Social Sciences Practicum-FIN

**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 to live the Socratic quest for the "Good Life". Any particular way of life is studied in its totality: what it is, what it was, and what it could and should be. A political approach to any issue generally begins with an awareness of this larger context and how the most pressing problems of the age impact the perspective of the searching individual. The struggle 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 and seeing relationships. 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, 45 credits are required, including the following courses:

1. ENG 200 Composition II
2. MATH 103 College Algebra
3. POLS 302 Political Philosophy
4. POLS 330 American Politics (or equivalent lower division course)
5. SSCI 210 Statistical Analysis I
6. SSCI 300 Philosophy of the Social Sciences
7. SSCI 317 Fieldwork and Qualitative Methods
8. SSCI 486L Senior Project or SSCI 490L Social Sciences Practicum
9. Twelve credits of 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.  
     POLS 110 Introduction to Political Science  
     POLS 130 Introduction to American Politics  
     POLS 308 Science and the Modern Prospect  
     POLS 316 Constitutional Law  
     POLS 320 Global Issues

- POLS 326 Environmental Politics
  - POLS 335 Politics of Food
  - POLS 339 Feminist Theory
  - 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 430 Politics and Film
  - POLS 450 Pacific Asian Politics
  - POLS 496 Selected Topics in Political Science (v)
  - POLS 499 Directed Reading and Research (v)
- NOTE: Students are strongly recommended to take POLS 110, POLS 130, POLS 320, POLS 326, POLS 381.

10. 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 is designed to provide a well rounded baccalaureate level education in psychology and exposure to a second social science discipline. Students in the psychology concentration will be exposed to course offerings in psychology sub-disciplines that include developmental psychology, social psychology, experimental psychology, and clinical and applied psychology. Course offerings stress the development of critical thinking, written and oral communication skills. Students are prepared for graduate study, or pursuing relevant careers upon graduation.

Course work may be used only once to fulfill lower division, cluster, concentration and elective requirements. Students with a concentration in Psychology are required to take 51 credits, including:

1. ENG 200 Composition II
2. MATH 103 College Algebra
3. PSY 100 Survey of Psychology
4. PSY 212 Survey of Research Methods
5. SSCI 210 Statistical Analysis I
6. SSCI 300 Philosophy of the Social Sciences
7. PSY 402 History and Systems of Psychology
8. SSCI 486P Senior Project
9. Students with a concentration in Psychology are required to take 18 additional psychology credits, including 6 credits from the following list of lower division content courses:
  - a) PSY 231 Physiological Psychology
  - b) PSY 240 Developmental Psychology
  - c) PSY 250 Social Psychology
  - d) PSY 260 Psychology of Personality
10. In addition to the lower division content course requirement (see item 9) students must take 3 credits from each of the following four course clusters (12 credits total):
  - a. Human Development  
     PSY 340 Childhood and Adolescence

**SOCIAL SCIENCES CONCENTRATIONS (conitnued)**

PSY 342 Educational Psychology

PSY 442 Child Psychopathology

b. Social Psychology

PSY 351 Culture, Thought, and Behavior

PSY 352 Varieties of Sexual Expression

PSY 404 Social Correlates of Psychoactive Drug Use

PSY 450 Small Groups

c. Experimental Psychology

PSY 322 Learning, Motivation, & Behavior Modification

PSY 323 Comparative Animal Psychology

PSY 324 Psychology of Emotion

PSY 325 Cognitive Psychology

PSY 405 Biological Correlates of Psychoactive Drug Use

PSY 429 Seminar in Experimental Psychology

d. Clinical and Applied Psychology

PSY 371 Abnormal Psychology

PSY 372 Systems of Psychotherapy

PSY 373 Counseling Skills

PSY 406 Assessment and Treatment of Substance Abuse and Addiction

PSY 408 Group Interventions in Substance Abuse and Addiction

PSY 412 Psychological Testing

PSY 473 Psychology of Healing

PSY 474 Culture and Mental Illness

11. 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.

PSY 231 Physiological Psychology

PSY 240 Developmental Psychology

PSY 250 Social Psychology

PSY 260 Psychology of Personality

PSY 322 Learning, Motivation, and Behavior Modification

PSY 323 Comparative Animal Psychology

PSY 324 Psychology of Emotion

PSY 325 Cognitive Psychology

PSY 340 Childhood and Adolescence

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 403 Causation and Prevention of Substance Abuse and Addiction

PSY 404 Social Correlates of Psychoactive Drug Use

PSY 405 Biological Correlates of Psychoactive Drug Use

PSY 406 Assessment and Treatment of Substance Abuse and Addiction

PSY 407(alpha) Practicum in Psychology (v)

PSY 407B Psych 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 Child Psychopathology

PSY 450 Small Groups

PSY 473 Psychology of Healing

PSY 474 Culture and Mental Illness

PSY 496 Selected Topics in Psychology (v)

PSY 499 Directed Reading and Research (v)

12. Complementary Area: Nine credits in one additional Social Science 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 related fields (e.g., social work, teaching), or choose from many possible careers.

For students with a concentration in Sociology, 45 credits are required, including:

1. ENG 200 Composition II
2. MATH 103 College Algebra
3. SSCI 210 Statistical Analysis I
4. SSCI 300 Philosophy of the Social Sciences
5. SSCI 301 Methods and Techniques in Social Science Research (recommended) or PSY 212 Research Methods in Psychology or SSCI 317 Fieldwork and Qualitative Methods
6. SOC 470 Sociological Theory
7. SSCI 486S Senior Project or SSCI 490S Social Sciences Practicum (IMPORTANT: Students with a concentration in Sociology must complete SSCI 210 Statistical Analysis I and SSCI 301 Methods and Techniques in Social Science Research or PSY 212 Research Methods in Psychology or SSCI 317 Fieldwork and Qualitative Methods before they will receive consent of the instructor to enroll in SSCI 486S or SSCI 490S. It is also strongly recommended that students complete SOC 470 Sociological Theory prior to enrollment in SSCI 486S Senior Project or SSCI 490S Social Sciences Practicum.)
8. Fifteen credits of 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.



## SOCIAL SCIENCES CONCENTRATIONS (continued)

- SOC 100 Survey of General Sociology
  - 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 457 Okinawans Locally & Globally
  - SOC 496 Selected Topics in Sociology (v)
  - SOC 499 Directed Reading and Research (v)
9. Complementary Area: Nine credits in one additional Social Sciences concentration area.

## SOCIAL SCIENCES CERTIFICATES

### 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 program is a collaboration between Leeward Community College and the UH 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 admission, please contact the Office of Admissions at (808) 689-2900.

Dr. Suzanne Falgout, Professor of Anthropology, is the faculty contact for this program and can be contacted at [falgout@hawaii.edu](mailto:falgout@hawaii.edu) or (808) 689-2367 for information and advising.

UH West O'ahu course work - 22 credits from UH West O'ahu are required, including a practicum at a relevant agency:

- ANTH 381 Archaeological Field Techniques – Historic Archaeology or ANTH 181 Archaeological Field Techniques - Historic Archaeology
- ANTH 384 Human Skeletal Biology (4)
- ANTH 415 Human Ecological Adaptation
- ANTH 458 Forensic Investigations
- ANTH 460 Advanced Techniques in Forensic Anthropology
- PUBA 309 Criminal Law and Procedures
- SSCI 490F Practicum or PUBA 490 Practicum

Leeward Community College course work - 7-8 lower division credits are required (BIOL 171 + L strongly recommended):

- ANTH 215/L Physical Anthropology + Lab
- BIOL 100 Human Biology OR
- BIOL 101 Biology for Non-Majors OR
- BIOL 171/L Introduction to Biology + Lab

Other courses are recommended: PHYL 240 and 241 Human Anatomy and Physiology, ANTH 383 Museum Studies, SSCI 210 Statistical Analysis I, SSCI 317 Fieldwork and Qualitative Methods, PUBA 410 Issues in Criminal Investigation.

### 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. 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 course work). State certifica-

## SOCIAL SCIENCES CERTIFICATES (continued)

tion 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](http://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

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 Psychoactive Drug Use or PSY 408 Group Interventions in Substance Abuse and Addiction
- PSY 405 Biological Correlates of Psychoactive Drug Use
- PSY 406 Assessment and Treatment of Substance Abuse and Addiction
- PSY 407B Psychology Practicum: Interventions Related to Substance Use (v)

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 [kanoa@hawaii.edu](mailto:kanoa@hawaii.edu).

### Certificate in Interdisciplinary Environmental Studies

This certificate 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 UHWO as well as by UH Community Colleges. The upper-division specialized environment-related courses are offered in a variety of academic fields and formats, including online, by UH West O'ahu.

Pre- or Co-requisites:

- ENG 100 Composition I
- MATH 103 College Algebra (or 135 higher MATH)

Science Courses: Three environmentally relevant science courses (may be upper or lower division), at least two with a lab or field components, such as:

- BIOL 101 Biology and Society and  
BIOL 101L Biology and Society Lab
- BIOL 123 Hawaiian Environmental Biology and  
BIOL 123L Hawaiian Environmental Biology Lab
- BIOL 200 Coral Reefs
- CHEM 100 Chemistry and Society and  
CHEM 100L Chemistry and Society Lab
- OCN 201 Science of the Sea
- ZOOL 200 Marine Biology

Upper-Division environmental course work: Nine credits from the following list; at least 6 credits must be outside of the student's area of concentration:

- ANTH 415 Human Ecological Adaptation
- ANTH/HPST 380 Field Archaeology
- ECON 358 Environmental Economics
- GEOG/HPST 365 Geography of the Pacific
- HPST/HUM 304 Hawaiian-Pacific Traditions
- HPST/HIST 471 Polynesia Before European Contact
- ANTH/HPST/HIST 483 Archaeology of Hawai'i
- PHIL 482 Environmental Ethics
- POLS 326 Environmental Politics
- POLS 335 Politics of Food
- POLS 371 Global Futures
- PUBA 460 Environmental Policy Planning & Administration

Notes: ECON 358 has a prerequisite of ECON 131 Principles of Microeconomics. Faculty advisors Dr. Fenny Cox (email: [fcox@hawaii.edu](mailto:fcox@hawaii.edu); phone: 689-2360) or Dr. Joseph Bariyanga (email: [bariyang@hawaii.edu](mailto:bariyang@hawaii.edu); phone: 689-2359) may approve other courses.

# Other Programs

## BACHELOR OF APPLIED SCIENCE

The Bachelor of Applied Science provides an academic pathway for students in selected Associate of Science programs at the community colleges. The BAS requirements (1) assure advanced skills in critical thinking, problem solving, and research, (2) assure proficiency in communication and professionalism, and (3) support the institutional learning outcomes. Within each concentration under the BAS degree, courses are selected to assure students have the knowledge and analytical skills necessary for advancement within the specific field, and to assure students have flexibility in choosing future career paths.

Students should see an Academic Advisor as soon as possible in their college careers, for options on appropriate and transferable lower division credits.

## LEARNING OUTCOMES

To assure educational quality and curricular coherence, UH West O'ahu has identified learning outcomes appropriate for Applied Science students. Students at UH West O'ahu are expected to apply certain knowledge and skills towards mastering material in an academic major and concentration. These skills are listed in a set of Applied Science Learning Outcomes.

### Bachelor of Applied Science Student Learning Outcomes (SLO's):

- Write clearly and effectively using generally accepted scientific style, such as for research papers and lab reports.
- Report orally on scientific subjects, using clear and objective style and well-reasoned sequences of information.
- Analyze scientific results, using quantitative and qualitative techniques
- Demonstrate understanding of the ethical issues relevant to managers and practitioners in applied sciences and administrative fields.

## Bachelor of Applied Science Core (18 CREDITS)

1. ENG 200 Composition II (or equivalent)
2. BUSA/PUBA 330 Computer Skills for Administrators
3. Statistics course  
SSCI 210 Statistical Analysis I, or  
BUSA 320 Statistics for Decision-Making, or  
PUBA 341 Statistics for Decision Making in Public Administration (Students should select the statistics course that best fits their career plans)
4. SSCI 301 Methods and Techniques in Social Science Research
5. BUSA/PHIL/PUBA 481 Ethics and Administration
6. Capstone course:  
APSC 486 Senior Project or  
APSC 490 Senior Practicum

## APPLIED SCIENCE CONCENTRATIONS

### RESPIRATORY CARE (RESP)

The concentration in respiratory care (RESP) offers working professionals who have earned the Associate in Science (A.S.) degree in respiratory care at Kapi'olani Community College (KCC) the opportunity to earn a baccalaureate degree and to continue for advanced education in respiratory care. The additional requirements in the liberal arts and sciences will contribute to increasing academic skills development, advancing knowledge, attaining career goals, and meeting the needs of the health care community in the areas of leadership, clinical practice, research and education.

Upon successful completion of the BAS- RESP the student will be able to:

- Demonstrate clinical ability using respiratory therapy "best practices."
- Articulate the fundamentals of health care administration and policy in the rapidly changing medical system of the US.
- Explore the linkages between health care policy, case management processes, and the practice of respiratory therapy, and examine relevant case management models.
- Understand how research findings are analyzed and used to inform best-practice models in patient management,

including protocols related to particular conditions.

### **Concentration Requirements and Electives in Respiratory Care (34 credits):**

1. Twenty two credits of 300-level courses from Kapi'olani Community College in Respiratory Care including:  
RESP 301 Neonatal/Pediatric Respiratory Care (3)  
RESP 302 Clinical Practice IV (4)  
RESP 312 Clinical Practice V (4)  
RESP 316 Cardiopulmonary Diagnostics (3)  
RESP 320 Respiratory Care Seminar I (4)  
RESP 322 Clinical Practice VI (4)
2. PUBA 301 Health Care Administration
3. PUBA 302 Health Policy, Politics and the Law
4. RESP 401 Case Mgmt in Cardiopulmonary Care
5. RESP 402 Current Concepts in Cardiopulmonary Care

Dr. Fenny Cox is the faculty contact for this program. For additional information, Dr. Cox may be contacted at [fcox@hawaii.edu](mailto:fcox@hawaii.edu) or by phone at (808) 689-2360.

### **COMPUTING, ELECTRONICS, AND NETWORKING TECHNOLOGY (CENT)**

The concentration in Computing, Electronics, and Networking Technology (CENT) offers a transfer pathway for students in the Associate in Science (A.S.) in CENT Program or the Advanced Professional Certificate (A.P.C.) in CENT at Honolulu Community College or similar programs elsewhere. The BAS-CENT program offers the opportunity to earn a baccalaureate degree and to continue for advanced education in CENT.

Upon successful completion of the BAS-CENT, students will be able to:

- Demonstrate basic skills in Information Technology.
- Demonstrate advanced skills within at least one of the following: Information Networking, System Administration, Database and Web Development.
- Explore the linkages between modern organizational behaviors or issues and the IT environment
- Integrate IT professional skills into IT-specific problem solving and communication.

### **Concentration Requirements and Electives in Computing, Electronics, and Networking Technology (35-36 credits):**

1. 12 credits of 300-level courses from Honolulu Community College in CENT and ISA including:  
CENT 305 Information Systems Security (4 cr)  
CENT 310 Network Security (3 cr)  
CENT 315 Network Management (4 cr)
2. CENT 410 IT Project Management (4 cr)
3. 7-8 credits of CENT electives from the following lists

(from Honolulu Community College):

Information Networking: CENT 231 Data Communications; CENT 235 IP Communications; CENT 240 Computer Networking II; CENT 340 Advanced Routing; CENT 345 Multilayer Switching; CENT 360 Network Security II  
System Administration: CENT 232 PC Desktop and Printer Support; CENT 300 Systems Analysis & Design; CENT 352 UNIX System Administration II; CENT 370 Integrated Network Applications; CENT 372 Network Operating Systems II; CENT 390 Special Topics in CENT; ICS 211 Intro to Computer Science II

4. 12 credits of upper division restricted electives from among the following lists (from UH West O'ahu, at least one from each category)

Management Information Systems: BUSA 332 Contemporary Business Issues; BUSA 345 Management Information Systems Business: BUSA 321 Business Finance; BUSA 324 Business Law Management/Administration: BUSA 435 Strategic Planning; BUSA 462 Disaster Recovery & Business Continuity; PUBA 301 Health Care Administration; PUBA 302 Health Policy, Politics and Law; PUBA 306 Principles of Public Administration; PUBA 310 Research Methods in the Public Sector; PUBA 313 Communication Skills for Administrators; BUSA/PUBA/PSY 480 Organizational Behavior

Dr. David Pai is the faculty contact for this program. For additional information, Dr. Pai may be contacted at [paid@hawaii.edu](mailto:paid@hawaii.edu) or by phone at (808) 689-2333.

### **CULINARY MANAGEMENT (CULM)**

The concentration in Culinary Management (CULM) offers working professionals who have earned the Associate in Science (A.S.) degree in Food Service with specialization in Culinary Arts at Kapi'olani Community College (KCC), or equivalent programs elsewhere, the opportunity to earn a baccalaureate degree and to continue for advanced education in culinary management.

Upon successful completion of BAS-CULM, students will be able to:

- Evaluate current relevant issues in the foodservice industry of Hawai'i that may include sustainability, environmental, political, and/or cultural topics.
- Apply a critical thinking process of identifying, analyzing and developing solutions as they apply to financial and fiscal accountability in the foodservice industry.
- Evaluate organizational development, human resources, laws and legal codes that have been established within the local, state and federal government with specific application to food and beverage industry.

- Explain the process of determining customer needs in marketing to a global market, from concept and product development, pricing strategies, advertising and promotion, and methods of distribution of foodservice goods and services.
- Design and prepare recipes for a menu while balancing nutrition, the use of fresh products, and the final product's texture, color, and flavor.

Value the impact and challenges of managing alcoholic beverage sales and service in food service operations.

### **Concentration Requirements in Culinary Management (33 credits):**

1. 18 credits of 300-level courses from KCC in Culinary Arts (CULN) including:
  - CULN 310 Current Trends in the Culinary Industry
  - CULN 321 Contemporary Cuisines
  - CULN 322 Advanced Asian Cuisines
  - CULN 330 Special Culinary Topics
  - CULN 360 Beverage Service Management
  - CULN 380 Nutritional Cuisines
2. BUSA 304 Consumer Behavior
3. BUSA 324 Business Law
4. MGT 330 Human Resources Management
5. BUSA 386 Global Management and Organizational Behavior
6. BUSA 311 Accounting for Entrepreneurs

Dr. Stefanie Wilson is the faculty contact for this program. For additional information, Dr. Wilson may be contacted at [sdwilson@hawaii.edu](mailto:sdwilson@hawaii.edu) or by phone at (808) 689-2334.

### **INFORMATION SECURITY & ASSURANCE (ISA)**

The concentration in Information Security and Assurance (ISA) offers a transfer pathway for students in the Associate in Science (A.S.) in CENT at Honolulu Community College or similar programs elsewhere. The BAS-ISA program offers the opportunity to earn a baccalaureate degree and to continue for advanced education in Information Security and Assurance.

Upon successful completion of the BAS-IT, students will be able to:

- Demonstrate basic skills in Information Security and Assurance.
- Demonstrate advanced skills within at least one of the following: Network Security, Digital Forensics, Active Information System Security, Secure Software Coding, or Cyber Conflicts.
- Explore the linkages between modern organizational behaviors or issues and Information Security.

### **Concentration Requirements and Electives in Information Security and Assurance:**

1. 9 credits of 300 or higher level courses from Honolulu Community College and/or UH West Oahu including:
  - CENT 310 Network Security (3 cr)

- CENT 410/ITS 410 IT Project Management (3 cr)
  - ISA 400 Management of Information Security (3 cr)
2. 9 credits of ISA electives from the following list:
    - ISA 320 Fundamentals of Secure Software Programming (3 cr)
    - ISA 330 Introduction to Proactive System Security (3 cr)
    - ISA 340 Introduction to Digital Forensics (3 cr)
    - ISA 450 Modern Cyber Conflicts (3 cr)
  3. 9 credits of upper division restricted electives from UHWO:
    - Any 300 or higher level Business Area\* or PUBA courses not used to meet any other requirement
  4. 6 credits of upper division restricted electives:
    - Any 300 or higher level Business Area\*, CENT, ISA, or PUBA courses not used to meet any other requirement
- \* Business Area is meant to reflect any course in core or concentration areas within the BA in Business Administration Programs like ACC, BUSA, FIN, or MGT.
5. Additional courses as needed to complete General Education and Graduation requirements for BAS and UHWO.

Dr. David Pai is the faculty contact for this program. For additional information, Dr. Pai may be contacted at [paid@hawaii.edu](mailto:paid@hawaii.edu) or by phone at (808) 689-2333.

**Dual Concentration (CENT/ISA) Requirements:** In order to obtain a BAS with a dual concentration in CENT and ISA, the student needs to complete the following:

- Meet all course requirements for both degrees
- Complete 2 capstone courses, one for CENT and a separate one for ISA
- Have at least 12 upper division concentration core credits distinct to each concentration (NOTE: 2nd capstone would account for 3 of these 12 credits).

For Example, completion of BAS-CENT (Catalog year 2013-2014) + ACC201 (if have not already completed) + three of the ISA electives + second capstone for ISA would qualify you for the dual concentration (assumes you planned your CENT program to get a dual concentration)

### **INFORMATION TECHNOLOGY (IT)**

The concentration in Information Technology (IT) offers a transfer pathway for students in the Associate in Science (A.S.) in IT Program or the Advanced Professional Certificate (A.P.C.) in IT at Kapi`olani Community College or similar programs elsewhere. The BAS-IT program offers the opportunity to earn a baccalaureate degree and to continue for advanced education in IT.

Upon successful completion of the BAS-IT, students will be able to:

- Demonstrate basic skills in information technology
- Demonstrate advanced skills within one of three areas: management information systems, business, or management and health care administration.
- Explore the linkages between modern organizational behaviors or issues and the IT environment.
- Integrate IT professional skills into IT-specific problem solving and communication.

### Concentration Requirements and Electives in Information Technology:

1. 18 credits of 300-level courses from Kapi'olani Community College in IT, including:
  - ITS 324 PC & Network Security and Safeguards
  - ITS 327 Dynamic Hyper Text Markup Language (DHTML)
  - ITS 328 Advanced Database Programming with VB Net
  - ITS 344 Small Business Server Administration,
  - ITS 347 Active Server pages-Web Development,
  - ITS 381 Topics in Information Technology
2. ITS 410 Project Management, at UHWO
3. 15 credits from a list of restricted electives. It is recommended that the student take at least 3 classes [9 credits] within one area of focus, depending on the student's career plans. It is possible that a few other courses will be approved within these focus areas in the future. Areas of focus include:
  - Management Information Systems: BUSA 332 Contemporary Business Issues; BUSA 345 Management Information Systems; BUSA 324: Business Law [BLAW 200 at KCC would not be upper division, but will be acceptable for this elective requirement.]
  - Business: BUSA 300: Principles of Marketing, BUSA 318: Intermediate Managerial Accounting; BUSA 321 Business Finance; BUSA 324 Business Law. [Note BUSA 318 and 321 require both ACC 201 and 202 as prerequisites.]
  - Management and/or Health Care Administration: BUSA 435 Strategic Planning; BUSA 462 Disaster Recovery & Business Continuity; PUBA 301 Health Care Administration; PUBA 302 Health Policy, Politics and Law; PUBA 306 Principles of Public Administration; BUSA/PUBA 480 Organizational Behavior [PSY 100 prerequisite]
4. Additional courses as needed to complete General Education and Graduation requirements for BAS and UHWO.

Dr. David Pai is the faculty contact for this program. For additional information, Dr. Pai may be contacted at [paid@hawaii.edu](mailto:paid@hawaii.edu)

or by phone at (808) 689-2333.

### DISTANCE 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, UH West O'ahu offers a Distance Learning Program that consists of online courses, classes delivered through Interactive Television (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.

UH West O'ahu offers three Bachelor of Arts degrees and three certificate programs through distance learning:

1. BA in Business Administration, Concentrations: General Business Administration, Accounting, or Marketing
2. BA in Social Sciences, Concentrations: Applied Track, Political Science, or Early Childhood Education
3. BA in Public Administration, Concentrations: General Public Administration, Disaster Preparedness and Emergency Management, Health Care Administration, Justice Administration
4. Certificate in Substance Abuse and Addictions Studies (CSAAS)
5. Certificate in Health Care Administration (HCAD)
6. Certificate in Disaster Preparedness and Emergency Management (DPEM)

The baccalaureate programs delivered through Distance Learning have been established as transfer programs for students who have completed the first two years of course work (freshman and sophomore) from a neighbor island community college in the UH system. Admission and graduation requirements for students engaged in Distance 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 Academic Advisors in-person, by phone, or through email. Registration is completed online through MyUH at: [myuh.hawaii.edu](http://myuh.hawaii.edu). Students may contact faculty and staff at UH West O'ahu during normal business hours by calling the toll free number at (866) 299-8656.

The UH West O'ahu No'eau Center for Writing, Math and Academic Success offers online tutoring in writing and some statistics. Links to online academic skills workshops are available, as well as publications on a variety of writing matters. Refer to their website at [www.uhwo.hawaii.edu/wlcenter](http://www.uhwo.hawaii.edu/wlcenter).

Students engaged in research may access online databases from the UH West O'ahu Library at <http://www2.hawaii.edu/~uhwolib/>

Students taking courses from UH West O'ahu may purchase

textbooks online through the Leeward Community College Bookstore ([www.bookstore.hawaii.edu](http://www.bookstore.hawaii.edu); click on "Textbooks"). Books for courses offered by other campuses need to be purchased through the bookstore for that campus.

Student tutorials on computer requirements for UH West O'ahu online and hybrid courses as well as how to use basic tools in Laulima are available at [uhwo.hawaii.edu/dltutorials](http://uhwo.hawaii.edu/dltutorials). Information Technology Services (ITS) also provides information for students using Laulima at [www.hawaii.edu/talent/laulima\\_students.htm](http://www.hawaii.edu/talent/laulima_students.htm)

Additional information about the UH West O'ahu Distance Learning programs, are available online at [www.uhwo.hawaii.edu/dl](http://www.uhwo.hawaii.edu/dl).

### **BACHELOR OF ARTS IN BUSINESS ADMINISTRATION**

The Bachelor of Arts in Business Administration (BABA) with a concentration in General Business Administration (BUSA), Accounting (ACC), or Marketing (MKT) 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.

### **BACHELOR OF ARTS IN PUBLIC ADMINISTRATION**

The Bachelor of Arts in Public Administration (BAPA) with concentrations in General Public Administration (PUBG), Disaster Preparedness and Emergency Management (DPEM), Health Care Administration (HCAD), and Justice Administration (JAD) is a distance learning program which is offered to students through the online (internet-based) modality. This degree may be completed on a part-time or full-time basis. It prepares students for supervisory, management, and leadership roles.

### **BACHELOR OF ARTS IN SOCIAL SCIENCES Applied Track (BASS)**

The Bachelor of Arts in Social Sciences - Applied Track (BASS) degree is a distance 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 O'ahu'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 certificate in Substance Abuse and Addictions Studies (SAAS). Enrollment priority into BASS courses will be given to Social Sciences students on the islands of Kaua'i, Lana'i, Maui, Moloka'i, and Hawai'i.

### **PROGRAM REQUIREMENTS**

Students pursuing the BASS degree must complete all University, general education, focus and writing competency requirements.

- ENG 200 Composition II (or equivalent)
- MATH 103 College Algebra
- 9 credits of core course work:
  - a. SSCI 300 Philosophy of the Social Sciences
  - b. SSCI 301 Methods and Techniques in Social Science Research
  - c. SSCI 210 Statistical Analysis I
- SSCI 490 Social Sciences Practicum

Completion of 27 semester credits in courses organized around three study themes. Students will select nine credits in each of the three study themes.

Three classes of upper division writing-intensive (WI) course work, including SSCI 490 Social Science Practicum. Two classes of upper division WI course work must come from classes 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 260 Psychology of Personality
- 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 Psychoactive Drug Use
- PSY 405 Biological Correlates of Psychoactive Drug Use
- PSY 406 Assessment and Treatment of Substance Abuse and Addiction
- PSY 407B Practicum in Psychology: Intervention Related to Substance Abuse

## 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 Cultures
- ANTH 358 Myth, Symbol, and Ritual
- ANTH 383 Museum Studies
- 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
- SOC 362 Gender, Culture, and Society

**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 311 Hawai'i's Economy
- 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
- 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 (ECED) is a distance 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. 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 course work. 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 (A.S.) degree programs in Early Childhood Education from Hawai'i Community College, Honolulu Community College, Kaua'i Community College, and the University of Hawai'i Maui College. An articulation agreement has been developed to facilitate the transfer of students from the UH 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 an Academic Advisor prior to beginning their program. See program requirements on page 73.

### Political Science (POLS)

The Bachelor of Arts in Social Sciences with a concentration in Political Science is offered in both distance and in-person modalities.

### 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 require-



ments may also be satisfied with other social science course work). 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](http://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.

Mr. Kanoa Meriwether is the faculty contact for this program. For more information, Mr. Meriwether may be contacted by email at [kanoa@hawaii.edu](mailto: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.

Dr. Ross Prizzia and Dr. Gary Helfand are the faculty contacts for this certificate. Dr. Prizzia may be reached at [rprizzia@hawaii.edu](mailto:rprizzia@hawaii.edu) or at (808) 689-2365 and Dr. Helfand may be reached at [helfand@hawaii.edu](mailto:helfand@hawaii.edu) or at (808) 689-2363. See program requirements on page 66.

### **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.

Dr. Kristina Guo is Director for this certificate. Dr. Guo can be contacted at [kguo@hawaii.edu](mailto:kguo@hawaii.edu) or at (808) 689-2361. See program requirements on pg. 66.

### **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 UH West O'ahu does not offer either program, students may register in Aerospace Studies and Military Science courses at UH West O'ahu and attend classes at UH Manoa. 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 UH Mānoa's Aerospace Studies department at (808) 956-7734 or the UHM Military Science department at (808) 956-7744, or at: [www.goarmy.com](http://www.goarmy.com).

See Course Descriptions for a listing of courses.

# Center For Labor Education & 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 UH 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 in the UH West O‘ahu Library, CLEAR maintains a research collection and archive of labor history and law, a labor research web site with an online newsletter, and publishes a variety of books and handbooks, including a guide to Hawai‘i Labor History, and produces the televised documentaries in its Rice & Roses series.

The Center’s non-credit programs feature classes on Labor History, Workers’ Compensation, Grievance Handling, Labor Law, Collective Bargaining, Preventing Employment Discrimination, Conflict Resolution, Parliamentary Procedure, 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 Hawai‘i’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.

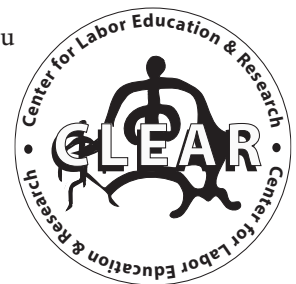
## CLEAR LEARNING OUTCOMES

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  
91-1001 Farrington Highway  
Kapolei, HI 96707

Phone: (808) 689-2760  
FAX: (808) 689-2761  
Email: [clear@hawaii.edu](mailto:clear@hawaii.edu)  
Website: [clear.uhwo.hawaii.edu](http://clear.uhwo.hawaii.edu)



# Course Descriptions

This course listing describes the courses in the disciplines. Please note that this listing may change depending on changes instituted by these areas. Each semester, the classes that are available for that particular semester may be found at [www.uhwo.hawaii.edu/schedule](http://www.uhwo.hawaii.edu/schedule).

Updates to the Course Descriptions may also be found at [www.uhwo.hawaii.edu/catalog](http://www.uhwo.hawaii.edu/catalog).

For General Education requirements or Major requirements, please see the appropriate sections of the catalog.

Writing Intensive Requirement: All baccalaureate degree programs require three classes of upper division Writing Intensive (WI) course work.

All classes are offered for letter grade (A-F) unless otherwise noted. See grade coding in the Academic Records section.

## COURSE NUMBERING SYSTEM

100-299	Lower division course work
300-499	Upper division course work

### Special Numbers

-99	Directed Reading/Research
-96	Special Topics in Area (experimental courses not listed in the Catalog)

*Note: 100-200 level courses are lower division; 300-400 level are upper division.*

## ABBREVIATION KEY

<b>Coreq</b>	Corequisite: indicates classes that must be taken in conjunction with another class or classes.
<b>Pre</b>	Prerequisite: indicates classes necessary to register for this course; may include courses, class standing, or instructor approval. Some prerequisites may be taken concurrently.
<b>WI:</b>	Writing Intensive (Note: all WI sections of a course have the following prerequisite: Completion of or current enrollment in ENG 200.)
<b>(v)</b>	Variable Credit

## GENERAL EDUCATION DESIGNATIONS

### FOUNDATIONS

FGA	Global & Multicultural Perspectives; Group A (ex., ANTH 151, HIST 151, ENG 253)
FGB	Global & Multicultural Perspectives; Group B (ex., ANTH 152, GEOG 102, HIST 152)
FGC	Global & Multicultural Perspectives; Group C (Currently no offerings at UHWO)
FS	Foundations Symbolic Reasoning (ex., MATH 100, MATH 103, MATH 112, MATH 135, or higher MATH)
FW	Foundations Written Communication (ex., ENG 100)

### DIVERSIFICATIONS

DA	Diversification Arts
DB	Diversification Biological Science
DH	Diversification Humanities
DL	Diversification Literatures
DP	Diversification Physical Science
DS	Diversification Social Science
DY	Diversification Science Laboratory

### FOCUS

HAP	Hawaiian, Asian, and Pacific Issues
OC	Oral Communication
ETH	Contemporary Ethical Issues
WI	Writing Intensive

For updated course descriptions, please go to [www.uhwo.hawaii.edu/catalog](http://www.uhwo.hawaii.edu/catalog)

## ACCOUNTING

### ACC 201 Introduction to Financial Accounting (3)

Pre: Placement into ENG 100 or equivalent.

An introduction to accounting principles and practices used to record and communicate financial information. Analyze methods for valuing assets, liabilities, and equity of an organization.

### ACC 202 Introduction to Managerial Accounting (3)

Pre: ACC 201 with C- or better.

An introduction to managerial accounting methods for evaluating performance including cost accounting, budgeting, break-even analysis, ration analysis, standard cost systems, and reporting for internal decision making.

### ACC -96 Selected Topics (v 1-6)

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

### ACC -99 Directed Reading and Research (v)

Pre: Instructor approval.

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

## AEROSPACE STUDIES

Note: ROTC courses are held at the University of Hawai'i at Manoa campus.

### AS 100 Air Force Fitness Course (1)

A military fitness program that will challenge all students to meet their maximum fitness levels through a variety of exercises and fitness tests. Open to all students. Repeatable.

### AS 101 Foundations of US Air Force (1)

Study of the total force structure, strategic offensive and defensive, general purpose, and aerospace support forces of the Air Force in the contemporary world.

### AS 101 L Initial Military Training I (1)

Laboratory consists of activities that focus and promote the Air Force way of life. Instruction will include leadership and followership development, teamwork, physical fitness training, and activities to build camaraderie and esprit de corps. Course is open to all majors.

### AS 102 Foundations of US Air Force (1)

Continuation of AS 101.

### AS 102L Initial Military Training II (1)

Laboratory consists of activities that focus and promote the Air Force way of life. Instruction will include leadership and followership development, teamwork, physical fitness training, and activities to build camaraderie and esprit de corps. Course is open to all

majors. Cr/NC only.

### AS 201 Evolution of USAF Air and Space Power (2)

Study of Air Force heritage, Quality Air Force principles, ethics, and an introduction to leadership and group leadership problems. Application of written and verbal communication skills is included.

### AS 201L Field Training Preparation I (1)

Laboratory consists of preparing second-year AFROTC cadets with the skills needed to successfully complete AFROTC Field Training (courses 304 and 306). Students will learn basic military skills, Field Training skills and participate in physical fitness training.

### AS 202 Evolution of USAF Air and Space Power (2)

Continuation of 201.

### AS 202L Field Training Preparation II (1)

Laboratory consists of preparing second-year AFROTC cadets with the skills needed to successfully complete AFROTC Field Training (courses 304 and 306). Students will learn basic military skills, Field Training skills and participate in physical fitness training.

### AS 251L Leadership Laboratory (1)

Laboratory course on the basic skills of leadership and followership. Lab includes application of leadership/followership skills, various field trips to military installations, group projects, and physical training. Repeatable one time.

### AS 304 AFROTC Four-Week Field Training (4)

Pre: AS 101, 102, 201, 202, enrolled in AFROTC

Four-week field experience and training at selected Air Force bases on the mainland. Required of AFROTC students for Air Force commission.

### AS 306 AFROTC Six-Week Field Training (6)

Pre: enrolled in AFROTC

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

### 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 351L Intermediate Cadet Leader I (1)

Laboratory consists of demonstration of leadership and management skills needed to successfully function as an Air Force officer. Instruction will include lessons covering planning, organizational and communication skills, and the ability to use available resources to complete an assigned task.

**AS 352 Air Force Leadership Studies (3)**

Continuation of AS 351.

**AS 352L Intermediate Cadet Leader II (1)**

Laboratory consists of demonstration of leadership and management skills needed to successfully function as an Air Force officer. Instruction will include lessons covering planning, organizational and communication skills, and the ability to use available resources to complete an assigned task.

**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 401L Senior Cadet Leader I (1)**

Laboratory consists of providing prospective Air Force officers opportunities to continue to develop leadership, managerial, and supervisory skills. Instruction will include preparation for active duty.

**AS 402 National Security Affairs (3)**

Continuation of AS 401.

**AS 402L Senior Cadet Leader II (1)**

Laboratory consists of providing prospective Air Force officers opportunities to continue to develop leadership, managerial, and supervisory skills. Instruction will include preparation for active duty.

**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. (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. (FGB)

**ANTH 181 Archaeological Field Techniques-Historic Archaeology (3)**

This introductory-level class features a multi-disciplinary approach to investigating and interpreting historic archaeological sites, focusing on sites dating from the late 19th century to the present. It includes fieldtrips; guest lectures; field and artifact photography; application of historic archival and photographic materials; training in the use of GPS, instrument mapping, metal detecting, and some excavating; and historic sites recording and historic preservation.

**ANTH 210 Archaeology (3)**

Archaeology is the study of past cultures and societies through their material remains. This course explores different types of archaeology and examines theory, methods, and techniques for investigating, reconstructing, interpreting, preserving, and learning from the past. It will review human cultural chronology from the time of the first people, during the earliest Paleolithic ages, to the present. It will examine the artifacts and also the important economic, social, and even ideological elements of ancient cultures--such as those on the origins of food production, hierarchy, and civilization.

**ANTH 215 Physical Anthropology (3)**

Coreq: ANTH 215L.

Physical anthropology is a biological science which focuses on adaptations, variability, and the evolution of humans and their nearest relatives, living and fossil. This course serves as an introduction to the field. The areas to be covered include the principles of evolution, biological basis of life, Mendelian and population genetics, human diversity, human (climatic) adaptability, growth and nutrition, biological classification, the biology and behavior of non-human primates (primatology), and the study of primate and human fossils (paleoanthropology).

**ANTH 215L Physical Anthropology Lab (1)**

Coreq: ANTH 215.

This course serves as the laboratory study of human and population genetics, human variability, primatology, human osteology, and human and primate paleontology.

**ANTH 310 Human Origins (3)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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 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)**

Pre: ENG 100.

Investigates the fantasy and reality of the cultures of Polynesia, Micronesia, and Melanesia. It 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.

**ANTH 351 Culture, Thought, and Behavior (3)**

Pre: ENG 100.

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 358 Myth, Symbol, and Ritual (3)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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 Field Archaeology: Pre-European Times (3)**

Students will learn the techniques of archaeological fieldwork with a focus on the archeology of pre-European and early post-European contact times in the Hawaiian Islands and the Pacific. Lectures cover the history and settlement patterns of the lands (ahupua’a) within the district (moku) in which the field site is located (based on archaeology, oral history and archival information), site and artifact types, archaeological field techniques, lab analyses, historic preservation laws, and case studies. Hands-on fieldwork will occur at Native Hawaiian historic sites, primarily of pre-European age, and will include mapping and excavation. (Cross-list HPST 380)

**ANTH 381 Archaeological Field Techniques-Historic Archaeology (3)**

This class features a multi-disciplinary approach to investigating and interpreting historic archaeological sites, focusing on sites dating from the late 19th century to the present. It includes fieldtrips; guest lectures; field and artifact photography; application of historic archival and photographic materials; training in the use of GPS, instrument mapping, metal detecting, and some excavating; and historic sites recording and historic preservation.

**ANTH 383 Museum Studies (3)**

Pre: ENG 100.

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 384 Human Skeletal Biology (4)**

Pre: Any BIOL or ANTH course; physical anthropology course is strongly recommended.

This lecture and lab course presents an introduction to human osteology (the study of human bones). The course will cover the basics of skeletal growth, the function of skeletal structures in

the human body, the identification of human skeletal elements, standard methods for developing a biological profile (age, sex, stature, ancestry) from skeletal remains, and ways that osteology is important to forensic anthropology, bioarcheology, physical anthropology, and human evolution.

**ANTH 415 Human Ecological Adaptation (3)**

Pre: ENG 100.

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 Culture and Communication (3)**

Pre: ENG 100.

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

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100.

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 HIST/HPST 437)

**ANTH 447 Polynesian Cultures (3)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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 457 Okinawans Locally and Globally (3)**

Pre: ENG 100.

This seminar-format course uses sociological and anthropological concepts and theories to examine the historical conditions which sparked Okinawan immigration to Hawaii and globally. It will survey Ryukyuan and Okinawan history and cultural elements, impact of the Pacific War and current events which have affected Okinawan communities in Hawaii and globally. (Cross-list SOC 457)

**ANTH 458 Forensic Investigations (3)**

Pre: ENG 100.

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)**

Pre: ANTH 384 or instructor consent.

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.

**ANTH 474 Culture and Mental Illness (3)**

Pre: ENG 100 and PSY 100.

A cross-cultural study of mental illness and therapeutic practices comparing Western and non-Western cultures. (Cross-list PSY/PUBA 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 (3)**

Pre: ENG 100.

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 490 History and Theory of Anthropology (3)**

Pre: ENG 100 and any ANTH course, or instructor consent.

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 495 Research Seminar (3)**

Pre: ENG 100 and SSCI 210.

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

**ANTH -96 Selected Topics in Anthropology (v)**

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 -99 Directed Reading and Research (v)**

Pre: Instructor consent.

To be arranged with the instructor.

**APPLIED SCIENCE**

**APSC 486 (alpha) Senior Project (3)**

Pre: Consent of instructor; one class of upper division writing intensive course work; and completion of concentration requirements.

With assistance from an applied science Faculty Advisor, students will complete a project based on original or library research related to a particular problem or issue in their 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. R: Respiratory Care; C: Computing, Electronics & Networking Technology; I: Information Technology; M: Culinary Management.

**APSC 490 (alpha) Senior Practicum (3)**

Pre: Consent of instructor; one class of upper-division writing intensive course work; and completion of concentration requirements.

With assistance from an applied science Faculty Advisor, students will complete a practicum or internship with an appropriate community agency or institution. As an intern, the student is delegated the responsibility of developing the solution to a well-defined problem, or is asked to complete a field-relevant task. Students report on the experience using their understanding of the field in which they are working. Students will share the results of this learning process with peers and will assist each other in refining communications skills. R: Respiratory Care; C: Computing, Electronics & Networking Technology; I: Information Technology; M: Culinary Management.

**ART**

**ART 112 Introduction to Digital Art (3)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22.

This course is an introduction to the technology, vocabulary and procedures of computer produced images. Students will study the basic principles of art and the elements of design, creative process and methods of visual communication. Using the computer as the artist's tool, students will study the creation of art and design through the usage of layout devices such as composition, visual



hierarchy, content development and concept development. (DA)

**ART 221 Design for Print & Web (3)**

Pre: ICS 101 recommended but not required.

Introduction to the development principles related to graphic design terminology, tools and media, and layout design concepts. Emphasis on typesetting and composing for print and web products. (DA)

**ART 311D Design in Public Spaces (3)**

Pre: ART 112, ENG 200.

Students learn theory and discourse related to designing for public spaces by examining case studies and examples of social entrepreneurship applied through graphic design vehicles. Students will employ graphic design techniques and utilize industry standard software with the intent to discuss and reflect on approach, method, and theory. (Cross-list PUBA 311) (DA)

**ART 320 Web Design & Development (3)**

Pre: ART 112.

Students will plan, design, and launch a complete website with creative interfaces, strong graphic images, functional site organization, and logical navigation.

**ASTRONOMY**

**ASTR 110 Survey of Astronomy (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

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. (DP)

**BIOCHEMISTRY**

**BIOC 141 Fundamentals of Biochemistry (3)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22; and MATH 25 or higher.

This course is a systematic study of the principles of general, organic, and biochemistry as they apply to living systems. It prepares students for technical training in life sciences. (DP) (Previously BIOC 241)

**BIOLOGY**

**BIOL 100 Human Biology (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Designed for the non-biologist who wishes to learn more about fundamental biological concepts, with emphasis on humans and the human body. Topics covered will include the structure and function of cells, tissues, organs, and organ systems of the human body, which will be related to physical fitness, nutrition, health, disease and genetics. Evolution of humans and their role in the biosphere will also be covered. Not intended for science majors.

**BIOL 101 Biology & Society (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: BIOL 101L.

This course introduces students to the characteristics of science, the historical development of biological concepts, and the interactions of society with biological science. Designed for the non-biologist who wishes to learn more about fundamental biological concepts, including evolution, biodiversity, cellular and molecular biology, physiology, genetics and ecology. Application of biological knowledge to current problems, such as biotechnology and human impacts on the biosphere, will also be covered. Not intended for science majors.

**BIOL 101L Biology & Society Laboratory (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: BIOL 101.

This course introduces students to the characteristics of science, using scientific inquiry and topics in the biological sciences. Topics covered will include the major concepts of biology, including evolution, biodiversity, cellular and molecular biology, physiology, genetics and ecology. Not intended for science majors.

**BIOL 123 Hawaiian Environmental Biology (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: BIOL 123L.

This course 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.

**BIOL 123L Hawaiian Environmental Biology Laboratory (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: BIOL 123

This laboratory will investigate the characteristics and theories of science as they interact with and impact modern society and the Hawaiian environment. The laboratory will focus on the environment of Hawaii, the physical factors that affect the habitats in the

islands, the arrival of plants, animals, and humans in these environments, and how the plants and animals have changed following their introductions. The last section of the laboratory will focus on current environmental issues facing the populations in Hawaii. This course satisfies the General Education requirement for a science laboratory.

**BIOL 171 Introduction to Biology I (3)**

Pre: Completion of or concurrent enrollment in either CHEM 151 or 161.

Coreq: BIOL 171L.

This course is an introduction to biology for life science majors that integrates traditional and modern biological approaches. Topics covered include cell structure and chemistry, growth, reproduction, basic cell biology, genetics and evolution, phylogeny and systematic, and biodiversity of viruses and bacteria. (DB)

**BIOL 171L Introduction to Biology Lab I (1)**

Coreq: BIOL 171.

Laboratory to accompany Introduction to Biology I. This course should provide the student with an understanding of cell structure and chemistry, growth, reproduction, genetics, evolution, viruses, and bacteria, as well as an introduction to the techniques used in the study of biology. (DY)

**BIOL 172 Introduction to Biology II (3)**

Pre: BIOL 171.

Continuation of Introduction to Biology I. Topics covered include anatomy, physiology, and systematic of plants and animals; behavior; ecosystems, populations, and communities. (DB)

**BIOL 172L Introduction to Biology Lab II (1)**

Co-req: BIOL 172

Laboratory to accompany Introduction to Biology II. This course should provide the student with an understanding of the characteristics of organisms and their interactions with the biological and physical environment; an introduction to the diversity of living forms, and an introduction to the techniques used in the study of biology. (DY)

**BIOL 200 Coral Reefs (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course is an introduction to the biology, ecology and geology of corals and the reef structures they build. Topics will include the physical and chemical properties of coral reef habitats, reef geology, the physiology, anatomy, ecology and evolution of coral reef organisms, and the human use and management of human impacts on coral reefs. Emphasis will be on the coral reefs of Hawai'i, but comparisons will be made among reefs from other areas.

**BIOL -96 Selected Topics in Biology (v)**

Topics selected will vary with program relevancy and student interest. May be repeated for credit.

**BIOL -99 Directed Reading and Research (v)**

Pre: Instructor approval.

To be arranged with the instructor.

**BOTANY**

**BOT 105 Ethnobotany (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course will emphasize Hawaiian ethnobotany, exploring how the Hawaiian people used plants to accomplish the necessary tasks of daily living, in the absence of pottery and metals. Botanical structures will be learned in the context of how they impact the way the plants are used. Pacific island voyagers introduced most of the plants they needed, then also adopted some native plants for specialized purposes. (DS)

**BUSINESS ADMINISTRATION**

**BUSA 120 Introduction to Business (3)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22.

This course will provide an overview to students of the issues facing managers and businesses in the contemporary business world. The student will gain a basic understanding of key business concepts entrepreneurship and global business. (DS)

**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 301 Personal Finance (3)**

This course focuses on the management of personal finance. Broad coverage of personal financial decisions, including basic financial planning, use of credit, purchasing an automobile and home, insurance, tax issues, investing, retirement, and estate planning. (Cross-list FIN 301)

**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)**

Pre: BUSA 300.

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.

**BUSA 307 Corporate Finance (3)**

Pre: ACC 201.

This course focuses on the development and analysis of modern financial theory and its implications for management decisions: time value of money, market efficiency, capital asset pricing, valuation, firm investment decisions, capital structure, dividend policy, and cost of capital. (Cross-list FIN 307.)

**BUSA 308 Principles of Risk Management and Insurance (3)**

The primary focus will be on risk management and insurance techniques for dealing with potential losses to individuals and organizations. We will examine the principles of insurance and insurance contracts as well as discussing insurance industry operations and the various professions within the industry.

**BUSA 311 Accounting for Entrepreneurs (3)**

Pre: MATH 103 and sophomore standing.

This course is intended for students interested in entrepreneurship and/or management. The course is an introduction to accounting concepts and the use of financial statements. The principles of financial and managerial accounting are introduced. The focus of this course is the interpretation and use of accounting information for decision making. Students are exposed to standard accounting language and tools to facilitate business decision making and communication. This course does not meet the requirements for students seeking a degree in Business.

**BUSA 312 Intermediate Financial Accounting I (3)**

Pre: ACC 202.

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.

**BUSA 313 Intermediate Financial Accounting II (3)**

Pre: BUSA 312.

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.

**BUSA 318 Intermediate Managerial Accounting (3)**

Pre: ACC 202.

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.

**BUSA 319 Federal Individual Taxation (3)**

Pre: BUSA 312.

Examines federal taxation of individuals including the following: individual tax formula, gross income, inclusions, exclusions, deductions, exemptions, and tax credits.

**BUSA 320 Statistics for Decision-Making (3)**

Pre: MATH 103 or equivalent course with a grade of "C-" or better; or COMPASS math placement into MATH 135 or higher.

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.

**BUSA 321 Business Finance (3)**

Pre: ACC 201 and ACC 202, or equivalent; and BUSA 320 or equivalent.

Introduction to the theory and practice of financial management: analysis and decision making for asset management, capital budgeting, and capital structure. (Cross-list ECON 321)

**BUSA 322 Money and Capital Markets (3)**

Pre: ECON 130 and ECON 131 or equivalent courses.

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. (Cross-list ECON/FIN 322)

**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 325 Asian Economies, Business and Consumers (3)**

The world economy is undergoing a dramatic transformation with the rapid rise of China, and the global reach of the Japanese and South Korean economies. This course will look at the business, economies, and consumers of East Asia in a historical, cultural and

business perspective. The period covered runs from pre-modern Asian economies in the 19th century through the 20th century, and especially focuses on post-WWII economic development. Students will also receive hands-on experience with Asian businesses via field trips and guest speakers. (Cross-list HIST 325)

**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 328 Personal Lines Insurance (3)**

Pre: Completion of or concurrent enrollment in BUSA 308. This course provides an in-depth study of personal risk management and insurance. Each individual faces risk and must treat risk to continue to live and prosper. This course will examine personal property and liability insurance, life and health insurance, and retirement planning. It will emphasize the provisions of the insurance coverages and how the insurance is used to address personal risk management and financial planning needs.

Upon completing the course, you should better understand the risks you face. You should be able to assist others, such as clients, with determining what types of insurance they should purchase and how they might address the risks which are not insurable. You should also be able to discuss underwriting concerns associated with these risks and how insurers address the concerns in their personal underwriting, pricing, and product development decision making. Finally, you should be prepared to take and pass CPCU 553 and the licensing exam for Life and Health insurance.

**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 338 Commercial Insurance (3)**

Pre: Completion of or concurrent enrollment in BUSA 308. The objective of this course is to examine the principles and basic concepts of commercial lines property and casualty insurance. The primary emphasis will be on the property and liability loss exposures faced by most organizations and the corresponding types of insurance for covering those loss exposures. We will also overview other risk financing plans.

**BUSA 345 Management Information Systems (3)**

Pre: ICS 101 or equivalent course work. 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.

**BUSA 350 Managing Change in Organizations (3)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22. This course will focus on making organizational change the centerpiece, as other topics to include organizational theory and design, organizational culture and change, and the recent trends in real-world managing techniques are also examined. (Cross-list MGT 350)

**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)**

Pre: BUSA 300. 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.

**BUSA 370 Global External Environment (3)**

Pre: ENG 100 or concurrent enrollment in ENG 22.

This course will examine the impact of the non-business environment (country and political risk) on foreign direct investment and international trade decisions. Students will learn to assess the impact of ethnic tensions, terrorism, political instability, corruption, and other risk factors on business operations. An emphasis will be placed on understanding the relationship between socio-economic factors and global business. (Cross-list MGT 370)

**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 408 International Marketing (3)**

Pre: BUSA 300.

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.

**BUSA 410 IT Project Management (3)**

Pre: BUSA 345 or a 300-level CENT or ITS course.

This course exposes the student to and provides the opportunity for students to practice the application and integration of the project management body of knowledge (PMBOK) areas to managing information technology (IT) projects. The primary focus of this course is on project management principles associated with managing an IT project's goal, scope, schedule, and budget. Some additional topics that will be covered include quality, risk and knowledge management as well as software tools that support the activities associated with project management. (Cross-list CENT/ITS 410).

**BUSA 412 Futures and Options (3)**

Pre: ACC 201.

This course provides the foundation for understanding the price and risk management of derivative securities. The course starts with simple derivatives (e.g., forwards and futures) and develops the concept of arbitrage-free pricing and hedging. This course is designed to provide an understanding of options, futures,

forwards, and the use of these instruments in managing business and financial risks. The use of derivative instruments in speculation, hedging, and arbitrage will also be emphasized. (Cross-list FIN 412)

**BUSA 414 Governmental Accounting (3)**

Pre: BUSA 312.

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.

**BUSA 415 Auditing (3)**

Pre: BUSA 313.

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

**BUSA 416 Accounting Information Systems (3)**

Pre: BUSA 312.

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.

**BUSA 418 Advanced Accounting (3)**

Pre: BUSA 313.

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.

**BUSA 419 Corporate and Partnership Tax (3)**

Pre: BUSA 319.

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.

**BUSA 422 International Financial Management (3)**

Pre: BUSA 321.

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.

**BUSA 427 Topics and Cases in Business Finance (3)**

Pre: BUSA 321.

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

**BUSA 428 Enterprise Risk Management (3)**

Pre: Completion of or concurrent enrollment in BUSA 308.

This course examines how corporations approach the problem of dealing with risks in today's complex marketplace. Emphasis is given to the economic impact of losses on the firm, and alternative methods of dealing with managing and financing risk. Methods include loss prevention, risk retention, self-insurance, insurance purchasing, and risk financing techniques available through the capital markets. We also discuss today's global marketplace and the risks faced by multinational firms.

**BUSA 432 Forecasting and Risk Management (3)**

Pre: BUSA 320 or SSCI 210 or equivalent.

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. (Cross-list ECON 432)

**BUSA 435 Strategic Management (3)**

Pre: BUSA 300 and BUSA 321.

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.

**BUSA 459 Estate and Gift Taxation (3)**

Pre: BUSA 319 with a grade of "C-" or better.

This course is a survey of the Federal wealth transfer tax system. Topics include computation of the gift tax and the estate tax, and gift and estate compliance requirements.

**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 461 International Trade and Finance (3)**

Pre: ECON 301 and one of these 3 courses: ECON 300, ECON 340 or BUSA/FIN 307.

This course will survey the theory of international trade and

finance, gains from specialization and exchange and the impact of trade restrictions such as tariffs and quotas. Also monetary aspects of international economics, optimum reserves, exchange rates, balance of payments and capital movements. (Cross-list ECON/FIN 461)

**BUSA 462 Disaster Recovery & 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 476 Health Care Marketing (3)**

This course introduces students to methods and models for the analysis, evaluation, and implementation of marketing strategies within the health care environment. Designed to develop skills in segmenting customer and health care markets, brand products and services, enhance a communication strategy to the consumer, and develop pricing approaches. (Cross-list PUBA 476)

**BUSA 480 Organizational Behavior (3)**

Pre: ENG 100.

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)

**BUSA 486 Senior Project (v)**

Pre: Consent of instructor and one class of upper division writing-intensive (WI) course work.

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.

**BUSA 490 Administrative Practicum (v)**

Pre: Consent of instructor and one class of upper division writing-intensive (WI) course work.

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 UHWO Assumption of Risk and Release Form. This form must be completed and returned to instructor 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 UHWO Assumption of Risk and Release Form. This form must be completed and returned to instructor prior to beginning this off-campus activity.

**BUSA -96 Selected Topics in Business Administration (v 1-6)**

Topics will vary with program relevancy and student interest. May be repeated for credit

**BUSA -99 Directed Reading and Research (v)**

Pre: Instructor approval.  
To be arranged with instructor.

**CHEMISTRY**

**CHEM 100 Chemistry and Society (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: CHEM 100L.

Introduction to chemistry for non-science majors. Discussion of basic chemistry concepts and their application to everyday life. Emphasis is on forensic perspective and critical thinking. (DP)

**CHEM 100L Chemistry and Society Lab (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: CHEM 100.

This course and its laboratory will introduce basic principles of chemistry and their impact on modern society and environment. It is designed for non-science majors and therefore presented from a simplified chemical viewpoint. Emphasis will be on everyday phenomena and local Hawaiian issues. However, examples from other places and other sciences (environment science and

forensics, etc.) will add depth of the understanding of scientific issues at global context. (DY)

**CHEM 131 Preparation for General Chemistry (3)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22 or consent.

This is a basic chemistry course, intended for students lacking preparation in chemistry. It provides background in algebra and elementary concepts of chemistry in preparation for entering the General Chemistry sequence. (DP)

**CHEM 161 General Chemistry I (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course will provide an introduction to the discipline of chemistry. It will deal with the basic principles of chemistry including: stoichiometry, solution phase chemistry, thermodynamics, atomic structure, chemical bonding, molecular structure, and gas phase chemistry. (DP)

**CHEM 161L General Chemistry Lab I (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course will consist of laboratory experiments introducing techniques and fundamental principles of chemistry. (DY)

**CHEM 162 General Chemistry II (3)**

Pre: CHEM 161 with a C or better

Coreq: CHEM 162L

This course is an introduction to principles of chemistry. It deals with solutions, chemical kinetics, chemical equilibrium (gas-phase, acid-phase, and solubility), thermodynamics, and electrochemistry. (DP)

**CHEM 162L General Chemistry Lab II (1)**

Pre: CHEM 161 with a C or better

Coreq: CHEM 162

This laboratory course introduces students to techniques of qualitative and quantitative measurements, preparation of laboratory report and concepts of laboratory safety. (DY)

**COMPUTING, ELECTRONICS, AND NETWORKING TECHNOLOGY**

**CENT 305 Information Systems Security (3)**

Pre: CENT 228 System Administration & TCP/IP with Linux, CENT 270 Network Operating System I, or equivalent course work or experience.

This course introduces the fundamental concepts of security as applied to information systems. Topics include developing security policies, host-based security, network security, security

software tools, layered security and the use of security devices on the network such as firewalls and packet filters. Intrusion detection, incident handling, and legal, ethical, and professional issues are also covered.

**CENT 410 IT Project Management (3)**

Pre: BUSA 345 or a 300-level CENT or ITS course.

This course exposes the student to and provides the opportunity for students to practice the application and integration of the project management body of knowledge (PMBOK) areas to managing information technology (IT) projects. The primary focus of this course is on project management principles associated with managing an IT project's goal, scope, schedule, and budget. Some additional topics that will be covered include quality, risk and knowledge management as well as software tools that support the activities associated with project management. (Cross-list BUSA/ITS 410).

**CREATIVE MEDIA**

**CM 300 Creative Professionals (3)**

Pre: Admission into Humanities Creative Media Concentration; or instructor consent.

This project-based course focuses on the independent creative professional as producer, self-promoter, and monetizer of his/her product. Skill development includes preparation of professional materials such as resume, cover letter, portfolio, website, social media site.

**CM 314 Music, Sound and Creative Media (3)**

Pre: Admission into Humanities Creative Media Concentration; or instructor consent.

This course focuses on the history and practice of the integration of music and sound with speech and image in creative media. Students learn historical precedents, expand their music vocabulary, and develop an ability to select an appropriate music track for various creative media projects.

**CM 320 (alpha) Creative Media Master Class**

Pre: Admission into Humanities Creative Media Concentration; or instructor consent.

This course addresses various aspects of creative media production processes. Topics include a) representations of film/TV production and b) the art of "the pitch". Repeatable with a different alpha.

**CM 400 (alpha) Creative Media Master Class**

Pre: Admission into Humanities Creative Media Concentration; or instructor consent.

Taught by a visiting artist or practitioner, this course provides students with an advanced workshop in a creative media technique or skill-set. Possible topics include A: Advanced Screenwriting;

and B: Stop-Motion Animation.

**CM 426 Creative Media Practicum (3)**

Pre: Admission into Humanities Creative Media Concentration; or instructor consent.

Humanities Creative Media students will apply existing knowledge and gain new skills as they engage with the UHWO community through an internship with one of the following campus entities: A) The Center for Labor Education and Research, B) UHWO Public Relations, C) 'Ulu'ulu: The Henry Ku'ualoha Giugni Moving Image Archive of Hawai'i. Repeatable with a different alpha.

**EARLY CHILDHOOD EDUCATION**

Note: The following set of core Early Childhood Education course work, or equivalents, is 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 & 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

Some courses may require only certain program prerequisites be completed. Please consult with the ECE faculty (Dr. Susan Matoba Adler, email: adlers@hawaii.edu; or Dr. Jeanne Iorio, email: iorio@hawaii.edu) for specific prerequisites for each course.

**ECED 320 Issues, Trends and Leadership in Early Childhood Education (3)**

Pre: Required ECED core courses at the lower division.

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)**

Pre: Required ECED core courses at the lower division.

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)**

Pre: Required ECED core courses at the lower division.  
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)**

Pre: Required ECED core courses at the lower division.  
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)**

Pre: Required ECED core courses at the lower division.  
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)**

Pre: ECED 320, 340, 401, 402, and 420; or equivalent.  
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.

**ECED -96 Selected Topics in Early Childhood Education (v 1-6)**

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

**ECED -99 Directed Reading and Research (v)**

Pre: Instructor approval.  
To be arranged with the instructor.

**ECONOMICS**

**ECON 130 Principles of Microeconomics (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.  
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.

**ECON 131 Principles of Macroeconomics (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.  
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.

**ECON 300 Intermediate Macroeconomic Theory (3)**

Pre: ECON 131 or equivalent.  
National income accounts and determination, Keynesian multiplier analysis, IS-LM model, national economic policy to combat unemployment and inflation.

**ECON 301 Intermediate Microeconomic Theory (3)**

Pre: ECON 130 or equivalent.  
Price determination and resource allocation under various market structures, consumer theory, theory of the firm, externalities.

**ECON 302 Managerial Economics (3)**

Pre: Introductory economics class or ECON 130 or 310; and MATH 103 or higher level math.  
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.

**ECON 311 Hawai'i'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.

**ECON 321 Business Finance (3)**

Pre: ACC 201 and ACC 202 or equivalent; and BUSA 320 or equivalent.

Introduction to the theory and practice of financial management: analysis and decision making for asset management, capital budgeting, and capital structure. (Cross-list BUSA 321)

**ECON 322 Money and Capital Markets (3)**

Pre: ECON 130 and ECON 131 or equivalent courses.

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. (Cross-list BUSA/FIN 322)

**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 342 History of Economic Thought (3)**

Pre: ECON 130 and one of these 3 courses: ECON 131, HIST 151 or HIST 152.

This course introduces major western economic theorists and ideas since around the 1700s and considers the history of views on work, poverty, the market and government, and the relationship of those doctrines to society, philosophy, and public policy.

**ECON 358 Environmental Economics (3)**

Pre: ECON 131 or equivalent course.

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?

**ECON 396 Contemporary Economic Issues (3)**

Pre: ECON 130 or 131.

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)**

Pre: ECON 300 and ECON 301.

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

**ECON 432 Forecasting and Risk Management (3)**

Pre: BUSA 320 or SSCI 210 or equivalent.

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. (Cross-list BUSA 432)

**ECON 461 International Trade and Finance (3)**

Pre: ECON 301 and one of these three courses: ECON 300, ECON 340, or BUSA/FIN 307.

This course will survey the theory of international trade and finance, gains from specialization and exchange and the impact of trade restrictions such as tariffs and quotas. Also monetary aspects of international economics, optimum reserves, exchange rates, balance of payments and capital movements. (Cross-list BUSA/FIN 461) (DS)

**ECON 491 Entrepreneurial Service Learning (3)**

Pre: ECON 130 or ECON 131

Students will design and implement economically focused projects for middle and high school students that demonstrate how the free enterprise system and entrepreneurship functions in our economic system. Students will be given an opportunity to implement these projects in an educational environment within the schools in the communities surrounding UHWO. This course will allow students to learn about the free enterprise system in a real or simulated working environment. This course will challenge students to use the knowledge they have obtained in the classroom to improve their surrounding communities. In addition, students may help mentor at risk students or budding entrepreneurs get their plans off the ground.

**ECON 495 Urban Economics (3)**

Pre: ECON 301.

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.

**ECON -96 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 -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**EDUCATION**

**EDUC 495 Action Research (3)**

Pre: Instructor approval.

This course introduces the theoretical and practical dimensions of school-based action research on topics related to curriculum, instruction, and learning; students conduct an action research project; intended for in-service teachers and preservice teacher candidates.

**EDUC -96 Selected Topics in Education (v 1-6)**

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

**EDUC -99 Directed Reading and Research (v)**

Pre: Instructor approval. To be arranged with instructor.

**EDUCATION: ELEMENTARY**

EDEE courses are restricted to Education majors.

\*Note: Approval of the Application for the Professional Teacher Education (APTE) is required for enrollment into the 400-level Elementary Education courses. Requirements include: passing scores on the Praxis I; completion of a minimum of 45 credits; and a minimum 2.5 cumulative (overall) GPA; fingerprinting and background check completed by Hawai'i Department of Education. Additionally, minimum grades of C or better in the following courses: EDEF 200, 201, 310, MATH 111 and C- or better in ENG 200, PSY 340, PSY 342, and SP 151.

**EDEE 300 Service Learning (v 1-3)**

Pre: Sophomore or higher level standing; EDEE 200 and 201 (or concurrent enrollment).

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. Students gain valuable, first-hand experience with contemporary issues in education, within the context of service to the local community.

**EDEE 324 Health, Physical Education and Movement (3)**

Pre: Completion of EDEE 310 with a "C" or higher grade or concurrent enrollment.

Provides experiences for elementary teacher candidates to create interactive learning opportunities for children, as they develop personal and social responsibility for a healthy lifestyle. Emphasis is placed on integrating concepts of health, physical education, and movement across all subject areas in the elementary school curriculum. Focus on National and Hawai'i Health Education Standards.

**EDEE 325 Creative and Performing Arts (3)**

Pre: Completion of EDEE 310 with a "C" or higher grade or concurrent enrollment.

An invitation to engage with creative and performing works of art, revealing the possibilities of imagination within education. Through experiences with creativity, conventional understandings can be expanded, offering new perspectives and alternatives to everyday learning. Developing creative rituals, experiencing various arts, and conversing critically will encompass the overall structure of the course.

**EDEE 422 Reading Methods (3)**

Pre: APTE approval\*; prior or concurrent enrollment in ENG 383 or any 200-level or higher children's literature course.

Coreq: EDEE 424 and EDEE 426.

This course in elementary school reading methods focuses on teaching and learning to read in grades K-6. The purpose is to enable teacher candidates to become thoughtful, creative, and effective teachers, through focused inquiry, investigations, and collaborations, all within the context of planning and implementing a student-centered reading curriculum.

**EDEE 424 Language Arts Methods (3)**

Pre: APTE approval\*; Prior or concurrent enrollment in ENG 383 or any 200-level or higher children's literature course

Coreq: EDEE 424 and EDEE 426.

This course in elementary school language arts methods focuses on teaching and learning the English language arts in grades K-6. The purpose is to enable teacher candidates to become thoughtful, creative, and effective teachers, through focused inquiry, investigations, and collaborations, all within the context of planning and implementing a student-centered language arts curriculum.

**EDEE 426 Block 1 Practicum with Seminar (3)**

Pre: APTE approval\*; prior or concurrent enrollment ENG 383

Coreq: EDEE 422 and EDEE 424

Block 1 Practicum with Seminar focuses on developmentally appropriate and culturally relevant pedagogy, K-6. Teacher candidates complete 45 hours of supervised practicum in an elementary school classroom, where they put into practice methods and materials that have been studied in their on-campus reading and language arts courses. During the embedded seminar, special attention is given to issues related to curriculum and instruction, classroom management, assessment, and home/school/community relations.

**EDEE 432 Math Methods (3)**

Pre: APTE approval\*; Completion of MATH 111 and MATH 112 with a grade of C or better. Completion of Block 1 with a grade of C or higher in all courses

Coreq: EDEE 434 and EDEE 436.

This course in elementary school mathematics methods focuses on teaching and learning math in grades K-6. The purpose is to enable teacher candidates to become thoughtful, creative, and effective teachers, through focused inquiry, investigations, and collaborations, all within the context of planning and implementing a student-centered mathematics curriculum.

**EDEE 434 Science Methods (3)**

Pre: APTE approval\*; Completion of MATH 111 and MATH 112 with a grade of C or better. Completion of Block 1 with a grade of C or higher in all courses;  
Coreq: EDEE 432 and EDEE 436.

Elementary school science methods focuses on teaching and learning science in grades K-6. The purpose is to enable teacher candidates to become thoughtful, creative, and effective teachers, through focused inquiry, investigations, and collaborations, all within the context of planning and implementing a standards-based science curriculum.

**EDEE 436 Block 2 Practicum with Seminar (3)**

Pre: Completion of Block 1 courses with a grade of C or better in each course; completion of MATH 111 and MATH 112 with a grade of C or better in both courses;  
Coreq: EDEE 432 and EDEE 434.

Block 2 Practicum with Seminar focuses on developmentally appropriate and culturally relevant pedagogy, K-6. Teacher candidates complete 45 hours of supervised practicum in an elementary school classroom where they put into practice methods and materials that have been studied in their on-campus mathematics and science courses. During the embedded seminar, special attention is given to issues related to curriculum and instruction, classroom management, assessment, and home/school/community relations.

**EDEE 442 Social Studies Methods (3)**

Pre: Completion of Block 1 courses with a grade of C or higher in all courses.  
Coreq: EDEF 444 and EDEE 446.

This course in elementary school social studies methods focuses on teaching and learning social studies in grades K-6. The purpose is to enable teacher candidates to become thoughtful, creative, and effective teachers, through focused inquiry, investigations, and collaborations, all within the context of planning and implementing a student-centered social studies curriculum.

**EDEE 446 Block 2 Practicum with Seminar (3)**

Pre: Completion of Block 1 courses with a grade of C or higher in all courses..  
Coreq: EDEE 442 and EDEF 444.  
Block 2 Practicum with Seminar focuses on developmentally

appropriate and culturally relevant pedagogy, K-6. Teacher candidates complete 45 hours of supervised practicum in an elementary school classroom where they put into practice methods and materials that have been studied in their on-campus social studies and teaching culturally and linguistically diverse learner courses. During the embedded seminar, special attention is given to issues related to curriculum and instruction, classroom management, assessment, and home/school/community relations.

**EDEE 462 Math Methods (3)**

Pre: Completion of MATH 111 and MATH 112 with a grade of C- or higher; completion of Block 1 and Block 2 courses with a grade of C or higher in all courses  
Co-req: EDEE 464 and EDEE 466.

This course in elementary school mathematics methods focuses on teaching and learning math in grades K-6. The purpose is to enable teacher candidates to become thoughtful, creative, and effective teachers, through focused inquiry, investigations, and collaborations, all within the context of planning and implementing a student-centered mathematics curriculum.

**EDEE 464 Science Methods (3)**

Pre: Completion of MATH 111 and MATH 112 with a grade of C- or higher; completion of Block 1 and Block 2 courses with a grade of C or higher in all courses.  
Co-req: EDEE 462 and EDEE 466.

Elementary school science methods focuses on teaching and learning science in grades K-6. The purpose is to enable teacher candidates to become thoughtful, creative, and effective teachers, through focused inquiry, investigations, and collaborations, all within the context of planning and implementing a standards-based science curriculum.

**EDEE 466 Block 3 Practicum with Seminar (3)**

Pre: Completion of MATH 111 and MATH 112 with a grade of C- or higher; completion of Block 1 and Block 2 courses with a grade of C or higher in all courses.  
Co-req: EDEE 462 and EDEE 464.

Block 2 Practicum with Seminar focuses on developmentally appropriate and culturally relevant pedagogy, K-6. Teacher candidates complete 45 hours of supervised practicum in an elementary school classroom where they put into practice methods and materials that have been studied in their on-campus mathematics and science courses. During the embedded seminar, special attention is given to issues related to curriculum and instruction, classroom management, assessment, and home/school/community relations.

**EDEE 490 Student Teaching (12)**

Pre: Application and formal admission to the Professional Student Teaching semester

Coreq: EDEE 492 Student Teaching is a full-time, 15-week, supervised classroom experience. A gradual release of responsibility by the mentor teacher leads to a minimum of 15 days of solo teaching. Emphasis is placed on the application of best practice methods and materials learned during methods course work with practicum. Mandatory CR/NC.

**EDEE 492 Student Teaching Seminar (3)**

Pre: Application and formal admission to the Professional Student Teaching semester; successful completion of all field experience, practicum, and methods courses with a grade of C or higher; 2.75 or higher GPA for methods and co-requisite practicum courses; 2.5 overall GPA.

Coreq: EDEE 490 Student Teaching.

Examines current issues in education, including contemporary ethical issues; fulfills E-focus (Ethics) graduation requirement. Further study of foundations, classroom organization and management, and disciplinary methods applied to classroom teaching and learning; Praxis II exam preparation; final preparation and sharing of electronic professional portfolio.

**EDEE -96 Selected Topics in Elementary Education (v 1-6)**

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

**EDEE -99 Directed Reading and Research (v)**

Pre: Instructor approval.

To be arranged with the instructor.

**EDUCATIONAL FOUNDATIONS**

**EDEF 200 Early Field Experience (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: EDEF 201.

45 hours of supervised field experiences that engage the pre-service 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. Mandatory CR/NC.

**EDEF 201 Introduction to Teaching as a Career (2)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: EDEF 200.

Introduces the teacher candidate to the process of becoming a highly qualified teacher in the State of Hawai'i. Topics include:

an overview of the Teacher Education program, K-6; an introduction to the multiple dimensions of teaching, including the "why" of teaching (entering the profession); the "who" of teaching (students), the "what" of teaching (curriculum), and the "how" of teaching (pedagogy); an initiation into the lifelong process of reflection and growth; and initial development of the Professional Portfolio.

**EDEF 310 Education in American Society (3)**

Pre: Sophomore or higher level standing; completion of EDEF 200 and 201 with a "C" or higher or concurrent enrollment.

This course focuses on interrelated historical, political, philosophical, and socio-cultural factors influencing education in today's society. Teacher candidates also participate in a minimum 20 hours of volunteer work, utilizing cultural and scientific community resources, which in turn provide the contexts for understanding the impact of educational initiatives in American society.

**EDEF 444 Teaching Culturally and Linguistically Diverse Learners (3)**

Pre: Completion of Block 1 courses with a grade of C or higher in all courses.

Coreq: EDEE 442 and EDEE 446.

Provides an in-depth study of diversity in the educational environment and its impact on teaching and learning. Teacher candidates examine the social, political, curricular, ethical, and instructional implications for elementary classroom teachers. Attention is given to multicultural frameworks and theories; includes the senior "capstone" project.

**EDUCATIONAL TECHNOLOGY**

**ETEC 297 Educational Media & Technology (3)**

Pre: Completion of ICS 101 with a grade of "C" or higher or consent of instructor; placement into ENG 100 or concurrent enrollment in ENG 22.

An introduction to educational media and technology theory and practice with an emphasis on meaningful integration of technology and media into a variety of face-to-face and online learning environments for diverse populations. Attention is given to practical applications and the acquisition of skills relevant to the classroom teaching and learning environment, as well as non-school settings.

**ENGLISH**

**ENG 100 Composition I (3)**

Pre: Placement into ENG 100.

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. (FW)

**ENG 200 Composition II (3)**

Pre: ENG 100.

This is an intermediate composition course that will focus on outlining, organizing, revising, and editing academic essays, and students will complete a research paper that integrates primary and secondary sources.

**ENG 205 Introduction to Journalism (3)**

Practice and instruction in reporting, interviewing, and news and feature writing techniques. (DA)

**ENG 209 Business Writing**

Pre: ENG 100.

This intermediate composition course will provide students with argumentative, analytical, and effective communication in business writing. Students will write several short essays, reports, memos, and students will write a research paper or formal report.

**ENG 240 Introduction to Literary Studies (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course introduces students to basic skills for interpreting fiction, poetry, drama, and film.

**ENG 250 American Literature Survey (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course provides an overview of American literature from translation/transcriptions of pre-contact Native American oral traditions through fiction, life-writing, poetry, drama, and cinema 1500-present.

**ENG 253 Survey of World Literature I (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

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. (FGA)

**ENG 254 World Literature II (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course surveys world literature written after 1600. Texts will

be drawn from a variety of global cultures, including those of the Middle East, Europe, Asia, Africa, and the Americas.

**ENG 257 (alpha) Literary Themes (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course covers selected themes in literary works drawn from diverse periods and cultures. A: Crime and Mystery; B: Multi-Ethnic American Literature (this course focuses on multi-ethnic literature of the United States with an emphasis on race, gender and class. Fulfills Humanities multicultural requirement); C: World Literature in English. Other possible variations include food in literature and sports in literature. May be repeated for credit with a different topic.

**ENG 260 British Literature I (800-1700) (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

A study of British Literature from the ninth through early eighteenth 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. Literary works will be studied in their cultural and historical context.

**ENG 261 British Literature II (1700-Present) (3)**

Pre: ENG 100.

This course treats British Literature from eighteenth centuries through the present. The course will include study of major trends, movements, genres, and authors within the context of history, society, and politics.

**ENG 300(alpha) Topics in Literary Theory (3)**

Pre: ENG 100 with a "C" or higher grade.

This variable topic course treats various methods of literary interpretation. Possible iterations include A: Postmodernism; B: Feminist Criticism; and C: Introduction to Cultural Theory ; D: Structuralism & Post-Structuralism. May be repeated for credit with a different topic.

**ENG 312 Creative Writing Strategies for Teachers (3)**

Pre: ENG 200 with a C or better.

This experiential learning course is designed to familiarize K-12 teachers with specific writing strategies for elementary or secondary classroom use. The course will cover basic literary theory/structure; analysis of poetry and creative prose; role playing of classroom writing techniques; and workshop-style discussion of the resultant creative writing, leading to extensive revisions and a finished portfolio of each student's work. The major focus is on experiential learning which will apply directly to the classroom.

**ENG 313 Introduction to Creative Writing (3)**

Pre: ENG 100.

This course is a workshop dealing with poetry, fiction, and creative non-fiction written by students. Emphasis is on originality and structural unity based on conventional creative writing theory, with publishable writing as an end product.

**ENG 320 (alpha) World Literature (3)**

Pre: ENG 100.

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. A: Magic Realism, B: Literature of War. May be repeated for credit with a different topic.

**ENG 331 (alpha) Topics in British Literature Pre-1700 (3)**

Pre: ENG 100 or concurrent enrollment; and ENG 260 and/or one literature course recommended.

Students will focus on a particular period or theme, with at least 75% of the material from the time prior to 1700. The course will provide in-depth analysis of the literary work and its cultural context in medieval and/or Renaissance England. Works from other national literatures will be included as appropriate. A: Allegory. May be repeated for credit with a different topic. (DL)

**ENG 332 (alpha) Topics in British Literature Post-1700 (3)**

Pre: ENG 100.

Students analyze diverse examples of British literature gathered under period, theme, genre, and other foci. Variations include A: Victorian Literature; B: British Imperial Adventure; and C: British Modernism. May be repeated for credit with a different topic.

**ENG 340 (alpha) Topics in American Literature Pre-1700 (3)**

Pre: ENG 100.

This course treats diverse examples of later American literature gathered under period, theme, genre, and other foci. Variations may include A: The American Puritans, B: The American Captivity Narrative, and C: American Literatures of Exploration, Colonization, and Resistance, and D: Literature of the American West. May be repeated for credit with a different topic.

**ENG 341 (alpha) Topics in American Literature Post-1700 (3)**

Pre: ENG 100.

This course treats diverse examples of later American literature gathered under period, theme, genre, and other foci. Variations may include courses such as A: The American Renaissance, B: Fourth World Literatures of the United States, and C: 20th Century American Literature; D: Literatures of the American West. May be repeated for credit with a different topic.

**ENG 360 Literature and Film (3)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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 367 (alpha) Genres and Directors (3)**

Pre: ENG 100.

An examination of major film genres and the film makers who have contributed to their development. Readings and discussions will focus upon negotiations between generic convention and artistic innovation. A: Film Noir; B: The Western; C: Gangster Film; D: Science Fiction Film; E: The Road Movie. May be repeated for credit with a different topic.

**ENG 372 Asian American Literature (3)**

Pre: ENG 100.

An examination of contemporary Asian American and Asian/Pacific American Literature. Various topics such as the treatment of the immigrant versus the national, language acquisition, and differences between Asian American and Asian/Pacific American will be covered.

**ENG 380 Multicultural & Postcolonial Literatures (3)**

Pre: ENG 100.

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 383 Children's Literature (3)**

Pre: ENG 100.

This course will analyze diverse examples of children's literature, including folk-tales, picture books, and chapter books. (DL)

**ENG 386 Adolescent Literature (3)**

Pre: ENG 100.

Concentrating on the novel and short fiction, this course surveys literature written for young adults. Prominent issues treated in the course include the coming-of-age story, diversity, and the rela-

tionship between adolescent literature and broad historical/social contexts such as the Enlightenment and Modernism.

**ENG 402 History of the English Language (3)**

Pre: ENG 200.

A study of the origins, changes, and reasons for changes in the grammar, sounds, and vocabulary of English from the beginnings of the language to modern times.

**ENG 410 The Bible as Literature (3)**

Pre: ENG 100.

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 440 (alpha) Major Author (3)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22.

Students will focus on the work of one author (or a small group of closely related authors). The course will provide an in-depth analysis of the literary and/or cinematographic work produced by the author as well as a selection of criticism about the author and studies of the author's later influence. Author may be of any national origin. A: Dante's Divine Comedy; B: Toni Morrison and Lois-Ann Yamanaka, and C: Spenser. May be repeated for credit with a different topic. (DL)

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

Pre: ENG 100.

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

**ENG 445 Shakespeare (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course will cover 6-8 Shakespeare plays. Course will focus on live performance issues and consider filmed versions and live performances (when available). The selected plays will represent various genres and different historical points in Shakespeare's work. Course will also include selections from recent scholarship. (DL)

**ENG 462 (alpha) Studies in Drama (3)**

Pre: ENG 100.

Students will focus on a particular period or theme in drama. The course will provide an in-depth analysis of the dramatic works and their cultural context. A: Ancient Drama in the Modern World; B: Opera; C: The Devil on Page, Stage and Screen ; D: Opera & Musical Theatre; E: Popular Theatre. May be repeated for credit with a different topic. (DL)

**ENG 465 History of Theatre (3)**

Pre: ENG 100 or concurrent enrollment.

Students will learn about the history of theatre, from its beginnings in Greece to its modern manifestations around the world. The course will provide survey of drama and its cultural context. Dramatists might include Sophocles, Euripides, Shakespeare, Moliere, Schiller, Brecht, Beckett, and Baraka, and anonymous medieval plays. Readings will include plays and theoretical essays.

**ENG 470 Literature as History (3)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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 490 Senior Practicum (3)**

Pre: Consent of instructor, and one class of upper division writing-intensive (WI) course work.

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.

**ENG 491 Senior Project (3)**

Pre: Consent of instructor, and one class of upper division writing-intensive (WI) course work.

Working with an English Faculty Advisor, students will complete an original work of scholarship in the field of literary and/or cultural studies. Students will share the results of this project via a substantial thesis-oriented paper and brief oral presentation.

**ENG -96 Selected Topics in English (v 1-6)**

Topics selected will be based on program relevancy and student

interest. Course content will vary. May be repeated for credit.

**ENG -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**FINANCE**

**FIN 301 Personal Finance (3)**

This course focuses on the management of personal finance. Broad coverage of personal financial decisions, including basic financial planning, use of credit, purchasing an automobile and home, insurance, tax issues, investing, retirement, and estate planning. (Cross-list BUSA 301)

**FIN 307 Corporate Finance (3)**

Pre: ACC 201.

This course focuses on the development and analysis of modern financial theory and its implications for management decisions: time value of money, market efficiency, capital asset pricing, valuation, firm investment decisions, capital structure, dividend policy, and cost of capital. (Cross-list BUSA 307)

**FIN 322 Money and Capital Markets (3)**

Pre: ECON 130 and ECON 131 or equivalent courses.

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. (Cross-list BUSA/ECON 322)

**FIN 412 Futures and Options (3)**

Pre: ACC 201.

This course provides the foundation for understanding the price and risk management of derivative securities. The course starts with simple derivatives (e.g., forwards and futures) and develops the concept of arbitrage-free pricing and hedging. This course is designed to provide an understanding of options, futures, forwards, and the use of these instruments in managing business and financial risks. The use of derivative instruments in speculation, hedging, and arbitrage will also be emphasized. (Cross-list BUSA 412)

**FIN 461 International Trade and Finance (3)**

Pre: ECON 301 and one of these 3 courses: ECON 300, ECON 340 or BUSA/FIN 307.

This course will survey the theory of international trade and

finance, gains from specialization and exchange and the impact of trade restrictions such as tariffs and quotas. Also monetary aspects of international economics, optimum reserves, exchange rates, balance of payments and capital movements. (Cross-list BUSA/ECON 461)

**FIN -96 Selected Topics in Finance (v 1-6)**

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

**FIN -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**FOOD SCIENCE & HUMAN NUTRITION**

**FSHN 185 The Science of Human Nutrition (3)**

This course integrates concepts of science with the study of human nutrition. Course content includes what nutrients are and what they do for humans, how healthy people can obtain the nutrients they need, how people and the environment change foods and their nutrient content, and nutrition issues of current interest. This course is designed for students entering the medical professions or interested in proper nutrition.

**GEOGRAPHY**

**GEOG 102 World Regional Geography (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course will familiarize students with the major regions of the world and their physical, cultural, economic, historical and political characteristics. A brief introduction to physical geography terms and concepts will be followed by an in-depth investigation of each of the earth's regions and the complex web of relationships among them. (FGB)

**GEOG 328 Culture and Environment (3)**

Pre: GEOG 102 or HWST 107 (HPST 201) or PACS 108 (HPST 202) or HUM/HPST 304.

The course provides an introduction to cultural geography, the cultural landscape, and built environment. It focuses on the relationship between culture and the environment as reflected in the cultural landscape. Through this course students learn to "read" landscapes as text that represent and reproduce culture. This practical component will help students understand how our environment works to express collective values and meanings, and also to reproduce social relations. (Cross-list HPST 328) (DH)

**GEOG 365 Geography of the Pacific (3)**

In this course, we will study the geography of the Pacific Islands or Oceania, a geographic realm that encompasses the regions of Melanesia, Micronesia, and Polynesia. Within this geographic realm, Hawai'i is an integral part being strategically located at the crossroads of cultural, social, economic, and political exchanges between the East and West and its Pacific Island neighbors. (Cross-list HPST 365).

**GEOG -96 Selected Topics in Geography (v 1-6)**

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

**GEOG -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**GEOLOGY**

**GEOL 101 Dynamic Earth (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

The study of the natural physical environment with emphasis placed on the materials, surface features, structures, various erosional and depositional processes, the role of plate tectonics, and the effects of human use of the Earth and its resources. Prepares students for further studies in geology. (DP)

**GEOL 101L Dynamic Earth Laboratory (1)**

Co-requisite: Must be taken concurrently with GEOL 101.

Laboratory to accompany GEOL 101 Dynamic Earth. Reinforces major concepts from the study of the Earth, with emphasis placed on practical experiences with earth materials (minerals and rocks), examination of models of surface features (basic techniques of topographic and geologic mapping), application of virtual tools to study plate tectonics, and other hands-on activities. (DY)

**GEOL 122 Introduction to Earth Science (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course is designed for non-science majors and prospective elementary teachers. This course will aid students in developing meaningful and functional understanding of key earth systems and their interrelations. Topics of study will include, but are not limited to Geology, Earth History, Hydrology, Oceanography, Meteorology, and Astronomy. This course will also provide students with activities that facilitate insight into the nature of science as an intellectual activity and to help students develop more positive attitudes about science and increase their confidence in their ability to do science. (DP)

**GEOL 168 Planetary Science in the Classroom (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Co-req: GEOL 168L.

This course is specifically designed for pre-service and in-service teachers. The objectives of this lecture course are to aid students in developing meaningful and functional understanding of key planetary science concepts (volcanism, impact cratering, remote sensing, etc.) and their interrelations through inquiry based, hands-on laboratory activities and investigations designed for use in K-12 classrooms; to provide students with open-ended problems solving environments that facilitate insight in the nature of science as an intellectual activity; to explore alternated conceptions of scientific phenomena; to help students develop more positive attitudes about science and increase their confidence in their ability to do science. (DP)

**GEOL 168L Planetary Science in the Classroom Lab (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Co-req: GEOL 168.

This course is specifically designed for pre-service and in-service teachers. The objectives of this laboratory course are to aid students in developing meaningful and functional understanding of key planetary science concepts (volcanism, impact cratering, remote sensing, etc.) and their interrelations through inquiry based, hands-on laboratory activities and investigations designed for use in K-12 classrooms; to provide students with open-ended problems solving environments that facilitate insight in the nature of science as an intellectual activity; to explore alternated conceptions of scientific phenomena; to help students develop more positive attitudes about science and increase their confidence in their ability to do science. (DY)

**GEOL 200 Geologic Inquiry (3)**

Pre: GEOL 101 or GEOL 101/GEOL 101L with a C or better grade.

This second course in Geology focuses on the study of the Earth's history, with emphasis placed on the concepts of geologic time, the role of plate tectonics, basic evolutionary processes, dominant land and marine species of the various geologic eras, relative and absolute age, and understanding the fundamental difference between science and pseudoscience. This course prepares students for further studies in geology. (DP)

**GEOL 200L Geologic Inquiry Lab (1)**

Pre: GEOL 101 or GEOL 101/GEOL 101L with a C or better grade.

Co-req: GEOL 200.

The Earth History lab is designed to provide some hands-on experience with topics related to Earth History. We will focus on some specific skills, such as interpreting geologic maps, identifying

fossils, and understanding age relations based on understandings of relative and absolute age. (DY)

**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.

**HAW 102 Elementary Hawaiian II (4)**

Pre: HAW 101.

This class is the continuation of HAW 101 Elementary Hawaiian I. Students will continue to develop basic skills in speaking, writing, reading, and listening comprehension. Pronunciation, basic grammar, and increasing vocabulary are important elements of the class. Students will continue to learn basic conversation skills, and they will learn how to write and read more complex 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.

**HAW 121 Intro to Hawaiian Conversation (1)**

This is an introductory conversation course on Hawaiian language, in which students will learn pronunciation, basic conversation patterns, and vocabulary.

**HAW 201 Intermediate Hawaiian I (4)**

Pre: HAW 102.

This class is the continuation of HAW 102. Students will continue to develop skills in speaking, writing, reading, and listening comprehension to an intermediate level, focusing on pronunciation, basic grammar, and vocabulary. Stories published in Hawaiian language newspapers and texts will be used as resource material, along with the introduction of videos and tapes of native speakers. The class will be taught within the context of Hawaiian culture and history.

**HAW 202 Intermediate Hawaiian II (4)**

Pre: HAW 201.

This class is the continuation of HAW 201. Students will continue to develop skills in speaking, writing, reading and listening comprehension. Pronunciation, basic grammar, and increasing vocabulary are important elements of this class. Traditional stories published in Hawaiian language newspapers and texts will be used

as resource material, along with videos and tapes of native speakers. The class will be taught within the context of Hawaiian culture and history.

**HAW 301 Third-Level Hawaiian I (3)**

Pre: HAW 202.

This class is the continuation of HAW 202. Traditional stories published in Hawaiian language newspapers and texts will be used as resource material, along with videos and tapes of native speakers. This course is taught entirely in Hawaiian and within the context of Hawaiian culture and history.

**HAW 302 Third-Level Hawaiian II (3)**

Pre: HAW 301.

This class is the continuation of HAW 301. Students will continue to develop skills in speaking, writing, reading and listening comprehension. Pronunciation, basic grammar, and increasing vocabulary are important elements of this class. Traditional stories published in Hawaiian language newspapers and texts will be used as resource material, along with videos and tapes of native speakers. This course is taught in Hawaiian and within the context of Hawaiian culture and history.

**HAW 321 Kama`ilio Hawai`i (Conversational Hawaiian) (3)**

Pre: HAW 202 or instructor approval.

This course will focus on the systematic practice of various topics for control of spoken Hawaiian.

**HAW 401 Fourth-Level Hawaiian I (3)**

Pre: HAW 302 or instructor approval.

This course requires reading, writing, and discussion of advanced Hawaiian language texts and newspapers, as well as the transcribing and translation of native speaker recordings. This course is taught in Hawaiian and within the context of Hawaiian culture and history.

**HAW 402 Fourth-Level Hawaiian II (3)**

Pre: HAW 401 or instructor approval.

This course is a continuation of HAW 401. It requires reading, writing, and discussion of advanced Hawaiian language texts and newspapers, as well as the transcribing and translation of native speaker recordings. This course is taught in Hawaiian and within the context of Hawaiian culture and history.

**HAW -96 Selected Topics in Hawaiian (v 1-6)**

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

**HAW -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**HAWAIIAN STUDIES**

**HWST 107 Hawai`i: Center of the Pacific (3)**

This is a survey course exploring various themes in Hawaiian Studies, including origins, land use and tenure, historical perspectives, language, spirituality, art, and contemporary issues. Course will focus largely on Hawai`i as our home land/base, but will also include relevant information and discussion on similar issues throughout Polynesia and the Pacific.

**HWST -96 Selected Topics in Hawaiian (v 1-6)**

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

**HWST -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**HAWAIIAN-PACIFIC STUDIES**

**HPST 212 Pa`a Ke Kahua: Hula Foundations (3)**

This is an introductory course on basic foundations of Hula (Hawaiian dance) that incorporates a survey of the history and literature of hula with the learning and performing of dances and chants. We will study hula in both its traditional and contemporary aspects. In this course, we will learn the feet movements that are foundational to hula, as well as several dances that represent the various aspects of hula that we will study.

**HPST 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. (Cross-list HUM 304)

**HPST 312 Kūnihi Ka Mauna: Hula Journeys (3)**

Pre: HAW 101, HWST 107, or prior hula experience with consent of instructor.

This course will incorporate the learning and performance of hula (Hawaiian dance) and oli (chant) with the study of origins, histories, literatures, and contemporary practices of hula. (DA)

**HPST 327 Mālama `Āina: Land-Based Literacies (var 1-3)**

Pre: HWST 107, HAW 102 or consent of instructor.

Study of traditional Hawaiian cultural practices through active engagement at various work sites, such as lo`i (wetland garden),

loko i'a (fishponds), and in other 'āina (land) and kai (ocean) practices. These site visits will be supplemented with lectures and/or readings.

**HPST 328 Culture and Environment (3)**

Pre: GEOG 102 or HWST 107 or PACS 108 or HUM/HPST 304.

The course provides an introduction to cultural geography, the cultural landscape, and built environment. It focuses on the relationship between culture and the environment as reflected in the cultural landscape. Through this course students learn to "read" landscapes as text that represent and reproduce culture. This practical component will help students understand how our environment works to express collective values and meanings, and also to reproduce social relations. (Cross-list GEOG 328) (DH)

**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 365 Geography of the Pacific (3)**

In this course, we will study the geography of the Pacific Islands or Oceania, a geographic realm that encompasses the regions of Melanesia, Micronesia, and Polynesia. Within this geographic realm, Hawai'i is an integral part being strategically located at the crossroads of cultural, social, economic, and political exchanges between the East and West and its Pacific Island neighbors. (Cross-list GEOG 365).

**HPST 380 Field Archaeology: Pre-European Times (3)**

Students will learn the techniques of archaeological fieldwork with a focus on the archeology of pre-European and early post-European contact times in the Hawaiian Islands and the Pacific. Lectures cover the history and settlement patterns of the lands (ahupua'a) within the district (moku) in which the field site is located (based on archaeology, oral history and archival information), site and artifact types, archaeological field techniques, lab analyses, historic preservation laws, and case studies. Hands-on fieldwork will occur at Native Hawaiian historic sites, primarily of pre-European age, and will include mapping and excavation. (Cross-list ANTH 380)

**HPST 381 Hawai'i Politics (3)**

What are Hawai'i'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)**

Pre: ENG 100.

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 diver O'ahu se 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/HIST 437)

**HPST 440 Kānāwai Hawai'i: Native Hawaiian Law (3)**

Pre: HWST 107 or HPST/HUM 304.

This course will examine the ways in which Native Hawaiians have engaged with, and been engaged by, this thing known as "kānāwai" in Hawaiian and "law" in English. We will study traditional Hawaiian forms of law and also trace the evolution of law in Hawai'i following American and European contact. The course will include an examination of the ways that international law, as well as US federal and state legislation and judicial decisions have affected and continue to affect Native Hawaiian identity, rights, and entitlements in the modern era. (Cross-list POLS 440)

**HPST 450 Pacific Islanders Diaspora Experiences (3)**

Pre: HWST 107 or PACS 108 or HPST/HUM 304.

This interdisciplinary course is an overview of today's Pacific from the perspective of its native peoples and explores the complexities of Pacific Islander American experiences. We will examine the historical relationships between the USA and Pacific Island nations, Pacific Islander migrations to the Pacific Rim countries mainly the United States including Australia and New Zealand, as other important nations in the diaspora experience of Pacific Islanders.

**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, demo-

graphic 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 476 Contemporary Literature of Hawai'i (3)**

Pre: ENG 100.

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) (DH)

**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)**

Pre: ENG 100.

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 489 Political Conflict in the Pacific(3)**

Pre: GEOG 102 or HPST/GEOG 365.

This course examines historical, social, cultural, economic and political factors producing tension and conflict in Oceania, as well as ongoing attempts at conflict resolution. Topics covered may include colonial and political developments and post-colonial arrangements, socioeconomic issues, governance, indigenous and western legal forms. The course analyzes these issues from a multi-disciplinary lens. Case studies will be used to examine the themes and will integrate indigenous perspectives from the region to give a holistic analysis of these issues. (Cross-list POLS 489)

**HPST 490 Senior Practicum (3)**

Pre: Consent of instructor; and one class of upper division writing-intensive (WI) course work.

Students are provided an internship with an appropriate community agency. As an intern, the student is delegated the responsibility of developing a 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 and its relationship to the field of Hawaiian-Pacific Studies. Note: Students participating in practicum must sign UH

West O'ahu's Assumption of Risk and Release form. This form must be completed prior to beginning this off-campus activity.

**HPST 491 Senior Project (3)**

Pre: Consent of instructor; and one class of upper division writing-intensive (WI) course work.

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 field of Hawaiian-Pacific Studies. 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.

**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. A: Hawaiian & Polynesian Warfare. May be repeated for credit towards graduation with different focus/topics.

**HPST -96 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 -99 Directed Reading and Research (v)**

Pre: Instructor approval.

To be arranged with the instructor.

**HISTORY**

**HIST 151 World Civilizations to 1500 (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

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. (FGA)

**HIST 152 World History Since 1500 (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

History of the world from 1500 to the present. Includes historical narratives and global perspectives on human societies and cross-

cultural interactions, and also ways to think about the past and use primary sources. (FGB)

**HIST 231 European Civilization, 1500-1800**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22.

This lower-division survey course examines a three hundred year interval known as the early modern period of European history. Topics include religious conflict, property and crime, gender and sexuality, scientific inquiry, witchcraft, overseas settlement, and the transatlantic slave trade. Through a combination of lectures, major historical problems, issues of interpretation and historical scholarship on the period, with an emphasis on developing skills in primary-source analysis and critical thinking. (DH)

**HIST 232 Modern European Civilization (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This is a lower division survey course designed to provide an overview of the major historical events, developments, and modes of thoughts in Europe from the eighteenth century through the present. Through a combination of lectures and class discussions, students will be introduced to the major historical problems, issues of interpretation, and historical scholarship on the period, with an emphasis on developing skills in primary-source analysis and critical thinking. Topics to be addressed include the development of the nation and nationalism, scientific thought, industrialization and class conflict, imperialism, fascism, and communism, and a multitude of social struggles centered on gender, race and sexuality. (DH)

**HIST 241 Civilizations of Asia (3)**

Pre: placement into ENG 100 or concurrent enrollment in ENG 22.

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.

**HIST 281 Introduction to American History I (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course provides a survey of the history of the United States from the beginnings of European explorations of North America to the close of the Civil War. We will cover, among other things, the European settlement of America, Native American responses to Europeans, the British colonies in North America, the American Revolution, the development of slavery, westward movement into Native American lands and the Civil War.

**HIST 282 Introduction to American History II (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This course provides a survey of the history of the United States

from the end of the Civil War to the present. The subjects covered will include Reconstruction, industrialization, immigration, urbanization, populism and progressivism, imperialism, World War I, the 1920s, the Great Depression and the New Deal, World War II, post-war politics, Korea and the Cold War, Vietnam, the Civil Rights movement, the conservative reaction, and the new world of the 21st Century.

**HIST 306 History of Southeast Asia (3)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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 325 Asian Economies, Business and Consumers (3)**

Pre: ENG 100.

The world economy is undergoing a dramatic transformation with the rapid rise of China, and the global reach of the Japanese and South Korean economies. This course will look at the business, economies, and consumers of East Asia in a historical, cultural and business perspective. The period covered runs from pre-modern Asian economies in the 19th century through the 20th century, and especially focuses on post-WWII economic development. Students will also receive hands-on experience with Asian businesses via field trips and guest speakers. (Cross-list BUSA 325)

**HIST 328 Modern Korea (3)**

Pre: ENG 100.

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 329 Cold War in Asia (3)**

Pre: ENG 100.

This course will study how the Cold War between the U.S. and the Soviet Union (1947-1991) played a major role in shaping the political, cultural, and social landscape of East Asia and Southeast Asia. In this course we will analyze the Cold War events such as the Korean War, and the Vietnam War from an Asian perspective. We will also look at other events such as the reconstruction of Japan and South Korea, American policy towards China, and the U.S. involvement in Indonesia and the Philippines. A portion of the class will also show how the Cold War in Asia affected Hawai'i.

**HIST 350 History of Terrorism (3)**

Pre: ENG 100.

This course will explore outbreaks of terrorism in a variety of world regions and historical contexts, including the 19th century

anarchists, Latin American guerrilla groups of the 1960s and 1970s, the Irish Republican Army, the German Red Army Faction, and contemporary Islamic extremists. We will consider the goals, strategies, and self-conceptions of would-be terrorists, as well as state counter-terror responses and the broader cultural impact of extended terror scares.

**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 361 U.S. Women's History (3)**

Pre: ENG 100.

Our understanding of the past is transformed when we consider it through women's experiences. This course surveys American history and examines the broad themes that have shaped women's lives in the United States from the colonial period to the present. Topics covered include the movement for suffrage, women reformers and activists, and women and wars. While tracing larger trends and identifying common experiences, we will also pay close attention to the specific experiences of individual women in order to shed light on the differences and divisions among them.

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

Pre: ENG 100.

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)**

Pre: ENG 100.

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 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/HPST 437)

**HIST 443 Nazi Germany (3)**

Pre: ENG 100.

This course will examine the dramatic rise and fall of the Nazi movement in Germany, beginning with the turbulent political climate of the 1920s and moving through the Second World War. The course will place the Nazi party within a broader social context by looking at the political and cultural experimentation of the Weimar Period (1919-1933) and the National Socialist response to the challenges of modernity: the construction of a utopian “racial state” and a German-dominated world order. We will study the structure of the Nazi state, the culture wars of the 1920s and 1930s, the significance of Hitler in the Third Reich, the march toward World War, and the Nazis’ “war against Jews”--the Holocaust. (DH)

**HIST 459 Europe Since 1945 (3)**

Pre: ENG 100.

This upper-division seminar will examine the major events and developments of postwar, Cold War, and contemporary Europe. Through a combination of mini-lectures and class discussions, we will explore a variety of historical problems, issues of interpretation, and historical scholarship on the period, with an emphasis on developing skills in critical thinking and understanding the origins of the challenges Europe and the world grapple with today. Topics include postwar reconstruction, decolonization, Stalinism and the Cold War, 1960s/70s radicalism, changing gender relations, and the influx of immigrants of non-European origin, who have helped to dramatically transform European national identities and popular culture. (DH)

**HIST 461 The British in America: 1607-1763 (3)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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)**

Pre: ENG 100.

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 487 Hawai'i During World War II**

Pre: ENG 100.

Owing to Hawai'i's role in the Second World War and the sudden intensification of American military activity, the lives of kama'aina were permanently altered, as the Hawaiian Islands became more deeply integrated into mainstream American culture and politics. Topics for discussion in this course include martial law, race relations, gender relations, the militarization of O'ahu, community mobilization, the internment of civilians, and the experience of Japanese American men who volunteered for the armed forces.

**HIST 488 Twentieth Century Hawai'i (3)**

Pre: ENG 100.

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 490 Senior Practicum (3)**

Pre: Consent of instructor; and one class of upper division writing-intensive (WI) course work.

Students are provided an internship with an appropriate community agency. As an intern, the student is delegated the responsibility of developing a 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. Note: Students participating in practicum must sign the UHWO Assumption of Risk and Release form. This form must be completed prior to beginning this off-campus activity.

**HIST 491 Senior Project (3)**

Pre: Consent of instructor; and one class of upper division writing-intensive (WI) course work.

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.

**HIST -96 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 -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**HUMANITIES**

**HUM 300 Humanities Seminar (3)**

The Humanities Seminar further emphasizes the multi-disciplinary perspectives important in Humanities. Each Humanities faculty member will give at least one lecture on their teaching and research interests, which will illustrate to students how the different disciplines contribute to an understanding of the 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. (Cross-list HPST 304)

**HUM 390 Teaching Writing (4)**

Pre: ENG 200 or consent of instructor.

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.

**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 UHWO Assumption of Risk and Release Form. This form must be completed and returned to the instructor prior to beginning this off-campus activity.

**HUM -96 Selected Topics in Humanities (v 1-6)**

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

**HUM -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**INFORMATION AND COMPUTER SCIENCE**

**ICS 101 Digital Tools for the Information World (3)**

An introductory survey of computers and their role in the information world emphasizing computing terminology, hardware, and software. Opportunities for “hands-on” experience using applications software may include spreadsheets, word processing, presentations, communications, and databases.

**ICS 111 Introduction to Computer Science I (3)**

Pre: ICS 101 or equivalent.

Intended for Computer Science majors and all others interested in a first course in programming. An overview of the fundamentals of computer science emphasizing problem solving, algorithm development, computer language coding, implementation, and debugging/testing using an object-oriented programming language.

**ICS 211 Introduction to Computer Science II**

Pre: ICS 111.

Reinforce and strengthen problem solving skills using more advanced features of programming languages and algorithms such as recursion, pointers, and memory management. Emphasize the use of data structures such as arrays, lists, stacks, and queues.

**INFORMATION SECURITY AND ASSURANCE**

**ISA 320 Fundamentals of Secure Software Programming (3)**

Pre: ICS 111 or equivalent.

This course primarily focuses on security throughout the software development lifecycle. This means knowing and understanding common risks (including implementation bugs and architectural flaws), designing for security, and subjecting software artifacts to thorough, objective risk analyses and testing.

**ISA 330 Introduction to Proactive System Security (3)**

Pre: CENT 275 or equivalent.

This course introduces students to how hackers attack computers and networks and how to protect against these attacks. This is a hands-on learning course where students will be exposed to and perform many of the various types of attacks in order to understand how to defend against them. Legal implications and ethical issues will also be addressed.

**ISA 340 Introduction to Digital Forensics (3)**

Pre: CENT 275 or equivalent.

This course is designed to provide the students with a good understanding on the field of digital forensics. The course will focus on the field of Digital Forensics including legal and investigative viewpoints. Forensic analysis and digital evidence over a wide range of technologies (like Networks, mobile devices, and Windows, Linux, Mac and embedded systems) will be reviewed.

**ISA 400 Management of Information Security (3)**

Pre: CENT 275 or 305 or equivalent.

This course primarily focuses on the managerial aspects of information security, such as access control models, information security governance, and information security program assessment and metrics. Coverage on the foundational and technical components of information security is included to reinforce key concepts.

**ISA 450 Modern Cyber Conflicts (3)**

Pre: CENT 275 or 305 or equivalent.

Intended for Computer Science majors and all others interested in a first course in programming. An overview of the fundamentals of computer science emphasizing problem solving, algorithm development, computer language coding, implementation, and debugging/testing using an object-oriented programming language.

**INFORMATION TECHNOLOGY**

**ITS 410 IT Project Management (3)**

Pre: BUSA 345 or a 300-level CENT or ITS course.

This course exposes the student to and provides the opportunity for students to practice the application and integration of the project management body of knowledge (PMBOK) areas to managing information technology (IT) projects. The primary focus of this

course is on project management principles associated with managing an IT project's goal, scope, schedule, and budget. Some additional topics that will be covered include quality, risk and knowledge management as well as software tools that support the activities associated with project management. (Cross-list BUSA/CENT 410).

## MANAGEMENT

### **MGT 301 Business Ethics (3)**

This course explore a wide range of ethical issues in all areas of business to which employees are exposed and focuses on moral reasoning in business, moral issues within the corporation, and ethics in international business. The course also gives students a comprehensive review of ethics and the knowledge to recognize ethical dilemmas and resolve them through active deliberation and sound decision making in the new millennium.

### **MGT 310 Principles of Management**

This course explores the rich field of management in theory and practice, and as both a science and an art. The course also addresses the role of managers in the current world of rapid change, increased competitive forces, and increased expectations for the successful performance of employees and organizations. The student will leave this course with a solid background in the nature and work of management and managers. Applications of concepts to current workplace issues will be stressed.

### **MGT 320 Fundamentals of Entrepreneurship & Small Business Management (3)**

Pre: MGT 310.

This course will provide students with the knowledge and tools they need to launch a business so that it has the greatest chance of success. The course also addresses the unique entrepreneurial experience of conceiving, evaluating, crating, managing, and potentially selling a business.

### **MGT 322 Leadership in Organizations (3)**

Pre: MGT 310.

This course examines organizational leadership in the context of managing continuous change. Topics include models and theories of leadership, leading organizational culture, power and influence, theories and applications of change management, and leading innovation and organizational learning.

### **MGT 325 Operations Management (3)**

Pre: MGT 310.

This course depicts how operations managers analyze processes ensure quality, create value, and manage the flow of information regarding products and services. An increased emphasis is placed on supply chain management, designing and managing operations.

### **MGT 330 Human Resource Management (3)**

Pre: MGT 310.

This course will address authoritative and accurate information on Human Resource related responsibilities and personnel management by focusing on practical applications, concepts, and techniques that all managers can use in business.

### **MGT 341 Behavior in Organizations (3)**

Pre: MGT 310.

This course in organizational behavior encompasses the study of individual and group behavior in organizational settings. Managing organizational behavior challenges individual and group behavior in organizational settings. Managing organizational behavior challenges individuals to understand and embrace human processes, group dynamics, elements of influence and power, and organizational processes.

### **MGT 350 Managing Change in Organizations (3)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22.

This course will focus on making organizational change the centerpiece, as other topics to include organizational theory and design, organizational culture and change, and the recent trends in real-world managing techniques are also examined. (Cross-list BUSA 350)

### **MGT370 Global External Environment (3)**

Pre: ENG 100 or concurrent enrollment in ENG 22.

This course will examine the impact of the non-business environment (country and political risk) on foreign direct investment and international trade decisions. Students will learn to assess the impact of ethnic tensions, terrorism, political instability, corruption, and other risk factors on business operations. An emphasis will be placed on understanding the relationship between socio-economic factors and global business. (Cross-list BUSA 370)

## MATHEMATICS

### **MATH 100 Survey of Math (3)**

Pre: Grade of "C" or better in MATH 25, or MATH 82, or equivalent within the past two years; placement into MATH 100; or consent of instructor.

This course covers selected mathematical topics in an effort to acquaint students with examples of mathematical reasoning. Upon successful completion of the course, students should be able to: model applied problems symbolically and perform manipulations on the symbols within an appropriate mathematical or logical formal system; distinguish between a rigorous proof and a conjecture; author an elementary proof; apply formal rules or algorithms to solve numeric, symbolic, graphical and/or applied problems; and assess the reasonableness of, then appropriately communicate, the solutions to problems. Math 100 is not intended as, and does not qualify as, a prerequisite for advanced mathematics courses. (FS)

**MATH 103 College Algebra (3)**

Pre: Grade of “C” or better in Math 25, or MATH 82, or equivalent within the past two years; placement into MATH 103.

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. (FS)

**MATH 111 Mathematics for Elementary School Teachers I (3)**

Pre: Grade of C or better in MATH 103 or equivalent course work within the past two years; or placement into MATH 111; or consent of instructor.

This course is the first in the sequence of two math courses required for students in the K-6 B.Ed. degree program. Emphasis will be placed on problem solving, communication, representation, reasoning, and mathematical connections. Topics covered include operations on sets, natural numbers, integers, fractions, reals, and functions; the properties of these operations; patterns and algebra. Prospective elementary education majors only.

**MATH 112 Mathematics for Elementary School Teachers II (3)**

Pre: Completion of MATH 111 with a grade of “C” or better, or instructor consent.

This course is the second in the sequence of two math courses required for students in the K-6 B.Ed. degree program. Topics covered include operations on the natural numbers and rational numbers; properties of those operations; connections to other parts of mathematics and applications. (FS)

**MATH 135 Pre-Calculus: Elementary Functions (3)**

Pre: Grade of “C” or better in MATH 103 or equivalent course work within the past two years; placement into MATH 135; or consent of instructor.

This course includes a variety of selected mathematical topics designed to acquaint students with a functional approach to algebra, including polynomial, exponential, and logarithmic functions; higher degree equations; inequalities; sequences; the binomial theorem; and partial fractions. This course is recommended for students pursuing further studies in business, economics, mathematics, and/or science-related fields. (FS)

**MATH 140 Pre-Calculus: Trigonometry and Analytic Geometry (3)**

Pre: Grade of “C” or better in MATH 135 or equivalent course work within the past two years; placement into MATH 140; or consent of instructor.

This course is a study of the properties and graphs of trigonometric, circular, and inverse functions; solutions of triangles; identities;

solution of trigonometric equations; conic sections; polar coordinates; and parametric equations. This course is recommended for students pursuing further studies in business, economics, mathematics, and/or science-related fields. (FS)

**MATH 241 Calculus I (4)**

Pre: Grade of “C” or better in MATH 140 or equivalent course work (within the past two years); or placement into MATH 241; or instructor consent.

This course includes a variety of selected mathematical topics including limits, continuity and derivatives. Computations of derivatives—sum, product, and quotient formulas; implicit differentiation; chain-rule. Study of algebraic and trigonometric functions with the analysis of their derivatives. Linear approximation and Newton’s method. Applications of derivatives to maximum-minimum problems and related rate problems. Mean-value theorem. Definite integrals and the Fundamental Theorem of Calculus. Applications of definite integrals to computations of areas, volumes, arc lengths, surface areas, etc. Simple differential equations. Simpson’s rule. (FS)

**MATH 242 Calculus II (4)**

Pre: Grade of “C” or better in MATH 241, or equivalent course work (within the past two years); or placement into MATH 242; or consent of instructor.

This is the second course in the calculus sequence. The course extends differentiation and integration to inverse trigonometric, logarithmic, and exponential functions, and covers such topics as basic techniques of integration, improper integrals, Taylor’s series of functions and their applications and differential equations. (FS)

**MATH 243 Calculus III (3)**

Pre: Grade of “C” or better in MATH 242, or equivalent course work (within the past two years); or placement into MATH 243; or consent of instructor.

Calculus III is the third course in the calculus sequence. The course covers vector algebra and geometry, vector-valued functions and motion in space, polar coordinates, differentiation in several variables, and optimization. (FS)

**MATH 244 Calculus IV (3)**

Pre: Grade of “C” or better in MATH 243, or equivalent course work (within the past two years); placement into MATH 244; or consent of instructor.

Calculus IV is the fourth course in the calculus sequence. The course covers multiple integrals, integration in vector fields, line integrals and Green’s Theorem, surface integrals, and Stokes’ and Gauss’ Theorems. (FS)

**MATH 311 Introduction to Linear Algebra (3)**

Pre: ENG 200 and MATH 243 or concurrent; or equivalent course-work within the past two years; or instructor consent.

Algebra of matrices, linear equations, real vector spaces and transformations. Emphasis on concepts, abstraction, and instruction of careful writing. Students may receive credit for only one of MATH 307 or MATH 311.

**MATH 321 Introduction to Advanced Mathematics (3)**

Pre: ENG 200 and MATH 243 or concurrent; or equivalent coursework within the past two years; or instructor consent. Formal introduction to the concepts of logic, finite and infinite sets, functions, methods of proof and axiomatic systems. Mathematical expression in written form is an integral part of the course.

**MATH 327 History of Mathematics (3)**

Pre: MATH 242 or equivalent coursework within the past two years; or instructor consent. MATH 311 or MATH 321 recommended.

A historical development of mathematical techniques and ideas, including the inter-relationships of mathematics and sciences. Highlights include: Euclidean geometry and number theory including classical constructions, history of calculus, foundations for analysis, polynomial equations, and set theory and logic.

**MATH 351 Foundation of Euclidean Geometry (3)**

Pre: MATH 243; and MATH 321 (or concurrent); or consent of instructor.

This course covers axiomatic Euclidean geometry and an introduction to the axiomatic method, with an emphasis on writing instruction.

**MATH 373 Elementary Statistics (3)**

Pre: MATH 371; or consent of instructor.

This course covers estimation, tests of significance, and the concept of power.

**MATH 411 Linear Algebra (3)**

Pre: Grade of "B" or better in MATH 311; or consent of instructor.

This course covers vector spaces over arbitrary fields, minimal polynomials, invariant subspaces, canonical forms of matrices, unitary and Hermitian matrices, and quadratic forms.

**MATH 412 Introduction to Abstract Algebra (3)**

Pre: MATH 311; or consent of instructor.

This course is an introduction to basic algebraic structures. Topics include: groups, finite groups, abelian groups, rings, integral domains, fields, factorization, polynomial rings, field extensions, and quotient fields with an emphasis on writing instruction. These topics are covered in the year sequence MATH 412-413.

**MATH 413 Introduction to Abstract Algebra (3)**

Pre: MATH 412; or consent of instructor.

This is the second course of a year sequence and should be taken in the same academic year as MATH 412. Emphasis on writing

instruction.

**MATH 480 Senior Seminar (1)**

Pre: One 400-level mathematics course; or consent of instructor.

This course is a seminar for senior mathematics majors, including an introduction to methods of research. A significant portion of class time is dedicated to the instruction and critique of oral presentations. All students must give the equivalent of three presentations. Mandatory CR/NC.

**MATH -96 Selected Topics (v 1-6)**

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

**MATH -99 Directed Reading and Research (v)**

Pre: Instructor approval.

To be arranged with the instructor.

**METEOROLOGY**

**MET 207 Introduction to Atmospheric Studies**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22; and complementary or concurrent enrollment in any 100-level or higher physical or biological science.

This course is designed for students in any major. The objectives of the course are to aid students in developing meaningful and functional understanding of key concepts and interrelations that occur within and between the Earth's Atmosphere, Geosphere, Hydrosphere, and Cryosphere. Topics of study will include, but are not limited to severe weather, El Nino/La Nina, Remote Sensing, and the physical conditions that drive local, regional, and global weather and climate. This course will also provide students with activities that facilitate insight into the nature of science as an intellectual activity and to help students develop more positive attitudes about science and increase their confidence in their ability to do science. (DP)

**MET 209 Introduction to Climate Studies**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22; and completion of or concurrent enrollment in any 100 level or higher physical or biological science.

This course is designed for students in any major. The objectives of the course are to aid students in developing meaningful and functional understanding of key concepts and interrelations that occur within the Earth's Climate. Topics of study will include, but are not limited to Climate Variability and Change, Global Water Cycle, Energy and Mass Transfers, Solar Energy and Climate, and Geoengineering. This course will also provide students with activities that facilitate insight into the nature of science as an intellectual activity and to help students develop more positive attitudes about science and increase their confidence in their ability to do science. (DP)

## MICROBIOLOGY

### MICR 130 General Microbiology (3)

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This introductory course covers the fundamentals of microbiology, and how microorganisms affect people, property, and the environment. Topics covered will include biochemistry, genetics, molecular biology, and physiology of microbes; host-parasite relationships, public health, bacterial, mycotic and viral diseases; epidemiology; ecology of soils and water; environmental pollution; food microbiology; and industrial applications of microbiology. (DB)

### MICR 140L General Microbiology Lab (2)

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This laboratory course complements General Microbiology (MICR 130). Experiments involving aseptic techniques and manipulations of microorganisms under laboratory conditions will be performed to illustrate the basic principles of microbiology. (DY)

## MILITARY SCIENCE AND LEADERSHIP

Note: ROTC courses are held at the University of Hawai'i at Mānoa campus.

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.

### MSL 100 Intro to Physical Fitness (1)

Hands-on participatory course following the Army's physical fitness program. Classes conducted three days per week with Army ROTC cadets. Focus is on aerobic conditioning, muscular strength and endurance. Repeatable three times.

### MSL 101 Intro to Military Science I (2)

Introduces cadets to personal challenges and competencies critical for effective leadership; personal development of life skills such as goal setting, time management, physical fitness, and stress management related to leadership, officership, and the Army profession. Focus on developing basic knowledge and comprehension of Army Leadership Dimensions while understanding the ROTC program, its purpose in the Army, and its advantages for the student.

### MSL 101L Intro to Military Sci I Lab (1)

Practical application in adventure training, one-rope bridges, rifle marksmanship, land navigation, drill and ceremonies, physical training.

### MSL 102 Intro to Military Science II (2)

Overviews leadership fundamentals such as setting direction, problem-solving, listening, presenting briefs, providing feedback and using effective writing skills. Explores leadership values, attributes, skills, and actions in the context of practical, hands-on, and interactive exercises. Cadre role models and building relationships among cadets through common experience and practical interaction are critical.

### MSL 102L Intro to Military Sci II Lab (1)

Practical application in adventure training, one-rope bridges, rifle marksmanship, land navigation, drill and ceremonies, physical training.

### MSL 201 Intermediate Military Sci I (3)

Explores creative and innovative tactical leadership strategies and styles through historical case studies and engaging in interactive student exercises. Cadets practice aspects of personal motivation and team building by planning, executing, and assessing team exercises. Focus is on continued development of leadership values and attributes through understanding of rank, uniform, customs and courtesies.

### MSL 202 Intermediate Military Sci II (3)

Challenges of leading complex, contemporary operational environments. Dimensions of cross-cultural challenges of leadership in a constantly changing world are highlighted and applied to practical Army leadership tasks and situations. Cadets develop greater self awareness as they practice communication and team building skills, and tactics in real world scenarios. Provides a smooth transition to MSL 301.

### MSL 203 ROTC Basic Camp (6)

Pre: Consent.

Four-week summer course conducted at Ft. Knox, Kentucky. Substitutes for ROTC basic course (101, 102, 201, and 202) and fulfills course requirement for admission to ROTC advanced courses. Credit will be given for 203 or basic courses, but not both.

### MSL 301 WI Leading Small Organizations I (4)

Pre: MSL 201, 202, consent of instructor.

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.

### MSL 302 Leading Small Organizations II (4)

Pre: MSL 301, consent of instructor.

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.

**MSL 303 ROTC Advanced Camp (6)**

Pre: MSL 301, 302, consent of instructor.

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.

**MSL 391 WI American Military History (3)**

Pre: Consent of instructor.

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.

**MSL 399 Directed Reading and Research (v)**

Pre: Consent of instructor.

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 2.0 or better.

**MSL 401 WI Leadership Challenges and Goal Setting (4)**

Pre: MSL 301, 302, consent of instructor.

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.

**MSL 402 Transition to Lieutenant (4)**

Pre: MSL 401, consent of instructor.

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.

**MSL 499 Directed Reading and Research (v)**

Pre: Consent of instructor.

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 2.0 or better.

**MUSIC**

**MUS 106 Introduction to Music Literature (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This introductory music survey course explores elements, forms and styles of music from the Middle Ages to the present. Emphasis

is placed on active listening and the discovery of music's cultural and historical contexts. Live music concert attendance is required. (DH)

**MUS 107 Music in World Cultures (3)**

An exploration of folk, popular, and art music from major regions of the world, with particular emphasis on Asia and the Pacific. Examines music as an expressive culture with regional differences in sound organization and style, highlighting the relationship between music and the society that produces it. (DH)

**MUS 108 Fundamentals of Western Music (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

In this introductory course which requires no music background, basic concepts of music as an expressive art form in Western culture are explored, including the acculturation of Western music in Hawaii. Students assume roles of active listener, performer, and composer. Basic music literacy is developed through regular reading, writing, listening and music-making assignments. (DA)

**MUS 114 University Chorus (2)**

Rehearsal and performance of choral literature from the Renaissance to the present. Vocal technique, musicianship, listening and ensemble skills are emphasized. Open to all students, faculty and the community (audition necessary for section placement). Repeatable unlimited number of times, but credit limited to twelve (12) credits. (DA)

**MUS 121B Beginning Voice (2)**

Basic vocal performance skills for the beginning voice student. Relevant problems in the literature, with special focus on breath management, tone production, pitch and rhythmic accuracy, clarity of diction, expression and emotion, and stage presence. Solo performance of literature is required. Repeatable up to four (4) credits. (DA)

**MUS 121D Beginning Guitar (2)**

Basic principles of guitar performance through study of Hawaiian mele and other popular songs; emphasis on practice and performance strategies. Includes exploration of basic rudiments of music, basic instrument care, and the history of guitar in Hawaii. Intended for students with little or no guitar music experience. Repeatable for up to four (4) credits. (DA)

**MUS 121F Slack Key Guitar (2)**

Basic principles of slack key guitar performance, and relevant problems in literature. Students learn to play two G tunings. This course is intended for students with little or no background in slack key guitar playing. Ability to read music is not required. (2 hour lecture/lab). Repeatable for up to four (4) credits. (DA)

**MUS 121Z Beginning Ukulele (2)**

Basic principles of `ukulele performance through study of Hawaiian mele and other popular songs; emphasis on practice and performance strategies. Includes exploration of basic rudiments of music, basic instrument care, and the history of the `ukulele in Hawaii. Intended for students with little or no `ukulele music experience. Repeatable for up to four (4) credits. (DA)

**MUS 208 Introduction to Songwriting (3)**

Pre: Must sing or play an instrument.  
Project-based introductory course in songwriting, focusing on lyric and music creation, and basic music theory concepts including rhythm, meter, pitch, melody and harmony. Students gain an awareness of the music industry through interactive talk-story sessions with local guest artists and exploration of basic digital audio recording techniques. (DA)

**MUS 211 Introduction to Hawaiian Ensemble (2)**

Pre: Able to play a guitar, ukulele or bass, and/or sing.  
Performance of Hawaiian music for groups of various sizes at an introductory level. Exploration of basic principles of ensemble performance and relevant problems in the literature. Students learn to play while singing. Ability to read music not required. Repeatable up to 4 credits. (DA)

**MUS 240 Introduction to Music Technology (3)**

Recommended Pre: MUS 108, 114, or 121 (alpha)  
Description: A project-oriented introduction to tools and technology currently used to create and disseminate music and multi-media. Hands-on use of software (multi-track MIDI and digital audio sequencers, music notation, web authoring and movie creation programs) and hardware (microphone, digital audio interface, MIDI keyboard, computer). Emphasis on practical skills which include recording, editing, and mixing. Recommended: MUS 108, 114, 121(alpha) or consent. Basic computer skills required.

**MUS 280 Basic Theory and Aural Skills (3)**

Pre: MUS 108 or consent.  
In this introductory course to the music theory sequence, students develop skills in music reading and music perception through notation, sightsinging and dictation exercises.

**MUS 281 Music Theory I (2)**

Pre: MUS 280 or instructor consent.  
Coreq: MUS 283 or instructor consent.  
In this first of three sequential core music theory courses (Theory I-III) for the music concentration, students study of the materials and organization of Western music through analysis, writing, and keyboard applications. Basic concepts, elements and structures of Western music are explored.

**MUS 282 Music Theory II (2)**

Pre: MUS 281 or instructor consent.  
Coreq: MUS 284 or instructor consent.  
In this second of three sequential core music theory courses (Theory I-III) for the music concentration, students continue the study of the materials and organization of Western music through analysis, writing, and keyboard applications, including a final song-writing project. Basic concepts, elements and structures of Western music are explored.

**MUS 283 Aural Training I (1)**

Pre: MUS 280 or instructor consent.  
Coreq: MUS 281 or instructor consent.  
In this first of two sequential core aural training courses (Aural Training I-II) for the music concentration, students improve aural skills and general musicality through sight-singing; rhythmic, melodic, and harmonic dictation; and error detection. Students progress in their ability to hear music notation internally (i.e., without the aid of an instrument) and to notate musical sounds they hear.

**MUS 367 History of American Pop Music (3)**

Pre: ENG 100.  
An examination of American popular music from the 19th through 21st centuries with emphasis on the music's relation to cultural and historical contexts, and technological and aesthetic developments. Listening and discussions focus on a variety of music including jazz, blues, rock and roll, reggae and hip hop. (DH)

**OCEANOGRAPHY**

**OCN 201 Science of the Sea (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.  
This course is an overview of the science of oceanography. Topics covered include the physical and chemical properties of seawater, waves, tides, currents, the geology of the ocean floor, life in the ocean, human use of ocean resources, and environmental concerns.

**PACIFIC ISLANDS STUDIES**

**PACS 108 Pacific Worlds: Introduction to Pacific Islands Studies (3)**

This course introduces students to issues involving the Pacific colonization, diaspora, governance, regionalism, globalism, tourism, development, and contemporary events of the Pacific Islands region also known as Oceania. (DS)

**PHARMACOLOGY**

**PHRM 203 General Pharmacology (3)**

Pre: BIOC 141, BIOL 141/142.  
This course is designed to build an understanding of the fundamen-

tal principles of drug therapy, including the application of specific drugs in the treatment of disease; normal and abnormal responses to drug therapy; and the appropriate nursing actions to achieve the desired outcome of drug therapy. This course is a required course for all nursing students and students in other related fields of study.

## PHILOSOPHY

### **PHIL 100 Introduction to Philosophy: Survey of Problems (3)**

Discussion of great philosophical problems such as our knowledge of reality, the freedom of the will, the relation of the mind and body, the sources of self-identity, the meaning of life and the existence of God. (DH)

### **PHIL 102 Introduction to Philosophy: Asian Traditions (3)**

Discussion of great philosophical traditions of Asian civilizations such as, but not limited to, India, China, and Japan.

### **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.

### **PHIL 211 Ancient Greek and Roman Philosophy (3)**

A study of ancient Greek and Roman philosophies such as, but not limited to, Presocratics, Plato, Aristotle, and Hellenistic philosophy.

### **PHIL 213 Modern Western Philosophy (3)**

A study of 17th-18th century Western philosophies such as, but not limited to, Descartes, Locke, Leibniz, Berkeley, Hume, and Kant.

### **PHIL 220 Introduction to Feminism (3)**

Study of feminism as a philosophical movement of the 20th century, its historical background, and contemporary feminist issues and theories.

### **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 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 312 Ethical Studies (3)**

Study of major ethical theories such as Virtue Ethics, Deontology, Utilitarianism, Existential Ethics, and Care Ethics as well as contemporary ethics issues such as abortion, death penalty, same-sex marriage, and bio-ethics.

### **PHIL 325 Philosophy of Economics (3)**

Study of the philosophical basis of modern economic systems, the role of economics in social life and the competing visions of society.

### **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.

### **PHIL 418 Feminist Philosophy (3)**

A study of contemporary developments of feminist philosophy in various areas such as, but not limited to, history of philosophy, ethics, epistemology, phenomenology, science, and religion.

### **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 (alpha) 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. A: Buddhism; B: Confucianism; C: Daoism.

**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)

**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 490 Senior Practicum (3)**

Pre: Consent of instructor; one class of upper division writing-intensive (WI) course work.

Internship with an appropriate community agency relating to the application of philosophy. Students must sign the UHWO Assumption of Risk and Release form prior to beginning practicum.

**PHIL 491 Senior Project (3)**

Pre: Consent of instructor; one class of upper division writing-intensive (WI) course work.

An in-depth research project focusing on a particular problem or issue in philosophy.

**PHIL -96 Selected Topics in Philosophy (v 1-6)**

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

**PHIL -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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

**PHYSIOLOGY**

**PHYL 141 Human Anatomy and Physiology I (3)**

Pre: Completion of ENG 100; and completion of or concurrent enrollment in CHEM 161.

The first semester of a comprehensive two-semester course which provides a thorough introduction to the structure and function of

the human body. This course covers gross anatomy, histology, and physiology of the cells and tissues, and the integumentary, skeletal, muscular and nervous systems. Students will be expected to learn the details of anatomy and physiology as well as applying those details in the broader context of whole body function and homeostasis. (DB) (Prev ZOOL 141)

**PHYL 141L Human Anatomy and Physiology Lab I (1)**

Coreq: PHYL 141.

Laboratory to accompany Human Anatomy and Physiology I. Reinforces major concepts of human anatomy and physiology through dissections, examination of models, laboratory experiments, and other hands-on activities. (DY) (Prev ZOOL 141L)

**PHYL 142 Human Anatomy and Physiology II (3)**

Pre: PHYL 141 and 141L.

The second semester of a comprehensive two-semester course which provides a thorough introduction to the structure and function of the human body. This course covers gross anatomy, histology, physiology of the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, reproductive systems, as well as basic concepts of inheritance and development. Students will be expected to learn details of anatomy and physiology as well as applying those details in the broader context of whole body function and homeostasis. (DB) (Prev ZOOL 142)

**PHYL 142L Human Anatomy and Physiology Lab II (1)**

Pre: PHYL 141 and 141L.

Coreq: PHYL 142.

Laboratory to accompany Human Anatomy and Physiology II. Reinforces major concepts of human anatomy and physiology through dissections, examination of models, laboratory experiments, and other hands-on activities. (DY) (Prev ZOOL 142L)

**PHYSICS**

**PHYS 100 Survey of Physics (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: PHYS 100L.

This course and its laboratory will introduce basic principles of Physics. It is designed for non-science majors. The following concepts will be discussed: mechanics, electricity and magnetism, waves, optics, atomic and nuclear physics. Emphasis will be on learning how things work. (DP)

**PHYS 100L Survey of Physics Laboratory (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: PHYS 100.

This course and its laboratory will introduce basic principles of

Physics. It is designed for non-science majors. The following concepts will be discussed: mechanics, electricity and magnetism, waves, optics, atomic and nuclear physics. Emphasis will be on learning how things work. (DY)

## **POLITICAL SCIENCE**

### **POLS 110 Introduction to Political Science (3)**

Pre: ENG 100.

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. (DS)

### **POLS 130 Introduction to American Politics (3)**

Pre: ENG 100.

This course will serve as an introduction to central concepts of the American political system and will prompt students to gain a basic understanding of the three-branch structure of American government, the balance of power between the executive, legislative and judicial branches of government, as well as policy issues raised by each of those segments of the American political structure. It will also encourage students to revise their assumptions about American politics. Finally, the course will address issues of civic engagement and citizenship.

### **POLS 302 Political Philosophy (3)**

Pre: ENG 100; ENG 200 recommended.

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 306 Comparative Politics**

This course is designed to give students an understanding of the value and limits of a comparative approach to dealing with political conflict and transformation. It focuses on two or more distinct national and regional political orders, and does so with awareness of an increasingly globalized and crisis-plagued world economy.

### **POLS 308 Science and the Modern Prospect (3)**

Pre: ENG 100; ENG 200 recommended.

Examines the history, philosophy and politics of science. Studies 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)**

Pre: ENG 100; ENG 200 recommended.

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)**

Pre: ENG 100; ENG 200 recommended.

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)**

Pre: ENG 100; ENG 200 recommended.

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. (DS)

### **POLS 330 American Politics (3)**

Pre: ENG 100; ENG 200 recommended.

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 335 Politics of Food (3)**

Pre: ENG 100; ENG 200 recommended.

In this course, students will learn about the processes of food production and how government and corporate involvement have

changed the way society eats. We will discuss how food has shaped global history. This class should serve as a space to question our assumptions about political issues surrounding food production and consumption, the links between agribusiness and the food we put on our respective tables, as well as a new way of understanding food issues through a political perspective. (DS)

### **POLS 339 Feminist Theory (3)**

Pre: ENG 100; ENG 200 recommended.

This class will examine current debates in feminist theory by questioning race, class, gender and sexual orientation as analytic categories through various lenses. Four key components of the class follow: 1) the background to understanding mainstream feminist theory to serve as a baseline; 2) the uses of writing about sexuality further feminist thought; 3) the intersection of post-colonial thought with feminist theory as well as writings by feminists of color and Third World feminists; and 4) the epistemology behind some of the preceding issues.

### **POLS 342 Indigenous Peoples and Modernity (3)**

Pre: ENG 100; ENG 200 recommended.

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)**

Pre: ENG 100; ENG 200 recommended.

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)**

Pre: ENG 100; ENG 200 recommended.

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)**

Pre: ENG 100; ENG 200 recommended.

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)**

Pre: ENG 100; ENG 200 recommended.

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)**

Pre: ENG 100; ENG 200 recommended.

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 430 Politics and Film (3)**

Pre: ENG 100; ENG 200 recommended.

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 440 Kānāwai Hawai'i: Native Hawaiian Law (3)**

Pre: HWST 107 or HPST/HUM 304.

This course will examine the ways in which Native Hawaiians have engaged with, and been engaged by, this thing known as “kānāwai” in Hawaiian and “law” in English. We will study traditional Hawaiian forms of law and also trace the evolution of law in Hawai'i following American and European contact. The course will include an examination of the ways that international law, as well as US federal and state legislation and judicial decisions have affected and continue to affect Native Hawaiian identity, rights, and entitlements in the modern era. (Cross-list HPST 440)

**POLS 450 Pacific Asian Politics (3)**

Pre: ENG 100; ENG 200 recommended.

This course examines the political and social factors which determine domestic and foreign policy in China, Japan, India and other Asian nations as well as these countries' political and socio-economic links with and throughout the Pacific/Oceania. Topics covered include: political development, immigration and economic issues, government institutions, the forced shaping political decisions and processes of revolution. Previously Asian Politics.

**POLS 489 Political Conflict in the Pacific(3)**

Pre: GEOG 102 or HPST/GEOG 365..

This course examines historical, social, cultural, economic and political factors producing tension and conflict in Oceania, as well as ongoing attempts at conflict resolution. Topics covered may include colonial and political developments and post-colonial arrangements, socioeconomic issues, governance, indigenous and western legal forms. The course analyzes these issues from a multi-disciplinary lens. Case studies will be used to examine the themes and will integrate indigenous perspectives from the region to give a holistic analysis of these issues. (Cross-list HPST 489)

**POLS -96 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 -99 Directed Reading and Research (v)**

Pre: Instructor approval.

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.

**PSY 212 Survey of Research Methods (3)**

Pre: ENG 100, PSY 100 and completion or concurrent enrollment in SSCI 210.

A survey of the empirical methods used in psychological research. Topic covered include the scientific method; reviewing literature for hypothesis development; ethical issues in research; the operational definition of variables; observational, self-report and experimental methods; data analysis; inferential hypothesis testing; and the American Psychological Association writing style.

**PSY 231 Physiological Psychology (3)**

Pre: ENG 100 and PSY 100.

A survey of the neural and physiological basis of human behavior. This course examines the organization of the nervous system, basic neurophysiology, biological drivers (e.g., eating, drinking, and sexuality), emotions, sleep/wake cycles, brain development, sensory systems, and the neural basis of learning, memory and selected psychopathologies.

**PSY 240 Developmental Psychology (3)**

Pre: ENG 100 and PSY 100.

This course is designed to explore historical and contemporary perspectives in typical and atypical human growth, development and learning styles. Utilizing a systemic perspective, the course examines physical, emotional, mental, cultural, sexual and moral development throughout the life span.

**PSY 250 Social Psychology (3)**

A survey of how the thoughts, feelings and behaviors of the individual both influence and are influenced by interactions with others. Specific topics covered include: the history of social psychology, self concepts, social perceptions, prejudice, social attitudes, conformity, group processes, interpersonal relationships, helping behavior and aggression.

**PSY 260 Psychology of Personality (3)**

This course provides a critical examination of major perspectives on personality development, function, measurement, and change.

**PSY 322 Learning, Motivation, and Behavior Modification (3)**

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100 and PSY 100.

Biological, ecological, social, and learned bases of animal behavior based on laboratory and field investigations.

**PSY 324 Psychology of Emotion (3)**

Pre: ENG 100 and PSY 100.

Survey of traditional views and leading theories, and research in related topics.

**PSY 325 Cognitive Psychology (3)**

Pre: ENG 100 and PSY 100.

Theories, assumptions, empirical findings, and applications of cognitive psychology. Topics include attention, learning, memory, concept formation, communication, inference, and imagery.

**PSY 340 Childhood and Adolescence (3)**

Pre: ENG 100 and PSY 100.

Several topics such as infant-caretaker interaction, the nature-nurture controversy, parenting strategies, identity development, and others will be selected and covered in depth.

**PSY 342 Educational Psychology (3)**

Pre: ENG 100 and PSY 100.

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 343 Adolescent Development (3)**

Pre: PSY 100.

This course is designed to explore historical and contemporary perspectives in adolescent growth and development. Specific emphasis will be on the physical, epigenetic, behavioral, cultural, moral, academic, career, and vocational development across the teen years.

**PSY 351 Culture, Thought, and Behavior (3)**

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100 and PSY 100.

Nature, possible causes, and treatment of abnormal behavior; ethics, issues, and classifications are also presented.

**PSY 372 Systems of Psychotherapy (3)**

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100 and PSY 100; and at least one of the following courses: PSY 372, 373, 406 or an appropriate lower-division course in counseling or psychotherapy.

This course familiarizes students with ethical principles, common ethical dilemmas, and processes of ethical decision-making within the fields of counseling and psychotherapy.

**PSY 396 Workshops & Special Seminars in Psychology (v)**

Pre: ENG 100 and PSY 100.

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 History and Systems of Psychology (3)**

Pre: ENG 100, PSY 100 and SSCI 300.

This course is designed to explore the evolution of the field of psychology from historical to contemporary perspectives.

**PSY 403 Causation and Prevention of Substance Abuse and Addiction (3)**

Pre: ENG 100 and PSY 100 and SSCI 300.

This course covers the diagnosis of substance addiction, the nature of the addictive process, causal factors, and primary prevention.

**PSY 404 Social Correlates of Psychoactive Drug Use (3)**

Pre: ENG 100 and PSY 100.

An examination of the familial, social and cultural aspects of psychoactive drug use. Specific topics covered include a critical analysis of co-dependency; the relationship between drug use and



crime; current and historical United States drug use practices and regulations; social aspects of drug use initiation, abuse, addiction and treatment; and drug use in special populations.

**PSY 405 Biological Correlates of Psychoactive Drug Use (3)**

Pre: ENG 100 and PSY 100.

An examination of the biological actions of psychoactive drugs on the human nervous system. This course covers the structure and function of the nervous system, neural communication, principles of psychopharmacology, the neural basis of drug dependence and biomedical aspects of psychoactive drug use.

**PSY 406 Assessment and Treatment of Substance Abuse and Addiction (3)**

Pre: ENG 100 and PSY 100.

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.

**PSY 407 (alpha) Practicum in Psychology (v)**

Pre: Instructor consent.

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. Note: Students participating in Practicum must sign the UHWO Assumption of Risk and Release Form. This form must be completed and returned to instructor prior to beginning this off-campus activity.

**PSY 407B Psychology Practicum: Interventions Related to Substance Use (v)**

Pre: ENG 100 and PSY 100; and PSY 403 or 406; and PSY 373, or appropriate courses in counseling skills and substance-related problems.

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. Note: Students participating in Practicum must sign the UHWO Assumption of Risk and Release Form. This form must be completed and returned to instructor prior to beginning this off-campus activity.

**PSY 408 Group Interventions in Substance Abuse and Addiction (3)**

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100 and PSY 100.

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)**

Pre: ENG 100 and PSY 100.

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) (DH)

**PSY 429 Seminar in Experimental Psychology (3)**

Pre: ENG 100 and PSY 100.

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 Child Psychopathology (3)**

Pre: ENG 100 and PSY 100 and PSY 340 and PSY 371.

The purpose of this course is to present an overview of the constructs, models, challenges and cultural factors central to understanding the development of maladaptive behavior disorders in children and adolescents. The emphasis will be to link developmental influences of clinical disorders to normal childhood behavior and the practice of professional consultation and collaboration. The content will center around the etiology, epidemiology, symptomatology, comorbidity, diagnosis, and treatment of childhood psychopathologies. Intervention and prevention strategies and specific clinic/school.

**PSY 450 Small Groups (3)**

Pre: ENG 100 and PSY 100.

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 473 Psychology of Healing (3)**

Pre: ENG 100 and PSY 100.

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. Previously PSY 475. (Cross-list PUBA 473)

**PSY 474 Culture and Mental Illness (3)**

Pre: ENG 100 and PSY 100.

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

**PSY 480 Organizational Behavior (3)**

Pre: ENG 100 and PSY 100.

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 -96 Selected Topics in Psychology (v 1-6)**

Pre: PSY 100.

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 -99 Directed Reading and Research (v)**

Pre: Instructor approval.

To be arranged with the instructor.

**PUBLIC ADMINISTRATION**

**PUBA 100 Introduction to Public Administration (3)**

An introduction to public sector organizations, programs, management, and leadership. (DS)

**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. (DS)

**PUBA 102 Introduction to Disaster and Emergency Management (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

This is an introductory course designed to expose practitioners and non-practitioners to disaster and emergency standards, techniques, and “best” practices of disaster and emergency management and government agencies and personnel at the national, state and local level. Emphasis will be placed on critical aspects of disaster and emergency management prior to, during and after the occurrence of a disaster and/or emergency. (DS)

**PUBA 103 Introduction to Justice Administration (3)**

This course provides an introduction to criminal justice system in the United States. This course topics include description of the major components of the criminal justice system, including police, courts, and corrections. (DS)

**PUBA 203 Writing for Government (3)**

Pre: ENG 100.

This is an introductory course designed to expose future and present government practitioners to the range of style and conventions of writing used in government. These include proposal writing, policy and procedure writing, writing of reports and executive summaries, memorandum writing, writing for presentations, e-mail writing, and writing in a cultural context.

**PUBA 301 Health Care Administration (3)**

Pre: Completion of 6 credits.

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)**

Pre: Completion of 6 credits.

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)**

Pre: Completion of 6 credits.

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits.

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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 311 Design in Public Spaces (3)**

Pre: ART 112, ENG 200.

Students learn theory and discourse related to designing for public spaces by examining case studies and examples of social entrepreneurship applied through graphic design vehicles. Students will employ graphic design techniques and utilize industry standard software with the intent to discuss and reflect on approach, method, and theory. (Cross-list ART 311D) (DA)

**PUBA 312 Bureaucratic Politics (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

Writing and public speaking for the improvement of communication for managers.

**PUBA 315 Survey Techniques for Administrators (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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 318 Managed Care (3)**

Pre: Completion of 6 credits.

This course introduces students to the fundamentals of managed care and integrated delivery systems, and emphasizes the various managed care models applicable to the changing health care market.

**PUBA 319 Long Term Care (3)**

Pre: Completion of 6 credits.

This course introduces students to the management concepts that can be applied to a wide range of long term care settings, including provider, payer, and regulatory organizations.

**PUBA 320 Correctional Administration (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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 323 Workplace Violence (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

This course will introduce students to the growing problem of workplace violence in Hawai'i and across the nation. Predictability and prevention theories and techniques will be examined closely, and applied in an incident analysis approach in a variety of workplace settings.

**PUBA 324 Media, Violence, and Crime (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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 335 Information Technology in Public Administration (3)**

The examination of e-government and how it the change to GIS systems affects citizen's ability to communicate with government offices and officials. Explore major issues of government in meeting the expectations of information dissemination, access to transaction, participation in the decision-making process, and advancement of policy initiatives. Information management and ethical issues in government use of data obtained from citizens.

**PUBA 340 Administrative Decision-Making (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: intermediate algebra, MATH 100, MATH 103, MATH 115, or higher-level math with a "C" or better or successful completion of the UH West O'ahu math placement test.

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.

**PUBA 351 Human Resources Administration (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Consent of Faculty Advisor.

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.

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

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

Local, state, and federal judicial systems; constitutional, judicial,

and legislative influences on the administration of justice.

**PUBA 410 Issues in Criminal Investigation (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

An analysis of the different forms of juvenile deviance; their causes, means of control, and societal responses. (Cross-list SOC 431)

**PUBA 432 Crime and Literature (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

This course will explore great works of literature with the recurring theme of crime. Works will be chosen that will shed light on the public sector's response to crime.

**PUBA 434 Criminology (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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 436 Sex Crimes and Offenders (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

This course will look at the dynamics of sexual deviation, developmental theories of sexual abnormalities, and societal issues associated with different types of sexual offenses. Sexual behaviors to be examined include rape, nuisance sexual acts, incest, pedophilia, and pornography. The theories of sexual deviance, the role and interaction of law enforcement, victim and offender, and treatment and rehabilitation availability will be addressed.

**PUBA 446 Contemporary Issues in Health Care (3)**

Pre: Completion of 6 credits.

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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; cyber-terrorism; and an assessment of the level of preparedness within the U.S.

**PUBA 470 Program Planning and Evaluation (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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

**PUBA 473 Psychology of Healing (3)**

Pre: PSY 100.

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. (Cross-list PSY 473)

**PUBA 474 Culture and Mental Illness (3)**

Pre: PSY 100.

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

**PUBA 475 Administrative Law (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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 476 Health Care Marketing (3)**

Pre: Completion of 6 credits.

This course introduces students to methods and models for the analysis, evaluation, and implementation of marketing strategies within the health care environment. Designed to develop skills in segmenting customer and health care markets, brand products and services, enhance a communication strategy to the consumer, and develop pricing approaches. (Cross-list BUSA 476)

**PUBA 477 Ethics in Health Care Administration (3)**

Pre: Completion of 6 credits.

This course examines global, organizational, and personal ethical issues that arise in the context of health care and introduces students to ethical principles and practices and professional codes of ethics that are relevant to understanding and resolving ethical problems and issues in health care.

**PUBA 480 Organizational Behavior (3)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)**

Pre: Completion of 6 lower division credits (PUBA 100, 101, 102 or 203 highly recommended).

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)

**PUBA 486 Senior Project (v)**

Pre: Consent of instructor; one class of upper division writing-intensive (WI) course work.

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.

**PUBA 490 Administrative Practicum (v)**

Pre: Consent of instructor; one class of upper division writing-intensive (WI) course work.

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 UHWO Assumption of Risk and Release Form. This form must be completed and returned to instructor prior to beginning this off-campus activity.

**PUBA 490B Administrative Practicum (3)**

Pre: Consent of instructor.

This internship is intended for students pursuing the certificate in Health Care Administration to gain hands-on experience in the health care field. Students are provided with an internship with an appropriate community health care organization. As an intern, the student is delegated the responsibility of developing the solution to a well-defined problem or is asked to complete relevant administrative tasks. Students report on the experience using their understanding of the health care field.

Note: Students participating in Practicum must sign the UHWO Assumption of Risk and Release Form. This form must be completed and returned to instructor prior to beginning this off-campus activity. May be repeated for credit.

**PUBA -96 Selected Topics in Public Administration (v 1-6)**

Topics will vary with program relevancy and student interest. May be repeated for credit.

**PUBA -99 Directed Reading and Research (v)**

Pre: Instructor approval. To be arranged with instructor.

**RESPIRATORY CARE**

**RESP 401 Case Management in Cardiopulmonary Care (3)**

Pre: Completion of AS in Respiratory Care at Kapi'olani Community College.

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.

**RESP 402 Current Concepts in Cardiopulmonary Care (3)**

Pre: Completion of AS in Respiratory Care at Kapʻolani Community College, or equivalent.

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.

**SOCIAL SCIENCES**

**SSCI 210 Statistical Analysis I (3)**

Pre: MATH 103 or equivalent course with a grade of “C-“ or better; or COMPASS math placement test score into MATH 135 or higher.

Methods to describe quantifiable data through frequency distribution and graphic methods, sampling, probability, estimation, hypothesis testing, and analysis of variance.

**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. (DS)

**SSCI 317 Fieldwork and Qualitative Methods (3)**

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 Hawaiʻi

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 Hawaiʻi.

**SSCI 399 Study Abroad (v 1-6)**

Pre: Consent of Faculty Advisor.

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.

**SSCI 410 Statistical Analysis II (3)**

Pre: SSCI 210 or equivalent.

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.

**SSCI 486 Senior Project (v)**

Pre: SSCI 210, SSCI 300, social science methods course required by the student’s concentration (see below), one class of upper division writing-intensive (WI) course work, and consent of instructor.

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. Required methods for each concentration are as follows:

- SSCI 486A (Anthropology): SSCI 317
- SSCI 486E (Econ & Finance, Econ Track): SSCI 301 or 410
- SSCI 486L (Political Science): SSCI 317
- SSCI 486P (Psychology): PSY 212
- SSCI 486S (Sociology): PSY 212, SSCI 301, or SSCI 317

**SSCI 490 Social Sciences Practicum (v)**

Pre: Consent of instructor, one class of upper division writing-intensive (WI) course work.

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. Note: Students participating in Practicum must sign the UHWO Assumption of Risk and Release Form. This form must be completed and returned to instructor prior to beginning this off-campus activity.

A: Anthropology; B: Social Sciences (for Applied Track only); C: Early Childhood Education; F: Applied Forensic Anthropology; L: Political Science; N: Finance; P: Psychology; S: Sociology

**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 Practicum must sign the UHWO Assumption of Risk and Release Form. This form must be completed and returned to instructor prior to beginning this off-campus activity. (Cross-list HUM 491.)

**SSCI -96 Selected Topics in Social Sciences (v 1-6)**

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

**SSCI -99 Directed Reading and Research (v)**

Pre: Instructor approval.  
To be arranged with instructor.

**SOCIOLOGY**

**SOC 100 Survey of General Sociology (3)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22. This course introduces the tools used by sociologists to explore and understand society. Social relationships, social structures and processes are explored through major concepts, theoretical perspectives and methods used by the discipline.

**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.

**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 354 Survey of Medical Sociology (3)**

Pre: Placement in ENG 100 or consent. Social factors in disease and treatment; illness behavior, roles of patients and healers; nature of healing professions; use of medical services; alternative systems of medical organization.

**SOC 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 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 social 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)**

Pre: PSY 100.

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 (3)**

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 457 Okinawans Locally and Globally (3)**

Pre: ENG 100.

This seminar-format course uses sociological and anthropological concepts and theories to examine the historical conditions which sparked Okinawan immigration to Hawaii and globally. It will survey Ryukyuan and Okinawan history and cultural elements, impact of the Pacific War and current events which have affected Okinawan communities in Hawaii and globally. (Cross-list ANTH 457)

**SOC 469 Sociology of Sexuality (3)**

Pre: Placement in ENG 100 or consent.

Application of sociological theories and concepts to the study of human sexuality; examination and analysis of the sexual meaning, values, identities, expressions, institutions, larger trends and social influences related to contemporary sexuality.

**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 -96 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. Example: The Japanese Community in Hawai'i. Course content will vary. May be repeated for credit.

**SOC -99 Directed Reading and Research (v)**

Pre: Instructor approval.

To be arranged with the instructor.

**SPECIAL EDUCATION****SPED 405 Education and Special Needs Students (3)**

Pre: APTE approval\*.

This course is an introduction to the integration and inclusion of special needs students into the regular elementary education classroom. Prospective teachers learn the competencies necessary for successful inclusion.

**SPEECH****SP 151 Personal and Public Speaking (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

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.

**STUDENT DEVELOPMENT****SD 100 The University Experience (1)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22.

This course is designed to educate first-year students on how to succeed at the university, develop a better understanding of the learning process and acquire academic skills and knowledge essential for success in college and in life. It covers the purposes of higher education and potential roles of individual students within the university and other learning environments.

**SD 101 Summer Bridge (1)**

Summer Bridge is a course that introduces first-time freshmen to University of Hawaii – West Oahu environment and college experience prior to entering the fall term. This course provides a bridge to help freshmen transition high school to college and assists these students by exposing them to college-level expectations in English, math and science coursework. The course also includes college study skills enrichment, and, provides the opportunity to build relationships and network with their peers, faculty and staff.

**SD -96 Selected Topics (v)**

Pre: Placement in ENG 100 or concurrent enrollment in ENG 22.

Topics will vary with student interest and relevancy to the program. May be repeated for credit.

**SD -99 Directed Reading and Research (v)**

Pre: Instructor approval.

To be arranged with instructor.

**SUSTAINABLE COMMUNITY FOOD SYSTEMS****SCFS 300 Survey of Sustainable Community Food Systems in Hawai'i (3)**

Drawing extensively from the experiences of farmers and food systems professionals, the course provides a social and ecological analysis of the existing food and farming systems of Hawaii. Discussion of the key social, economic, and political obstacles to greater sustainability in the Hawai'i food system will be emphasized.

**SCFS 310 Introduction to Agroecology (3)**

The course explores farming systems from an ecological perspective. Topics include: ecological and social impacts of agriculture; the agroecosystem concept; ecological processes in agriculture; principles and practices of ecologically based soil fertility and pest management; biodiversity and ecosystem services in agriculture; ecological and social indicators of agricultural sustainability; comparative analyses of agroecosystems; and socio-economic interactions with biophysical factors.

**WOMEN'S STUDIES****WS 151 Introduction to Women's Studies (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

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. (DS)

**ZOOLOGY****ZOOL 101 Principles of Zoology (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: ZOOL 101L.

This course is an introduction to the study of animal life. basic principles of biology will be covered, including the mechanisms of digestion, circulation, osmoregulation, excretion, locomotion, nervous activity, and reproduction in representative animals. The evolution of animals and the mechanisms of genetics and evolution will also be covered. The interactions of organisms with their environment and basic ecological principles will be investigated. This course is designed for the non-science major.

**ZOOL 101L Principles of Zoology Laboratory (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: ZOOL 101.

This course is a laboratory course to provide an introduction to the study of animal life. The basic principles of biology will be covered, including the mechanisms of digestion, circulation, osmoregulation, excretion, locomotion, nervous activity, and reproduction in representative groups of animals. The evolution of animals and the mechanisms of genetics and evolution will also be covered. The interactions of organisms with their environment and basic ecological principles will be investigated. This course is designed for the non-science major.

**ZOOL 200 Marine Biology (3)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: ZOOL 200L.

This course is an introduction to the biological, chemical, and physical characteristics of marine environments, with a focus on Hawai'i. Hawaiian marine animals and plants, their ecological relationships, structures, and systematics will be investigated. Various shallow water habitats on O'ahu, including tidepools, mudflats, and coral reefs, will be explored. The use and pollution of these environments will be discussed. This course consists of two lecture periods.

Note: Must be taken concurrently with Zoology 200L. (DB)

**ZOOL 200L Marine Biology Lab (1)**

Pre: Placement into ENG 100 or concurrent enrollment in ENG 22.

Coreq: ZOOL 200.

Zoology 200L is an introduction to the biological, chemical, and physical characteristics of marine environments, with a focus on Hawai'i. Hawaiian marine animals and plants, their ecological relationships, structures, and systematics will be investigated. Various shallow water habitats on O'ahu, including tidepools, mudflats, and coral reefs, will be explored. The use and pollution of these environments will be investigated. This course consists of one lab period.

Note: Must be taken concurrently with Zoology 200. (DY)

# Faculty & Staff

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AHN, Eun S., Associate Vice Chancellor for Academic Affairs (Interim), Professor of Finance, B.A., Wheaton College, Economics/Premed, Cum Laude; M.B.A., University of Chicago, Finance and International Business; Ph.D., University of Illinois, Business Economics; CPA, Illinois.

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NAKAYAMA, Mark, Custodian, Supervisor.

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# Index

- Academic Advising..... 24-25  
 Academic Calendar..... 9  
 Academic Integrity ..... 38  
 Academic Dismissal ..... 36  
 Academic Distinction ..... 37  
 Academic Grievance ..... 38  
 Academic Probation ..... 35  
 Academic Progress, Satisfactory..... 35  
 Academic Programs..... 44-47  
 Academic Suspension..... 36  
 Accounting (ACC) Concentration ..... 50  
 - Course Descriptions (See BUSA also) 84, 90-95  
 Access Services ..... 25  
 Accreditation..... 8  
 Admissions ..... 10-19  
 Aerospace Studies (AS) ..... 84-85  
 Advising ..... 24-26  
 Alumni Association ..... 29  
 Americans with Disabilities (see Persons with Disabilities) ..... 25, 39  
 Anthropology (ANTH) Concentration ..... 68-69  
 - Course Descriptions ..... 85-88  
 Appeal Process, Residency ..... 16  
 Application Fee ..... 12, 21  
 Applied Forensic Anthropology (AFAN)  
 Certificate..... 73  
 Applied Science (APSC) Major..... 75-78  
 - Course Descriptions ..... 88  
 Art (ART) ..... 88-89  
 Assessment Efforts, Participation in ..... 33  
 Associated Students of the University of Hawai'i - West O'ahu (ASUHWO)..... 29  
 Astronomy (ASTR) ..... 89  
 Attendance..... 38  
 Auditor ..... 13, 20, 27  
 Auditors, Registration ..... 27
- Bachelor of Applied Science..... 75-78  
 Bachelor of Arts with Distinction ..... 37  
 Bachelor of Arts in Business  
 Administration..... 44, 46, 48-50  
 Bachelor of Arts in Humanities .. 44, 46-47, 55-60  
 Bachelor of Arts in Public  
 Administration..... 44, 47, 61-64  
 Bachelor of Arts in Social Sciences 45, 47, 65-71  
 Bachelor of Education ..... 45, 47, 51-54  
 Biochemistry (BIOC)..... 89  
 Biology (BIOL)..... 89-90  
 Bookstore ..... 41  
 Board of Regents (BOR)..... 148  
 Botany (BOT)..... 90  
 Business Administration (BUSA)..... 90-95  
 Business Administration, Division of..... 48-50  
 Business Administration, General (GBUS)  
 Concentration..... 50  
 - Course Descriptions (see BUSA)..... 90-95  
 Business Administration (BABA) Major.. 48-50, 79
- Calendar, Academic ..... 9  
 Campus Security..... 41  
 Career Services..... 26  
 Campus Map ..... 4  
 Center for Labor Education & Research  
 (CLEAR)..... 82  
 Certificate Programs  
 Applied Forensic Anthropology (AFAN) ..... 73  
 Disaster Preparedness and Emergency  
 Management (DPEM)..... 64, 81  
 Health Care Administration (HCAD) ..... 64, 81  
 Interdisciplinary Environmental Science  
 (ENVS)..... 74  
 Risk Management and Insurance (RMI)..... 50  
 Substance Abuse Program and Addictions  
 Studies (SAAS) ..... 73-74, 80-81  
 Certification, Veterans..... 26  
 Chancellor..... 5, 142, 148  
 Challenge Examination..... 21  
 Change of Registration..... 28-29  
 Change of Registration Fee ..... 21  
 Change of Personal Data or Program ..... 36  
 Cheating..... 38  
 Chemistry (CHEM)..... 95  
 Class Attendance ..... 38  
 Classification of Students ..... 13-14  
 Classified Student ..... 13  
 CLEAR ..... 82  
 Commencement ..... 37  
 Complete Withdrawal..... 28  
 Computer Facilities..... 31  
 Computer, Electronics, and Networking  
 Technology (CENT) Concentration ..... 76  
 - Course Descriptions (see also APSC, 88) 95-96  
 Concurrent Enrollment ..... 26  
 Concurrent enrollment for financial aid ..... 27  
 Conduct, Student..... 38  
 Core, General Education ..... 46  
 Council of Chancellors ..... 148  
 Counseling & Development Services..... 25-26  
 Course Descriptions ..... 83-140  
 Course Repetition ..... 13  
 Creative Media (CM) ..... 96  
 Credit For Prior Learning..... 13  
 Credit Load, Maximum..... 28  
 Culinary Management (CULM)  
 Concentration..... 76-77
- Dean's List..... 35  
 Degree Audit, STAR Degree Check ..... 25  
 Degree Conferral ..... 36-37  
 Diploma ..... 37  
 Fees ..... 21  
 Hawaiian Diploma ..... 37  
 How to apply for degree..... 36  
 Replacement ..... 37  
 Directory Information ..... 38-39  
 Disabilities, Persons with ..... 25, 39  
 Disaster Preparedness & Emergency Management  
 (DPEM)  
 - Certificate..... 64  
 - Concentration ..... 63  
 - Course Descriptions (see PUBA)..... 130-135  
 Dishonesty, Academic ..... 38  
 Dismissal, Academic ..... 36  
 Distance Learning (Distance Education)..... 78-81  
 Distinction, Academic ..... 37  
 Diversification Requirements ..... 46  
 Division of Business Administration ..... 48-50  
 Division of Education ..... 51-54  
 Division of Humanities ..... 55-60  
 Division of Public Administration ..... 61-64  
 Division of Social Sciences ..... 65-74
- Early Childhood Education (ECED)  
 - Concentration ..... 69-70, 80  
 - Course Descriptions ..... 96-97  
 Economics (ECON)..... 97-98  
 Economics and Finance (ECFI)  
 Concentration..... 70-71  
 - Course Descriptions  
 (see ECON, FIN)..... 97-98, 105-106  
 Education, Division of ..... 51-54  
 Education, Elementary Education(EDEE)  
 Requirements ..... 53-54  
 - Course Descriptions (EDEE, EDUC, EDEF,  
 ETEC, SPED) ..... 99-101, 139  
 Email, UH account ..... 15  
 Employee Tuition Waiver ..... 22-23  
 - Administrative Fee for Summer ..... 21  
 Employment, Student..... 19  
 English (ENG) Concentration ..... 58  
 - Course Descriptions ..... 101-105  
 Equal Opportunity Policy..... 39
- Faculty..... 141-147  
 Faculty, Emeriti ..... 147  
 Faculty Advisors..... 24  
 Family Educational Rights and Privacy Act  
 (FERPA)..... 38-39  
 Fees ..... 20-22  
 Finance (FIN) Concentration ..... 50  
 - Course Descriptions ..... 105-106  
 Financial Aid ..... 16-19  
 Financial Aid Recipients, Refund ..... 18  
 Financial Aid Recipients, Repayment..... 17, 22  
 Financial Obligations ..... 22  
 Focus Requirements..... 46  
 Foreign Students (see Admission of International  
 Students)..... 11  
 Foundations Requirements..... 46  
 Food Science and Human Nutrition (FSHN) .. 106  
 Food Services ..... 41  
 Freshman Admissions ..... 10  
 Freshman Class Status (0-24 cr)..... 14  
 Full-time Student ..... 13
- General Education Core ..... 46  
 General Education Learning Outcomes.....45  
 General Business Administration (GBUS)  
 Concentration..... 50  
 - Course Descriptions (see BUSA) ..... 90-95  
 General Public Administration (PUBG)  
 Concentration..... 62-63  
 - Course Descriptions (see PUBA)..... 130-135  
 Grades..... 34-35  
 Geography (GEOG) ..... 106  
 Geology (GEOL)..... 106-107  
 Graduation Requirements..... 46-47  
 Graduation in Absentia..... 37  
 Grade Point Average ..... 35, 47  
 Grants, Financial Aid ..... 18  
 Grievance, Academic ..... 38
- Hawaiian (HAW) ..... 107-108  
 Hawaiian Language Diploma ..... 37  
 Hawaiian Studies (HWST) ..... 108  
 Hawaiian-Pacific Studies (HPST)  
 - Concentration ..... 58-59  
 - Course Descriptions ..... 108-111  
 Health Care Administration (HCAD)

# INDEX

- Certificate..... 64	Philosophy (PHIL) Concentration..... 60	- Transcript Fee..... 21
- Concentration..... 63	- Course Descriptions..... 123-124	Transfer Credit..... 12-13
- Course Descriptions (see PUBA)..... 130-135	Philosophy of UH West O'ahu..... 8	Transfer Admissions..... 10
Health Regulations..... 27	Physiology (PHYL)..... 124	Transferring
History (HIST) Concentration..... 59-60	Plagiarism..... 38	(see Admission of Transfer Applicants)..... 10
- Course Descriptions..... 111-115	Political Science (POLS) Concentration..... 71, 80	Tuition..... 20
Humanities (HUM)..... 115-116	- Course Descriptions..... 125-127	Tuition Deposit..... 21
Humanities, Division of..... 55-60	Preregistration..... 27	Tuition Refund Policy..... 21-22
Incomplete Grades..... 34	Prior Learning, Credit for..... 13	Tuition Waiver, Employee..... 22-23
Information & Computer Science (ICS)..... 116	Probation, Academic..... 35	Tutoring (see No'eu Center for Writing,
Information Technology (IT) Service Center..... 31	Public Administration, Division of..... 61-64	Math, and Academic Success)..... 33-34
Information Technology (ITS) Concentration..... 77	Psychology (PSY) Concentration..... 71-72	Unclassified Student..... 13
- Course Descriptions	- Course Descriptions..... 127-130	Unclassified Student Registration..... 27
(see also APSC, pg 88)..... 116-117	Public Administration, General (PUBG)	University of Hawai'i Leadership..... 148
Installment Payment Plan..... 21	- Concentration..... 62-63	Veterans' Affairs..... 26
Installment Payment Plan Fee..... 21	- Course Descriptions (see PUBA)..... 130-135	Veterans' Enrollment Certification..... 26
Institutional Learning Outcomes..... 43	Refunds..... 21-22	Western Undergraduate Exchange
Interdisciplinary Environmental Science (ENVS)	- Tuition Refund Policy..... 21-22	Program (WUE)..... 12
- Certificate..... 74	- Fees Refund Policy..... 22	Wireless Network..... 31
International Admissions..... 11	Registration..... 26-29	Withdrawal, Complete..... 17
International Student Advising..... 26	- Add a Class..... 28	Withdrawal, from a course (drop)..... 28
Junior Class Status (55-88 cr)..... 14	- Drop a Class..... 28	Women's Studies (WS)..... 139
Justice Administration (JAD) Concentration..... 63-64	- Complete Withdrawal..... 28	Writing and Learning Center (see No'eu Center
- Course Descriptions (see PUBA)..... 130-135	Repayment, Financial Aid..... 17, 22	for Writing, Math, and Academic Success).. 33-34
Late Registration..... 28	Repetition of Courses (Repeats)..... 13	Writing Intensive (WI) Requirement..... 46
Late Registration Fee..... 21, 28	Reserve Officers Training Corps (ROTC)..... 81	Zoology (ZOO)..... 139-140
Laulima..... 31	Residency Regulations for Tuition Purposes..... 15-16	
Learning Outcomes, General Education..... 45	- Appeal Process..... 15	
Learning Outcomes, Institutional..... 43	- Exemptions..... 16	
Leave of Absence..... 29	Residency Requirement for Graduation..... 47	
Library Services..... 31	Resident Tuition..... 20	
Loans, Financial Aid..... 18-19	Respiratory Care (RESP) Concentration..... 75-76	
Majors	- Course Descriptions	
- Applied Science..... 75-78	(see also APSC, pg 81)..... 135-136	
- Business Administration..... 48-50	Returned Check Fee..... 21	
- Education..... 51-54	ROTC..... 81	
- Humanities..... 55-60	Satisfactory Academic Progress..... 35	
- Public Administration..... 61-65	Schedule, Tuition..... 20	
- Social Sciences..... 65-74	Schedule of Classes..... 27	
Management (MGT) Concentration..... 50	Scholarships..... 17-18	
- Course Descriptions..... 117	Security, Campus..... 41	
Marketing (MKT) Concentration..... 50	Senior Class Status (89+ cr)..... 14	
- Course Descriptions (see BUSA)..... 90-95	Social Security Numbers..... 14-15	
Mathematics (MATH)..... 117-119	Social Sciences (SSCI)..... 136-137	
Meteorology (MET)..... 119-20	Social Sciences, Division of..... 65-74	
Maximum Credit Load..... 28	Sociology (SOC) Concentration..... 72-73	
Microbiology (MICR)..... 120	- Course Descriptions..... 137-139	
Military Personnel and Family Members..... 16	Sophomore Class Status (25-54 cr)..... 14	
Military Science and Leadership (MSL) ... 120-121	Speech (SP)..... 139	
Mission Statement..... 8	Staff..... 141-147	
Music (MUS)..... 121-122	STAR Degree Check..... 25	
MYUH..... 26-27	Stopping-Out..... 29	
No'eu Center for Writing, Math, &	Student Fees..... 21	
Academic Success..... 33-34	- Refund of..... 22	
Nonresident Tuition..... 20	Student Classification..... 13-14	
Oceanography (OCN)..... 122	Student Conduct Code..... 38	
Online Programs (see Distance Learning) ... 78-81	Student Development (SD)..... 139	
Orientation, New Student..... 24	Student Employment..... 19	
Pacific Island Jurisdiction..... 20	Student Government (ASUHWO)..... 29	
Pacific Islands Studies (PACS)..... 122-123	Student Identification Number..... 15	
Parking..... 41	Student Organizations..... 29	
Part-time Student..... 14	Student Services..... 24-30	
Partial Withdrawal (drop)..... 28	Substance Abuse and Addictions Studies,	
Payments..... 21	Certificate..... 73-74, 80-81	
Personal Data Change..... 36	Summer Session, Refund..... 21-22	
Persons with Disabilities..... 25, 39	Suspension, Academic..... 35	
	Sustainable Community Food Systems (SCFS)..... 139	
	Systemwide Administration..... 148	
	Transcripts..... 36	