

HawCC Degrees & Certificates

To earn a Certificate of Competence, Certificate of Completion, Certificate of Achievement, an Associate in Applied Science degree, an Associate in Science degree, or an Associate in Arts degree, the curricular requirements of a given program must be met.

	<u>CoC</u>	<u>CC</u>	<u>CA</u>	<u>AAS</u>	<u>AS</u>	<u>AA</u>
Accounting (ACC).....	-	-	✓	✓	-	-
Administration of Justice (AJ).....	-	-	-	-	✓	-
Agriculture (AG)	-	-	✓	✓	-	-
Farm Worker (AG-FMWK)	-	✓	-	-	-	-
Landscape Worker (AG-LSWK)	-	✓	-	-	-	-
Architectural, Engineering and CAD Technologies (AEC)	-	-	-	✓	-	-
Auto Body Repair and Painting (ABRP)	-	-	✓	✓	-	-
Automotive Refinish	-	✓	-	-	-	-
Basic Auto Body Repair	-	✓	-	-	-	-
Automotive Mechanics Technology (AMT)	-	-	✓	✓	-	-
Business Technology (BTEC).....	-	✓	✓	✓	-	-
Carpentry (CARP)	-	-	✓	✓	-	-
Culinary Arts (CULN).....	-	✓	✓	✓	-	-
Diesel Mechanics (DISL).....	-	-	✓	✓	-	-
Digital Media Arts (DMA)	-	✓	-	-	-	-
Early Childhood Education (ECED).....	-	✓	✓	-	✓	-
Electrical Installation and Maintenance Technology (EIMT).....	-	-	✓	✓	-	-
Electronics Technology (ET).....	-	-	-	✓	-	-
Optics Technology.....	✓	-	-	-	-	-
Network Technology.....	-	✓	-	-	-	-
Fire Science (FS).....	-	-	✓	-	✓	-
Hawai'i Life Styles (HLS)						
Hula Track (HLS-HULA).....	-	-	-	✓	-	-
Lawai'a Track (HLS-LAWA).....	-	-	-	✓	-	-
Mahi'ai Track (HLS-MAHI)	-	-	-	✓	-	-
Hospitality and Tourism (HOST)	-	✓	✓	✓	-	-
Human Services (HSER).....	-	✓	-	-	-	-
Information Technology (IT).....	-	-	✓	-	✓	-
Computer Support.....	-	✓	-	-	-	-
Liberal Arts (LBRT)	-	-	-	-	-	✓
Machine, Welding and Industrial Mechanics Technologies (MWIM)						
Machine Technology Option (MWIM-WEL)	-	✓	✓	✓	-	-
Welding and Sheet Metal Option (MWIM-MST)	-	✓	✓	✓	-	-
Marketing (MKT).....	-	-	✓	✓	-	-
Nursing and Allied Health						
Associate of Science Degree (NURS)	-	-	-	-	✓	-
Medical Office Receptionist (MOR).....	-	✓	-	-	-	-
Practical Nursing (PRCN)	-	-	✓	-	-	-
Substance Abuse Counseling (SUBS)	-	✓	-	-	-	-
Tropical Forest Ecosystem and Agroforestry Management (TEAM)	-	-	✓	-	✓	-

Academic Subject Certificates (A.S.C.)

To earn an A.S.C. a sequence of courses must be completed as specifically defined for each certificate. A student may receive an A.S.C. without completing the A.A. degree but must have the appropriate Grade Point Average for all courses required.

Environmental Studies Academic Subject Certificate (ASC-ENVS)

Hawai'i Life Styles Academic Subject Certificate (ASC-HLS)

Curricula and Programs

General and pre-professional students may earn the Associate in Arts (A.A.) degree. Vocational-technical majors may earn an Associate in Science (A.S.), Associate in Applied Science (A.A.S.), or Associate in Technical Studies (A.T.S.) degree, a Certificate of Achievement (C.A.), or a Certificate of Completion (C.C.) in one of the 23 vocational programs.

Associate in Arts (A.A.) Degree

A two-year Baccalaureate direct transfer liberal arts degree consisting of at least 60 semester credits at the 100 and 200 levels. The Associate in Arts degree Program, also referred to as the Liberal Arts (LBRT) Program, is designed for students who are preparing themselves to transfer to a four-year college or university.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Think and act with intellectual insight and integrity. Gather, analyze, and evaluate information. Pose questions, synthesize ideas, solve problems, and reach logical conclusions. Create new ideas and works that express individuality.
- Discover, construct and communicate meaning through observing, listening, speaking, reading, writing, and interacting.
- Apply mathematical reasoning and scientific methods to solve problems.
- Evaluate historical perspectives to inform present thought and influence future action.
- Use information ideas, and methods from diverse disciplines to enhance intellectual, aesthetic, professional, and community life.
- Engage persons across the whole community in working collaboratively to advance shared goals.
- Make informed and principled decisions with respect to individual conduct, the community, and the environment. Respect, promote and support Hawaiian and Local cultures and social diversity.
- Demonstrate commitment to social and natural systems in ways that honor and sustain the integrity of life.

To earn the Associate in Arts Degree from HawCC, also referred to as the Liberal Arts Program (LBRT), a student must meet the following requirements:

1. Credits Required: A total of 60 credits earned at or transferred to HawCC in 100-200 level courses
2. A minimum of 15 HawCC credits must be completed
3. Minimum GPA Required: A minimum cumulative GPA of 2.0 is required for graduation
4. CR/NC option may be used to satisfy area and general elective requirements (Policy Haw 5.503)

Core Requirements (18 credits)

Communication (9 credits):

- Eng 102 (Reading), 100 (Writing)
- SpCo 151 or 251†

Logical Reasoning (3 credits):

- Math 100 or higher or Phil 110

World Civilization (6 credits):

- Hist 151† or 153†; and Hist 152† or 154†

Writing Intensive:

- One WI course with a “C” or better grade

Area Requirements (31 credits)

Humanities: Nine (9) credits total from the following groups:

Asian/Pacific Culture (3 credits):

- Art 227
- Asan 120†, 121†, 122†
- Eng 257A
- Hist 123, 153†, 154†, 241, 242, 284, 288
- HwSt 100, 101, 102, 103, 104, 105, 106, 107, 119, 130, 131, 140, 141, 150, 151, 160, 161, 180, 201, 204, 206, 230, 231, 232, 233, 240, 241, 250, 251, 260, 261, 280, 281, 282
- Phil 102
- Rel 152
- SpCo 233

Humanities (3 credits):

- Art 101, 105B, 105C, 107, 107D, 108, 111, 112, 113, 114, 115, 120, 123, 125, 126, 159, 202, 207, 209, 212, 214, 217, 223, 225, 243, 244, 246, 248, 249, 257, 269C, 294, 295, 296
- Dnce 153, 185, 190V, 256† (see Ed 256), 285, 290V
- Ed 256† (see Dnce 256)
- Eng 103, 105, 204, 205†, (see Jour 205), 215, 255, 256, 257E
- Haw 101, 102, 201, 202
- Hist 120, 151†, 152†, 274, 281, 282
- Hum 100, 160† (see SSci 160), 275† (see Psy 275)
- Jour 205† (see Eng 205)
- Jpns 101, 102
- Ling 102, 121† (see Anth 121), 235† (see Anth 235)
- Mus 102
- Phil 100, 101, 120, 211, 213, 255
- Rel 150, 151, 153
- SpCo 231, 251†

AND three (3) credits from any other course listed in either Asian/Pacific or Humanities.

† Cross-listed courses (appearing in multiple areas or listed as different alphas) count only once for graduation requirements.

Natural Science: Ten (10) credits: nine (9) credits with one course from each of Groups 1 and 2. One of these courses must be accompanied by a one (1) credit *Natural Science* lab course.

Group 1: *Biological Sciences*

- Ag 200
- Biol 100/L, 101/L, 141/L, 142/L, 156/L, 171/L, 172/L
- Bot 101/L, 105/L, 130/L
- Micr 130/L
- Zool 101/L

Group 2: *Physical Sciences*

- Astr 110, 281
- BioC 241
- Chem 100/L, 151/L, 161/L, 162/L
- Geog 101/L
- GG 101/L
- Phys 100/L, 105

Group 3: *Other Sciences*

- Geog 122, 170/L, 180/L
- Ocn 201
- Phrm 203
- Sci 124/L

Social Sciences: Twelve (12) credits from at least three different alphas:

- AJ 101, 210, 256† (see HSer/WS 256), 280
- Anth 121† (see Ling 121), 150, 200, 235† (see Ling 235)
- Asan 120†, 121†, 122†
- Econ 120, 130, 131
- Ed 105, 131
- FamR 230
- Geog 102
- HSer 110, 140, 141† (see Subs 141),
248† (see Subs 248), 256† (see AJ/WS 256)
- IS 101
- PoLS 110
- Psy 100, 170, 214, 230, 270, 275† (see Hum 275)
- Soc 100, 208, 218, 251, 265, 289, 290
- SpCo 260
- SSci 150, 160† (see Hum 160), 250
- Subs 141† (see HSer 141), 248† (see HSer 248), 268
- WS 151, 256† (see AJ/HSer 256)

† Cross-listed courses (appearing in multiple areas or listed as different alphas) count only once for graduation requirements.

Electives (11 credits)

Any other courses offered at HawCC that are 100-200 level can be used as electives.

NOTE: Students may not use Independent/Directed Studies courses (marked 199 or 299) to meet area requirements unless prior permission is given by the advisor and the Vice Chancellor for Academic Affairs.

Additionally, courses numbered 99 or below are not applicable toward an Associate in Arts degree.

Writing Intensive Courses

A variety of courses are offered which are writing intensive (WI). These courses require students to do a significant amount of writing totalling a minimum of 4,000 words. Writing is emphasized as an essential tool for learning, course material, and a major element in determining a student's course grade. In WI courses, an opportunity is provided for interaction between the instructor and student as a part of the writing process. WI courses have a minimum prerequisite of completion of Eng 100. Completion of one WI course with a grade of "C" or better is required for the AA (LBRT) degree at HawCC. Students who are planning to transfer to a four-year college or university are advised to check on that institution's WI requirements and are recommended to take two or three WI courses at HawCC.

Fulfillment of General Education Requirement: Effective Fall 1994, students who have earned an articulated Associate in Arts (A.A.) degree from any University of Hawai'i Community College shall be accepted as having fulfilled the general education core requirements at all other University of Hawai'i campuses. While an articulated A.A. degree satisfies general education core requirements, students must also complete all specialized lower-division, major, college and degree/graduation requirements. Additional campus-specific requirements, such as competency in a foreign language or writing-intensive courses, may also be required. With planning, most if not all of the requirements may be incorporated into the A.A. degree; if not, they are required in addition to the A.A. degree.

Associate in Applied Science (A.A.S.) Degree

A two-year Technical-Occupational-Professional degree, consisting of at least 60 semester credits, which provides students with skills and competencies for gainful employment. This degree is not intended nor designed for transfer directly into a Baccalaureate program. A.A.S. programs may, however, include some Baccalaureate level course offerings.

To earn the Associate in Applied Science degree at HawCC, it is the responsibility of the student to meet the program requirements. Those requirements are:

1. Satisfactorily complete the program of courses prescribed for his/her major
2. Earn credits in prescribed communications and mathematics/thinking/reasoning courses
3. Earn nine (9) credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment
4. Earn a cumulative GPA of at least 2.0 in HawCC courses
5. Earn at least a 2.0 GPA in major courses
6. Earn his/her final 12 semester hours at HawCC

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Associate in Science Degree and Associate in Applied Science General Education Electives: The following courses may satisfy the A.S. and A.A.S. degree general education electives: Humanities/Cultural Environment, Natural Sciences/Natural Environment, Social Sciences/Social Environment. Check with a program advisor for program requirements. NOTE: Students should see their academic advisor for the most recent listing of courses used as general education electives.

Cultural Environment:

Through study of artistic, literary, and philosophical masterworks and by examining the development of significant civilizations, cultures and the nature of human communication, students gain an appreciation of history and achievements. This experience should enable the student to approach future studies of a more specific character with a broadened perspective.

- Art 101, 105B, 105C, 107, 107D, 108, 111, 112, 113, 114, 115, 120, 123, 125, 126, 159, 202, 207, 209, 211, 212, 214, 217, 223, 225, 227, 230, 243, 244, 246, 248, 249, 257, 269C, 294, 295, 296
- Asan 120†, 121†, 122†
- Dnce 153, 185, 190V, 256†, 285, 290V
- Ed 256† (see Dnce 256)
- Eng 103, 105, 204, 205† (see Jour 205), 215, 255, 256, 257A, 257E
- Haw 101, 102, 201, 202
- Hist 120, 123, 151, 152, 153, 154, 241, 242, 274, 281, 282, 284, 288
- Hum 100, 160† (see SSci 160), 275†
- HwSt 100, 101, 102, 103, 104, 105, 106, 107, 119, 130, 131, 140, 141, 150, 151, 160, 161, 180, 201†, 204, 206, 230, 231, 232, 233, 240, 241, 250, 251, 260, 261, 280, 281, 282
- IS 55
- Jour 205† (see Eng 205)
- Jpns 101, 102, 121, 122
- Ling 102, 121† (see Anth 121), 235† (see Anth 235)
- Mus 102
- Phil 100, 101, 102, 120, 211, 213, 255
- Psy 275
- Rel 150, 151, 152, 153
- SpCo 231, 251, 233

Natural Environment:

A scientifically literate person should know what science is, how scientific investigation is conducted, and that the activity of a scientist is a blend of creativity and rigorous intelligence. Independent investigation in the laboratory provide an understanding of the features of scientific hypothesis and their proofs that external accounts cannot wholly describe.

- Ag 54B, 122, 141, 175, 175L, 200, 250, 260¹
- Astr 110, 281
- BioC 241
- Biol 100, 100L, 101, 101L, 141, 141L, 142, 142L, 156, 156L, 171, 171L, 172, 172L
- Bot 101, 101L, 105, 105L, 130, 130L
- Chem 100, 100L, 151, 151L, 161/L, 162/L
- Culn 185¹
- FSHN 185
- Geog 101, 101L, 122, 170, 170L, 180, 180L
- GG 101, 101L
- Micr 130, 130L
- Ocn 201, 205
- Phrm 203
- Phys 25¹, 50¹, 55¹, 56¹, 100, 100L, 105
- Sci 20¹, 51¹, 124, 124L
- Zool 101, 101L

Social Environment:

Every educated person should have some appreciation of the role of culture and social institutions in the shaping of individual personality and the creation of social identities. Students should also develop an understanding of the extent to which scientific inquiry is appropriate to the creation of social knowledge and of the alternative ways of organizing human institutions and interpreting social reality.

- Ag 157, 230
- AJ 101, 180, 210, 256† (see HSer/WS 256), 280, 290B¹, 290C¹, 290D¹
- Anth 121† (see Ling 121), 150, 200, 235† (see Ling 235)
- Asan 120†, 121†, 122†
- Bus 71¹
- Busn 164¹
- Econ 20¹, 50¹, 120, 130, 131
- Ed 105, 131
- FamR 230
- Geog 102
- HD 234
- HSer 110, 140, 141† (see HwSt/Subs 141), 248† (see Subs 248), 256† (see AJ/WS 256)
- HwSt 201†
- ICS 100
- IEdB 20¹
- IS 101
- Law 30¹
- Mgt 20¹, 124¹

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- PolS 110
- Psy 100, 170, 214, 230, 270, 275†
- Soc 100, 208, 218, 251, 265, 289, 290
- SpCo 51¹, 151, 130¹, 260
- SSci 25¹, 45¹, 60¹, 111, 150, 160† (see Hum 160), 250
- Subs 141† (see HSer/HwSt 141), 248† (see HSer 248), 268, 270¹, 275¹, 280¹
- WS 151, 256† (see HSer/WS 256)

¹ Marked courses satisfy requirements for the A.A.S. degree and certificates only.

† Cross-listed courses (appearing in multiple areas or listed as different alphas) count only once for graduation requirements.

Associate in Science (A.S.) Degree

A two-year Technical-Occupational-Professional degree, consisting of at least 60 semester credits, which provides students with skills and competencies for gainful employment, entirely at the Baccalaureate level.

To earn the Associate in Science degree at HawCC, it is the responsibility of the student to meet the program requirements. The requirements are:

1. Satisfactorily complete the program of courses prescribed for his/her major
2. Earn credits in prescribed mathematics, communications, and thinking/reasoning courses or pass proficiency examinations in these subjects
3. Earn nine (9) credits total by selecting one 3-credit general elective course from each of the three areas: Cultural Environment, Natural Environment, Social Environment
4. Earn a cumulative GPA of at least 2.0 in HawCC courses
5. Earn at least a 2.0 GPA in major courses
6. Earn his/her final 12 semester hours at HawCC

Associate in Technical Studies (A.T.S.) Degree

A two year Technical-Occupational-Professional degree, consisting of at least 60 semester credits, which provides students with skills and competencies for gainful employment. This degree must be customized by using courses from two or more existing approved programs and is intended to target emerging career areas which cross traditional boundaries. This degree must have educational objectives which are clearly defined and recognized by business, industry, and employers who have near-immediate needs for specialized training for a limited number of employees. This degree must have advanced approval and cannot be requested based upon previously completed coursework.

Certificate of Achievement (C.A.)

A college credential for students who have successfully completed designated medium-term vocational education *credit* course sequences which provide them with job upgrading or entry-level skills. These courses or course sequences may not exceed 45 credit hours (unless external requirements exceed this number) and may not be less than 24 credit hours. The issuance of a Certificate of Achievement requires that the student must earn a cumulative GPA of 2.0 or better for all HawCC courses required in the certificate. The final 12 semester hours of work must be completed at HawCC.

Certificate of Completion (C.C.)

A college credential for students who have successfully completed designated short-term vocational education credit courses or vocational education course sequences which provide them with job upgrading or entry-level skills. These courses or course sequences may not exceed 23 credit hours and may not be less than 10 credit hours. The issuance of a Certificate of Completion requires that the student must earn a cumulative GPA of 2.0 or better for all HawCC courses required in the certificate.

Academic Subject Certificate (A.S.C.)

A college credential for students who have successfully completed a specific sequence of credit courses selected from the A.A. curriculum. The sequence must fit within the structure of the A.A. degree, may not extend the credits required for the A.A. degree, and shall be at least 12 credit hours. The issuance of the Academic Subject Certificate requires that the student must earn a GPA of 2.0 or better for all courses required in the certificate.

Certificate of Competence (CoC)

A college credential for students who have successfully completed designated short-term credit or non-credit courses which provide them with job upgrading or entry-level skills. The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. Credit course sequences shall be at least 4 but less than 10 credit hours. In a credit course sequence the student must earn a GPA of 2.0 or better for all courses required in the certificate.

Assessment

Assessment is the process of gathering information/data on student learning and services for the purposes of evaluating and improving the learning environment. The purpose of this policy is to establish that assessment is the responsibility of everyone employed by Hawai'i Community College.

The Assessment Committee, formed in 2004, established a 5-year cycle to integrate biennium and supplemental budget planning with assessment through comprehensive program reviews. An annual program review process, required by the UH System, was also initiated and monitored by the committee. The following UH System policies determine program review:

- UHCCP #5.202 (October 2005)
<http://www.hawaii.edu/offices/cc/docs/policies/5.202.pdf>
- Board of Regents Policy, Section 5-1.b
<http://www.hawaii.edu/offices/bor/policy/borpch5.pdf>
- University of Hawai'i Systemwide Executive Policy, E5.202
<http://www.hawaii.edu/apis/ep/e5/e5202.pdf>

In addition, standards and criteria from the Accrediting Commission for Community and Junior Colleges (ACCJC), as well as accrediting bodies providing oversight for career and technical education programs, serve as the overall guidelines within which the college establishes and revises its assessment activities. (Policy Haw 5.202)

Course Review Policy

The University Council on Articulation (UCA) policy requires that all of Hawai'i Community College's previously articulated general education core courses be reviewed over a five-year period. HawCC has developed procedures to review 20% of all of its approved courses each year. Courses will be reviewed according to their approval date; the oldest will be reviewed first. The policy and procedures were developed by the Academic Senate in collaboration with the Dean of Instruction, and were approved by the Senate on January 26, 2001. (Policy Haw 5.250)

PROGRAM DESCRIPTIONS

Accounting (ACC)

Faculty: M. DeMarco J. Onishi
J. Peralto B. Sanders

The Accounting program prepares students for entry-level positions. Learning centers on the accounting equation and the accounting cycle, recording financial transactions, and preparing financial statements.

Program Learning Outcomes

- Upon successful completion, students are prepared to:
- Perform basic accounting tasks and business math skills to maintain accurate accounting systems in for-profit organizations.
 - Communicate with stake holders in a manner that reflects organizational culture and sensitivity to diverse customer and community needs.
 - Perform basic office functions using standard and emerging technologies.
 - Demonstrate, in a work environment, effective self-management through efficient use of time and personal commitments.
 - Participate effectively in individual and group decision making.
 - Use critical thinking skills to make decisions that reflect legal and ethical standards of the accounting profession.

Program Requirements		CA	AAS
* Acc 20	Fundamentals of Accounting I	3	3
or			
+ Ent 150	Basic Accounting for Entrepreneurs	(3)	(3)
* Acc 124	Principles of Accounting I	3	3
* Acc 132	Payroll and HI Gen Excise Taxes (or Acc 130 or Acc 134 or Ent 120)	3	6
* Acc 150	Using Computers in Accounting	3	3
* Acc 155	Spreadsheets in Accounting	3	3
Busn 89	Electronic Calculating	1	1
Busn 121	Introduction to Word Processing	3	3
** Busn 189	Business Mathematics	3	3
Busn 150	Intro to Business Computing (or ICS 101)	3	3
Eng 55	Business Communications (or Eng 209 (UHH))	3	3
IS 55	In Focus: Template for Success (meets Cultural Environment requirement)	3	3
or			
+ IS 155	Principles/Philosophy of Success	(3)	(3)
* Acc 201	Elementary Accounting I (or Acc 125)	-	3
* Acc 202	Elementary Accounting II (or Acc 126)	-	3
* Acc 193B	Accounting Practicum II (or Acc 193V)	-	3
* Acc 255	Using Spreadsheets in Accounting II	-	3
Bus 71	Human Relations in Organizations (or Busn 164 or Econ 20 or Econ 50 or Econ 130 or Econ 131 or Mgt 20 or Mgt 124 or Psy 170)	-	3

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Bus 120	Principles of Business (or Bus 157 or Bus 240 (UHH) or Busn 170 or Phil 102)	-	3
Eng 100	Expository Writing	-	3
** SpCo	SpCo 51 or 130 or 151 or 251	-	3
Elective	Natural Environment	-	3
TOTAL			31 61

Credits in () are optional

* No grade below "C" will be counted toward graduation

** Meets competency requirement in mathematics or communications

+ Course pending approval

Administration of Justice (AJ)

Faculty: D. Kalei

This program provides students with a solid background in the field of Administration of Justice by offering a variety of courses designed to prepare students for careers within the criminal justice system. The program combines the scientific study of law enforcement, the court system and corrections, along with a focus on the administration of these systems. An important component of the program is the study of the causes and effects of crime and the ways in which society responds to such behavior.

This program is designed to prepare students to obtain a two-year degree with the knowledge and skills needed to enter a career upon graduation. It also academically prepares students who wish to continue their degree at a four-year institution.

A student who successfully completes 12 credits of AJ courses at HawCC may receive up to 6 additional AJ credits for completing basic police recruit training as required by government law enforcement agencies.

An internship program is also available to students who wish to earn college credit by working in the AJ field. Students can earn up to 6 credits, which can be applied to the program. Students interested in the internship program should contact the AJ Coordinator.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Develop and initiate personal career plans to obtain jobs or continue a degree in Administration of Justice or related fields.
- Use critical observation skills.
- Communicate with diverse populations in a culturally sensitive and professional manner.
- Assess and respond appropriately to conflict situations.
- Work independently and interdependently to accomplish shared professional outcomes.
- Use technology to access information and communicate effectively in a professional manner.
- Practice within the legal/ethical parameter of their profession.

Required Courses for the Associate in Science Degree in Administration of Justice

AJ 101	Introduction to Administration of Justice
AJ 210	Juvenile Justice
AJ 220	Constitutional Law
AJ 221	Criminal Law
AJ 280	Current Issues
Eng 100	Expository Writing
Eng 102	College Reading Skills
Math	Math 100 or above
or	
Phil 110	Introduction to Logic
SpCo 151	Into to Speech and Communication

Additional Requirements

- 12 credits in AJ courses.
- 9 credits total by selecting one 3-credit general elective course from each area: Humanities, Natural Science, and Social Science. All courses must be numbered 100 or above and be an approved course from the designated area.
- A minimum total of 60 credits at 100-level or higher.
- Earn a "C" or better in all AJ courses.
- An overall GPA of 2.0 or better.
- 12 credits of General Electives.



Administration of Justice 256 Domestic Violence Walk

First Semester		AS
** Eng 100	Expository Writing	3
Eng 102	College Reading Skills	3
** Math	Math 100 or higher	3
or		
Phil 110	Intro to Logic	(3)
Electives ††	Cultural Env., Natural Env., Social Env.	6
	TOTAL	15
Second Semester		AS
AJ 101	Intro to Administration of Justice	3
SpCo 151	Intro to Speech & Comm	3
Elective ††	Cultural Env., Natural Env., Social Env.	3
Electives	General	6
	TOTAL	15
Third Semester		AS
AJ 210	Juvenile Justice	3
AJ 221	Criminal Law	3
AJ or Subs	Elective	3
Electives	General	6
	TOTAL	15
Fourth Semester		AS
AJ 220	Constitutional Law	3
AJ 280	Current Issues in Admin of Justice	3
AJ or Subs	Electives (see below)	9
	TOTAL	15
	TOTAL	60

Credits in () are optional

** Meets competency requirement in mathematics or communications

†† Earn 9 credits total by selecting one 3-credit general elective course from each of three areas: Cultural Env., Natural Env., Social Env.

Electives - The following courses will be accepted:

- AJ 103, 104, 150, 170, 180, 193V, 208, 233, 234, 250, 256, 285, 290B, 290C, 290D
- Subs 140, 141, 245, 248, 262, 268, 270, 275, 280, 294, 295

Agriculture (AG)

This program prepares students for employment in government service, agribusiness, horticulture, livestock, flowers and foliage, landscape, macadamia nuts, papaya, and coffee industries.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Use safe, ecologically sound and legal horticultural practices.
- Design gardens that demonstrate the aesthetic principles of unity, repetition, balance, color, and texture congruent with the customers' desires.
- Cultivate horticultural crops in a sustainable manner.
- Operate and maintain tools and equipment.
- Plan and manage projects based on sound biological and technological principles.
- Set-up and manage a business enterprise.
- Interact with customers and co-workers in ways that effectively supports the work to be accomplished.

First Semester		CA	AAS
Ag 54A	Tropical Agriculture Production I	6	6
Ag 46	Landscape Maintenance	3	3
Ag 31	Farm Equip/Machinery/Power	3	3
Reading	Eng 21 or higher	3	-
** Writing	Eng 22 or higher	-	3
	TOTAL	15	15

Second Semester		CA	AAS
Ag 54B	Tropical Agriculture Production II	6	6
Ag 33	Greenhouse Construction	3	3
Ag 40	Plant Identification	3	3
** Math	Math 50 or higher	3	-
** Math	Math 22 or higher	-	3
	TOTAL	15	15

Third Semester		CA	AAS
Ag 122	Soil Technology	-	3
Ag 200	Principles of Horticulture	-	4
Ag 230	Agriculture Business Management	-	3
Elective	Natural Environment ††	-	3
Elective	Social Environment ††	-	3
	TOTAL	-	16

Fourth Semester		CA	AAS
Ag 141	Integrated Pest Management	-	3
Ag 157	Marketing of Agriculture Products	-	3
Ag 250	Sustainable Crop Production	-	3
Ag 250L	Sustainable Crop Production Lab	-	1
Ag 260	Tropical Landscape Horticulture	-	3
Elective	Cultural Environment ††	-	3
	TOTAL	-	16

TOTAL	30	62
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Landscape Worker Certificate of Completion

Ag 46	Landscape Maintenance	3
Ag 31	Farm Equip/Machinery/Power	3
Reading	Eng 21 or higher	(3)
Ag 33	Greenhouse Construction	3
Ag 40	Plant Identification	3
** Math	Math 50 or higher	(3)
	TOTAL	12

Farm Worker Certificate of Completion

Ag 54A	Tropical Agriculture Production I	6
Ag 31	Farm Equip/Machinery/Power	3
Ag 54B	Tropical Agriculture Production II	6
Ag 33	Greenhouse Construction	3
	TOTAL	18

Credits in () are optional

** Meets competency requirement in mathematics or communications

†† Earn 9 credits total by selecting one 3-credit general elective course from each of three areas: Cultural Env., Natural Env., Social Env.

First Semester		CA	AAS
ABRP 20	Intro to Auto Body Repair & Painting	1	1
ABRP 21	Oxyacetylene Welding & Cutting	2	2
ABRP 22	Gas Metal Arc Welding Techniques	3	3
ABRP 23	Advanced Welding Techniques	1	1
ABRP 24	Rust Repair & Corrosion Protection	2	2
ABRP 25	Metal Straightening Techniques	3	3
** Eng	ESL 15 or Eng 21 or higher	-	3
** Math 50	Technical Math or higher	-	3
TOTAL		12	18

Second Semester		CA	AAS
ABRP 30	Preparation & Refinish Safety	3	3
ABRP 31	Refinish Equipment & Preparation	1	1
ABRP 32	Refinish Application & Color Matching	2	2
ABRP 33	Paint Problems	2	2
ABRP 34	Color Blending	3	3
ABRP 35	Plastic Repair & Refinishing	1	1
Electives ††	Cultural Env., Natural Env., Social Env.	-	6
TOTAL		12	18

Third Semester		CA	AAS
ABRP 40	Collision Damage Appraisal	2	2
ABRP 41	Panel Replacement & Alignment	3	3
ABRP 42	Door and Quarter Panel Replacement	3	3
ABRP 43	Movable Glass Service	2	2
ABRP 44	Windshield & Stationary Glass Repairs	1	1
ABRP 45	Servicing Electrical Components	1	1
Elective ††	Cultural Env., Natural Env., Social Env.	-	3
TOTAL		12	15

Fourth Semester		CA	AAS
ABRP 50	Structural Damage Analysis	-	3
ABRP 51	Straightening Structural Components	-	3
ABRP 52	Structural Replacement	-	3
ABRP 53	Steering and Suspension	-	2
ABRP 54	Heating and Cooling Systems	-	1
ABRP 93V	CVE (optional)	-	-
TOTAL		-	12
TOTAL		36	63

** Meets competency requirement in mathematics or communications
 †† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment



Auto Body Repair & Painting students working on a vehicle

Automotive Refinish Certificate of Completion		
ABRP 30	Preparation & Refinish Safety	3
ABRP 31	Refinish Equipment & Preparation	1
ABRP 32	Refinish Application & Color Matching	2
ABRP 33	Paint Problems	2
ABRP 34	Color Blending	3
TOTAL		11

Basic Auto Body Repair Certificate of Completion		
ABRP 20	Intro to Auto Body Repair & Painting	1
ABRP 21	Oxyacetylene Welding & Cutting	2
ABRP 22	Gas Metal Arc Welding Techniques	3
ABRP 24	Rust Repair & Corrosion Protection	2
ABRP 25	Metal Straightening Techniques	3
TOTAL		11

Automotive Mechanics Technology (AMT)

Faculty: H. Fujii K. Shimizu

This program prepares the student for employment as a general mechanic in a service station or auto dealer's shop, or as a specialty mechanic or a specialist on engine tune-ups or electrical systems.

Program Learning Outcomes

- Upon successful completion, students are prepared to:
- Identify and demonstrate proper work readiness skills and respect for cultural differences.
 - Apply safety measures at all times.
 - Maintain proper use of shop tools and equipment.
 - Demonstrate access and use of online repair manuals.
 - Diagnose and repair typical problems encountered by owners of vehicles.
 - Perform routine maintenance functions on vehicles.

Entry Requirements

- Possess a valid driver's license
- Proficiency levels in both reading and mathematics are required to register for some or all of the Program courses:

<u>Subject Area</u>	<u>Minimum placement into course</u>
Mathematics	Math 22 or Math 50
Reading	Eng 21

First Semester		CA	AAS
AMT 20	Intro to Auto	1	1
AMT 23	Lubrication	1	1
AMT 30	Engines	7	7
AMT 40B	Fuel System	3	3
Electives ††	Cultural Env., Natural Env., Social Env.	-	6
TOTAL		12	18

Second Semester		CA	AAS
AMT 40C	Electrical System	6	6
AMT 46	Power Train	4	4
AMT 57	Emission	2	2
** Math 50	Technical Math I or higher	3	3
** Eng	ESL 15 or Eng 21 or higher	3	3
TOTAL		18	18

Third Semester		CA	AAS
AMT 50	Auto Transmission	4	4
AMT 53	Brake Systems	4	4
AMT 55	Suspension and Steering	4	4
Elective ††	Cultural Env., Natural Env., Social Env.	-	3
TOTAL		12	15

Fourth Semester		CA	AAS
AMT 60H	Diagnostic and Repair: Electrical/Fuel System & Related Components	-	3
AMT 60I	Diag & Repair: Engines and Related Components	-	3
AMT 60J	Diag & Repair: Susp./Brake & Related Components	-	3
AMT 60K	Diag & Repair: Power Train/Transmissions & Related Components	-	3
AMT 93V	CVE (optional with instructor approval)	-	-
TOTAL		-	12
TOTAL		42	63

** Meets competency requirement in mathematics or communications
 †† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment



Automotive Mechanics student

Business Technology (BTEC)

Faculty: G. Ching A. Chung
 R. Yamane

The Business Technology program enables students to communicate clearly through oral and written interactions complying with standard office etiquette. Students will use current and emerging technologies to create and produce quality, mailable office documents, and will learn how to organize and manage multiple organizational tasks and coworkers in an office, making efficient use of time and resources.

Program Learning Outcomes

- Upon successful completion, students are prepared to:
- Work as a responsible member of a team to meet an organization's objectives.
 - Demonstrate professionalism in work quality, appearance, attitude, and workplace behavior as required in a diverse business environment.

- Use current and emerging technologies effectively to create and manage documents and handle multiple priorities.
- Communicate clearly and effectively through oral and written interactions, complying with standard office etiquette.
- Use research and decision-making skills to make informed choices consistent with personal and organizational goals.
- Apply appropriate strategies to secure employment, retain a job, and advance in a career.

Program Requirements		CC	CA	AAS
* Busn 89	Electronic Calculating	1	1	1
* Busn 123	Word Processing for Business	3	3	3
* Busn 160	Telephone Techniques & Comm	1	1	1
* Busn 164	Career Success (meets Soc. Env. requirement for A.A.S.)	3	3	3
* Busn 166	Professional Employment Preparation	1	1	1
* Busn 182	Machine Transcription	3	3	3
** Busn 189	Business Mathematics	3	3	3
* Busn 150	Intro to Business Computing	-	3	3
* Busn 170	Records and Information Management	-	3	3
Busn 193V	Cooperative Education	-	3	3
** SpCo	SpCo 51 or 130 or 151	-	3	3
** Eng	Eng 22 or ESL 15 or higher	-	3	-
** Eng 100	Expository Writing	-	-	3
Acc 20	Fundamentals of Accounting I (or Acc 124 or 201)	-	-	3
Bus 120	Principles of Business	-	-	3
* Busn 151	Intermediate Business Computing	-	-	3
* Busn 292	Integrated Office Procedures	-	-	3
* Eng 55	Business Communications	-	-	3
Elective ††	Cultural Environment	-	-	3
Elective ††	Natural Environment	-	-	3
Business	Electives (see below)	-	-	6
Elective	General Electives †††	-	-	(3)
TOTAL (minimum)		15	30	60

Credits in () are optional

* No grade below "C" will be counted toward graduation

** Meets competency requirement in mathematics or communications

†† Earn 6 credits total by selecting one 3-credit general elective course from each of the areas: Cultural Environment, Natural Environment

††† General elective required only if total credits are less than 60

Business Electives - The following courses will be accepted:

- Acc 124, 125, 126, 130, 132, 134, 150, 155, 201, 202
- Busn 84, 86
- CENT 140, 240B, 240C, 241
- Econ 20, 50, 120, 130, 131
- Ent 120
- HosT 25, 47, 101, 150, 152, 260
- IS 55
- ITS 103, 104, 108, 118, 121, 140, 151, 193, 215, 221, 284
- Mgt 20, 124
- Mkt 120, 121, 130, 151, 157, 158, 185
- Nurs 110

Carpentry (CARP)

Faculty: G. Harada J. Tanabe

The Carpentry program allows students to participate in the “foundation-to-finish” experiences necessary to build a basic residential house while completing the required carpentry coursework. Students will graduate from the Carpentry program with the knowledge and experience necessary to begin employment at the entry level in the construction industry, or enter a four-year apprenticeship program. Credit may be given in the apprenticeship program for work completed at Hawai‘i Community College.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Understand and utilize math computations, formulas, and measurements required in the carpentry field.
- Understand the properties of wood, its sustainability and how it dictates the fundamental principles and procedures involved in carpentry.
- Demonstrate safe practices concerning, personal safety, hand and power tool usage, and all aspects of fabrication/construction.
- Use appropriate tools, materials/fasteners and current building technology to complete projects.
- Practice quality workmanship with regard to industry standards.
- Construct projects by interpreting drawings, applying building code requirements where applicable.
- Synthesize principles, procedures and objectives using critical thinking, appropriate materials, tools/equipment and procedures to construct a residential dwelling.
- Demonstrate awareness of environmental and cultural impacts at the community and global level during planning and construction phases.

Entry Requirements

- Proficiency levels in both reading and mathematics are required to register for some or all of the Program courses:

Subject Area	Minimum placement into course
Mathematics	Math 22 or Math 50
Reading	Eng 21

First Semester	CA	AAS
Carp 20A Basic Carpentry I	3	3
Carp 21A Basic Carpentry II	9	9
** Math 50 Technical Math I or higher	3	3
Blpr 30F Blueprint Reading for Carpenters	3	3
<i>TOTAL</i>	<i>18</i>	<i>18</i>

Second Semester	CA	AAS
Carp 22 Concrete Form Construction	12	12
Blpr 40 Blueprint Reading and Estimates	3	3
** Eng ESL 15 or Eng 21 or higher	3	3
<i>TOTAL</i>	<i>18</i>	<i>18</i>

Third Semester	CA	AAS
Carp 41 Rough Framing and Exterior Finish	-	12
Electives †† Cultural Env., Natural Env., Social Env.	-	6
<i>TOTAL</i>	<i>-</i>	<i>18</i>

Fourth Semester	CA	AAS
Carp 42 Finishing	-	12
Math 55 Technical Math II	-	1
Elective †† Cultural Env., Natural Env., Social Env.	-	3
Carp 93V CVE (optional)	-	-
<i>TOTAL</i>	<i>-</i>	<i>16</i>
TOTAL	36	70

** Meets competency requirement in mathematics or communications
 †† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment

Cisco Networking Academy (CNA)

Faculty: J. Yoshida

The Cisco Networking Academy (CNA) is an alliance between Cisco Systems, Inc. (the largest provider of networking equipment), education, business, government, and community organizations around the world. Since its inception in October 1997, more than 900,000 students each year have been reached through more than 9,000 Cisco Academies in all 50 states, Washington D.C., Guam, American Samoa, and in 165 other countries.

Hawai‘i Community College is authorized to offer Cisco Networking courses and others such as PC Hardware and Software, and Servers on a credit and non-credit basis. The courses also help prepare students for respective industry certification examinations.

The Cisco Certified Networking Associate (CCNA) series of courses are intended for CCNA examination preparation; to prepare individuals for further education/training; to complement courses/training in electronics, computer technology, and engineering; to provide practical hands-on exercises in computer network design, implementation and maintenance; and to prepare individuals for entry-level (learning-oriented) jobs in the computer networking field. The CCNA courses are:

- CENT 140: Network Fundamentals
- CENT 240B: Routing Protocols and Concepts
- CENT 240C: LAN Switching and Wireless
- CENT 241: Accessing the WAN

For more information about the CNA and courses, contact Jim Yoshida at jamesyos@hawaii.edu or at (808) 974-7427 or visit <http://cisco.netacad.net>

Cooperative Vocational Education (CVE)

Faculty: See individual program faculty

CVE is an elective that is offered to all qualified students enrolled in vocational-technical programs and who, through a cooperative arrangement between the school and employers, receive part-time related instruction in the school and on-the-job training through part-time employment.

Alternating study in college with employment in private or public sectors is provided—the two experiences being planned and supervised by HawCC and the employers contributes to the student's development in his or her chosen occupation.

Culinary Arts (CULN)

Faculty: P. Heerlein J. Lightner
A. Okuda S. Barr Rivera
B. Saiki

Cafeteria Manager: S. Dubczak

This program is designed to provide for entry-level employment in hotels, full-service restaurants, fast food restaurants, institutions (schools, hospitals, corrections, etc.) and private clubs. Accredited by the American Culinary Federation since July 2005.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Apply appropriate ethics for purchasing and receiving in the culinary industry.
- Demonstrate proper work attitudes and work habits.
- Demonstrate general knowledge of culinary departmental functions and their relationship.
- Demonstrate an understanding of the culinary industry business operations.
- Demonstrate entry-level proficiency in technical skills required in the culinary industry according to the American Culinary Federation.
- Choose an appropriate career path based on industry knowledge or requirements.
- Apply appropriate etiquette, appearance, and hygiene as required by industry standards.
- Demonstrate skills necessary for acquiring a job in the culinary field.
- Integrate their knowledge of Hawai'i's culture and food into cuisine.
- Apply nutritional concerns to the creation of menus.

First Semester		CC	CA	AAS
Culn 111	Introduction to the Culinary Industry	2	2	2
Culn 112	Sanitation and Safety	2	2	2
Culn 120	Fundamentals of Cookery	6	6	6
Culn 170	Food and Beverage Purchasing	3	3	3
Culn 160V	Dining Room Service/Stewarding	-	-	1
** Math 50	Technical Math I or higher	-	-	3
	TOTAL	13	13	17



Culinary Arts student stands proudly behind his show piece

Second Semester		CC	CA	AAS
Culn 115	Menu Merchandising	(1)	1	1
Culn 131	Short Order Cookery	3	3	3
Culn 140	Cold Food Pantry	4	4	4
Culn 150	Fundamentals of Baking	4	4	4
Culn 160V	Dining Room Service/Stewarding	-	-	1
** Eng	ESL 15 or Eng 21 or higher	-	-	3
	TOTAL	11	12	16
Third Semester		CC	CA	AAS
Culn 130	Intermediate Cookery	-	7	7
Culn 270	Food and Beverage Cost Control	-	5	5
Culn 185††	Culinary Nutrition	-	-	3
Mgt 20††	Introduction to Management	-	-	3
	TOTAL	-	12	18
Fourth Semester		CC	CA	AAS
Culn 220	Advanced Cookery	-	-	6
Culn 240	Garde Manger	-	-	4
Culn 252	Patisserie	-	-	4
Elective††	Cultural Environment (HwSt course recommended)	-	-	3
Culn 93V†	CVE (optional)	-	-	-
	TOTAL	-	-	17
	TOTAL	24	37	68

Credits in () are optional

** Meets competency requirement in mathematics or communications

† Optional with instructor's approval

†† Meets requirements in Cultural, Natural, or Social Environment

Diesel Mechanics (DISL)

Faculty: M. Soares

This program prepares the student for employment as a skilled tradesperson who troubleshoots, maintains, and repairs various types of diesel engines, trucks, tractors, boats, and other heavy equipment.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Function safely in a heavy equipment shop environment.
- Demonstrate ability to communicate effectively to gather and convey information.
- Apply theory and principles for proper diagnosis, repair, and maintenance in the heavy-duty truck equipment industry.
- Practice the minimum essential mental, physical, and behavioral skills necessary to maintain professional proficiency.
- Work collaboratively with others as well as independently.

First Semester		CA	AAS
DiMc 20	Intro to Diesel Engines	2	2
DiMc 21	Engine Operating Principles	2	2
DiMc 22	Cylinder Blocks & Heads	2	2
DiMc 23	Crankshaft & Bearings	2	2
DiMc 24	Camshaft, Gear Train, & Timing	2	2
DiMc 25	Piston & Connecting Rod Assemblies	2	2
** Math 50	Technical Math I or higher	-	3
** Eng	ESL 15 or Eng 21 or higher	-	3
	TOTAL	12	18

Second Semester		CA	AAS
DiMc 30	Intro to Electrical Systems	2	2
DiMc 31	Starting Systems & Circuits	1	1
DiMc 32	Charging Systems & Circuits	2	2
DiMc 33	Intro to Fuel Systems	2	2
DiMc 34	Caterpillar Fuel Systems	1	1
DiMc 35	Detroit Fuel Systems	1	1
DiMc 36	Cummins Fuel Systems	1	1
DiMc 37	Stanadyne Fuel Systems	1	1
DiMc 38	Bosch-CAV	1	1
Elective ††	Natural Environment (Phys 50 or higher recommended)	-	3
Elective ††	Cultural Environment	-	3
	TOTAL	12	18

Third Semester		CA	AAS
DiMc 40	Intro to Power Trains	3	3
DiMc 41	Clutches & Flywheels	1	1
DiMc 42	Mechanical Transmissions	1	1
DiMc 43	Drive Lines & Power Take-Offs	2	2
DiMc 44	Differentials & Final Drives	2	2
DiMc 45	Torque Converters & Hydraulic Assist Transmissions	2	2
DiMc 46	Hydrostatics	1	1
Elective ††	Social Environment (SpCo 51 or higher rec.)	-	3
	TOTAL	12	15

Fourth Semester		CA	AAS
DiMc 50	Brakes	-	2
DiMc 51	Suspension & Steering	-	2
DiMc 52	Engine Lub. & Lub. Systems	-	2
DiMc 53	Engine Coolants & Cooling Systems	-	2
DiMc 54	Air Intake & Exhaust Systems	-	2
DiMc 55	Hydraulics/Pneumatics	-	3
DiMc 93V	CVE (optional)	-	-
	TOTAL	-	13
	TOTAL	36	64

** Meets competency requirement in mathematics or communications
 †† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment

Digital Media Arts (DMA)

A.S. Degrees pending Board of Regents (BOR) approval

Faculty: V. Murakami

This certificate prepares students for work in the fields of digital media design and production. It gives necessary education and training to students seeking entry-level positions as digital media artists. It provides professionals already in the field with updated technology training.

To receive a certificate, majors must earn a "C" or better in each course.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Use technology effectively to create visual artworks.
- Gather, analyze, and evaluate information visually and critically.
- Engage aesthetics in everyday life by thinking and communicating visually.
- Contribute and apply knowledge of aesthetics to the needs of the community.
- Present a digital portfolio in a professional manner.
- Work effectively as a member of a project team.

Digital Video Track

First Semester		CC	AS
Art 112	Introduction to Digital Arts	3	3
Art 115	Foundation Studio: 2-D Design	3	3
Art 101 ††	Introduction to the Visual Arts (meets Cultural Environment requirement)	-	3
Art 107D	Intro to Digital Photography	-	3
** Eng 100	Expository Writing	-	3
	TOTAL	6	15

Second Semester		CA	AS
Art 202	Digital Imaging (or Art 212)	3	3
Art 209	Image in Motion Studio	3	3
Eng 105	Reading Film	-	3
** Math	Math 100 or higher	-	3
or			
Phil 110	Introduction to Logic	-	(3)
Elective	Art or General Elective	-	3
	TOTAL	6	15

Third Semester		CA	AS
Art 248	Digital Post-Production	-	3
Art 257	Motion Graphic Design	-	3
Elective	Natural Environment ††	-	3
Mus 102	Introduction to Sound Recording	-	3
SpCo 151	Introduction to Speech & Communication (or SpCo 231 or SpCo 233)	-	3
	TOTAL	-	15

Fourth Semester		CA	AS
Art 293	Internship (or Art 294)	3	3
Ent 120	Starting a Small Business	3	3
Elective	Art or General Elective	3	3
Art 296	Demo Reel Development	-	3
Elective	Social Environment ††	-	3
	TOTAL	9	15
	TOTAL	21	60

Graphic Design Track

First Semester		AS
Art 113 ††	Foundation Studio Drawing (meets Cultural Environment requirement)	3
Art 112	Introduction to Digital Arts	3
Art 115	Foundation Studio: 2-D Design	3
Art 107D	Intro to Digital Photography	3
** Eng 100	Expository Writing	3
	TOTAL	15

Second Semester		AS
** Math	Math 100 or higher	3
or		
Phil 110	Introduction to Logic	(3)
Art 120	Intro to Typography	3
Art 125	Introduction to Graphic Design	3
Art 159	History of Communication Design	3
Art 202	Digital Imaging	3
	TOTAL	15

Third Semester		AS
Art 225	Graphic Design II	3
Art 257	Motion Graphic Design	3
Elective	Natural Environment ††	3
Ent 120	Starting a Small Business	3
Elective	Art or General Elective	3
	TOTAL	15

Fourth Semester		AS
Art 293	Internship (or Art 294)	3
Art 295	Design Portfolio	3
Elective	Social Environment ††	3
SpCo 151	Introduction to Speech and Communication (or SpCo 231 or SpCo 233)	3
Elective	Art or General Elective	3
	TOTAL	15
	TOTAL	60

Credits in () are optional

** Meets competency requirement in mathematics or communications

†† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment

Early Childhood Education (ECED)

Faculty: M. Goya M. Wong
Children's Center Staff: C. Espaniola
 J. Puniwai B. Pavao

This program is designed to provide attitudes, skills, and knowledge for people who work with young children and their families in a variety of early childhood programs. The Certificate of Completion (C.C.) or Certificate of Achievement (C.A.) prepares students for support roles in early childhood programs. An Associate in Science (A.S.) degree prepares students to be teachers or lead practitioners in early childhood programs.

Students taking Laboratory or Practicum courses may be required to complete fingerprinting and criminal history record checks.

This degree is fully articulated with the Bachelor of Arts in Social Science (with a concentration in Early Childhood Education) offered through the University of Hawai'i West O'ahu via Distance Education.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Use knowledge of child development and of individual children to create healthy, challenging learning environments and experiences.
- Observe, document, and assess children's development and learning in partnership with families.
- Build positive relationships and guide children through supportive interactions.
- Plan, implement, and assess learning experiences using appropriate content, concepts, and methods.
- Base decisions and actions on ethical and other professional standards.
- Use reflective practice to demonstrate professionalism.

General Education Requirements

Certificate of Achievement:

- Eng 21 or 102 or higher
- Eng 22 or 100 or ESL 15
- SpCo 51 or 151
- Math 22 or higher

Associate of Science Degree:

- Eng 100
- Eng 102 or higher
- SpCo 151
- Phil 110 or Math 100 or higher (Math 115 recommended)
- 3 credits Natural Environment electives (100 level or higher)
- 6 credits Social Environment electives (100 level or higher)
- 3 credits Cultural Environment electives (100 level or higher)
- 3 credits (Ed 252 or Ed 255 or Humanities 100 level or higher)
- 3 credits of General Electives (100 level or higher)

Graduating students must receive a grade of "C" or better in these courses in order to be awarded their certificate or degree: Ed 105, Ed 110, Ed 131, Ed 190 or Ed 191, and Ed 291.



Early Childhood Education student working on a project

First Semester		CC	CA	AS
* Ed 105	Introduction to Early Childhood	3	3	3
* Ed 110	Developmentally Appropriate Pract.	3	3	3
* Ed 131	Early Childhood Development	3	3	3
GenEd	General Education Requirements	-	6	6
TOTAL		9	15	15
Second Semester		CC	CA	AS
(Certificate of Completion requires Ed 115 or 140 or 245)		3	-	-
Ed 115	Health, Safety, & Nutrition	(3)	3	3
Ed 140	Guidance of Children in Groups	(3)	3	3
Ed 263	Language and Creative Curriculum	-	-	3
or				
Ed 264	Inquiry and Physical Curriculum	-	-	(3)
GenEd	General Education Requirements	-	6	6
TOTAL		3	12	15
Third Semester		CC	CA	AS
* Ed 190 †	Early Childhood Laboratory	4	4	4
Ed 245	Child, Family, and Community	(3)	3	3
Ed 263	Language and Creative Curriculum	-	-	(3)
or				
Ed 264	Inquiry and Physical Curriculum (whichever was not taken previously)	-	-	3
GenEd	General Education Requirements	-	-	6
TOTAL		4	7	16
Fourth Semester		CC	CA	AS
* Ed 291	Early Childhood Practicum II	-	-	4
GenEd	General Education Requirements	-	-	9
Elective	General Elective	-	-	3
TOTAL		-	-	16
TOTAL (minimum)		16	34	62

* No grade below "C" will be counted toward graduation

† Ed 191 - Early Childhood Practicum I may be substituted for Ed 190 only when Ed 190 is not available and with instructor's consent.

The HawCC Children's Center, located on the Manono campus, provides a setting for early childhood students to gain practical experience with young children. The Center provides early education and care for children 18 months to 5 years of age and serves children of students, faculty, and staff from HawCC and UHH. Community children are accepted on a space available basis. The Center offers a high quality developmental approach to early education with qualified staff. Early childhood students work and study in the Center, under the guidance and supervision of early childhood faculty and staff. The Center is accredited by the National Association for the Education of Young Children.

Electrical Installation and Maintenance Technology (EIMT)

Faculty: R. Dela Cruz P. Pajo

This program prepares students for employment with electrical appliance shops, utility companies, and electrical construction, and maintenance companies. Learning will center on planning, designing, constructing, installing, and maintaining electrical wiring and equipment.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Accurately demonstrate entry-level skills in residential, commercial, and industrial electrical installation and maintenance.
- Practice safety on the job and recognize potential hazards.
- Interpret and comply with the National Electrical Code NFPA 70 book and local codes.
- Read and interpret all sections of blueprints and draft electrical circuits.
- Integrate carpentry, masonry, plumbing, and HVACR systems with electrical installation and maintenance.
- Produce take-off lists, perform layout and install new materials for existing and new projects.
- Think critically, do research, calculate minimum requirements, and solve problems.
- Demonstrate the qualities of an apprentice electrician: positive attitude and behavior, discipline, promptness and attendance, ability to work alone or with others, with cultural awareness and good communication skills.

Entry Requirements

- Proficiency levels in both reading and mathematics are required to register for some or all of the Program courses:

Subject Area	Minimum placement into course
Mathematics	Math 51 (or "C" or better in 22)
Reading	Eng 21

First Semester		CA	AAS
* EIMT 20	Interior Wiring	12	12
Blpr 22	Blpr Reading and Drafting	3	3
** Math 51	Algebra Topics for Electricity	3	3
TOTAL		18	18

Second Semester		CA	AAS
* EIMT 22	Electricity Theory and Practice	12	12
** Eng	ESL 15 or Eng 21 or higher	3	3
Blpr 30C	Blueprint. Reading for Electricians	-	3
	TOTAL	15	18
Third Semester		CA	AAS
* EIMT 41	Commercial Wiring	12	12
Elective ††	Natural Environment (Phys 50 or higher recommended)	-	3
Elective ††	Social Environment	-	3
	TOTAL	12	18
Fourth Semester		CA	AAS
* EIMT 43	Industrial Wiring	-	12
Elective ††	Cultural Environment	-	3
Elec 93V	CVE (Optional with instructor approval)	-	-
	TOTAL	-	15
	TOTAL	45	69

* No grade below "C" will be counted toward graduation

** Meets competency requirement in mathematics or communications

†† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment

Electronics Technology (ET)

This program prepares students for employment in telecommunications, medical electronics, computers, and consumer electronics. The electronic technician fabricates, installs, maintains, and repairs electronic equipment.

Students applying to the electronics program should have two years of high school math including geometry or algebra, and two years of high school science including chemistry or physics.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Specify, design, build, install, program, operate, troubleshoot, analyze, and modify electronics systems, automated test, and manufacturing control systems.
- Specify, install, program, operate, troubleshoot, and modify computer systems.
- Have effective written, interpersonal, presentation, and team building skills.
- Have the necessary leadership and management skills to effectively complete a project.
- Have a well-developed sense of work ethics and personal discipline to succeed in their chosen profession.
- Have attitudes, abilities, and skills required to adapt to rapidly changing technologies and a desire for life-long learning.

Entry Requirements

- Proficiency levels in both reading and mathematics are required to register for some or all of the Program courses:

<u>Subject Area</u>	<u>Minimum placement into course</u>
Mathematics	Math 24 or 66
Reading	Eng 21

First Semester		AAS
Etro 120	Electronics I	5
Etro 120L	Electronics I Lab	2
Etro 121	Electronics Fabrication and Assembly	2
Etro 121L	Electronics Fabrication and Assembly Lab	2
** Math 66	Trig & Alg Topics for Drafting/Electronics	4
** Eng	ESL 15 or Eng 21 or higher	3
	TOTAL	18

Second Semester		AAS
Etro 122	Electronics II	5
Etro 122L	Electronics II Lab	2
Etro 143	Digital Electronics	3
Etro 143L	Digital Electronics Lab	1
Etro 160	Laser Safety and Applications	1
Etro 161	Introduction to Optics and Photonics	3
Elective ††	Social Environment	3
	TOTAL	18

Third Semester		AAS
Etro 257	RF Communications	2
Etro 280	Microprocessor Architecture, Prog & Interfacing	3
CENT 140	Network Fundamentals	3
CENT 240B	Routing Protocols and Concepts	3
Elective ††	Natural Environment	3
	TOTAL	14

Fourth Semester		AAS
Etro 166	Introduction to Fiber Optics	3
Etro 287	Computer Systems and Networking	3
Etro 287L	Computer Systems and Networking Lab	1
CENT 240C	LAN Switching and Wireless	3
CENT 241	Accessing the WAN	3
Elective ††	Cultural Environment	3
	TOTAL	16
	TOTAL	66

** Meets competency requirement in mathematics or communications

†† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment

Optics Technology Certificate of Competence

Etro 160	Laser Safety and Applications	1
Etro 161	Introduction to Optics and Photonics	3
Etro 166	Introduction to Fiber Optics	3
	TOTAL	7

Network Technology Certificate of Completion

CENT 140	Network Fundamentals	3
CENT 240B	Routing Protocols and Concepts	3
CENT 240C	LAN Switching and Wireless	3
CENT 241	Accessing the WAN	3
	TOTAL	12

Environmental Studies Academic Subject Certificate (ASC-ENVS)

Faculty: P. Scheffler

The Environmental Studies Academic Subject Certificate, within the Liberal Arts degree, will provide a focus on issues concerning our environment. Some issues are unique to Hawai'i while some are global.

In order to allow students to study environmental issues from many different angles, the curriculum of this certificate is based on an interdisciplinary approach to Environmental Studies and includes courses from Humanities, Natural Sciences, and Social Sciences.

Residency and Transfer credit:

Credits may transfer from another college for courses equivalent to the ones listed in the curriculum.

Requirements

1. **Credits Required:** A minimum of 16 credits is required to receive the ESASC.
2. Earn a "C" or better in each course.

Core Requirements (7 credits)

- Sci 124 Introduction to Environmental Science
- Sci 124L Intro to Environmental Science Lab
- Ag 190V Internship
or
- SSci 250 Environmental Issues

Subject Areas (9 credits)

Plus one (1) course from each of the subject areas below:

Life Sciences (3 credits)

- BioC 241 Fundamentals of BioChemistry
- Biol 101 General Biology
- Biol 156 Natural History of the Hawaiian Islands
- Biol 171 Introductory Biology I
- Bot 101 General Botany
- Bot 130 Plants in Hawaiian Environment
- Zool 101 Principles of Zoology

Physical Sciences (3 credits)

- Chem 100 Chemistry for Non-Science Majors
- Chem 151 Elementary Survey of Chemistry
- Geog 101 Geography and the Natural Environment
- Geog 122 Geography of Hawai'i
- Ocn 201 Science of the Sea
- Ocn 205 Intermediate Oceanography

Social Sciences (3 credits)

- Econ 120 Principles of Economics
- Geog 102 World Regional Geography
- Phil 120 Science, Technology and Values
- PolS 110 Introduction to Political Science
- Soc 100 Survey of General Sociology
- Soc 218 Social Problems and Social Issues
- SSci 111 Humanity, Society, and Technology
- SSci 150 Ecology and Society

Fire Science (FS)

Faculty: J. Minassian

The Fire Science Program prepares individuals with the academic knowledge for entry employment in the Fire Service field as well as meeting the needs of in-service professionals.

Upon completion of this program, students will have the knowledge to prepare for a career with federal, state and local fire and emergency service agencies, with an emphasis on Structural Fire Fighting, Wildland Fire Suppression, Hazardous Materials Incidents, Fire Prevention and Investigation, Crash and Rescue, Fire Management and Administration, and the Incident Command System.

After earning the Associate in Science (A.S.) Degree, students have the opportunity to pursue a Bachelor's Degree in Fire Administration from Colorado State University (CSU) through distance learning. See Program Faculty for a list of courses that will transfer to CSU.

Health and physical requirements vary with different employers in the Fire Service field, so prospective students should seek advice before enrolling.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Meet the minimum academic training requirements of the National Fire Protection Association's (NFPA) Standard 1001, Standard for Fire Fighter Professional Qualifications (Fire Fighter I).
- Perform as fully qualified wildland firefighters (FFT2) in accordance with National Wildfire Coordinating Group PMS 310-1 standards.
- Utilize the Incident Command System to manage a wide variety of planned and un-planned incidents.
- Demonstrate knowledge of modern fire service strategies, tactics, and management for both structural and wildland fire incidents.
- Identify hazardous materials, hazardous properties, and successful emergency scene operations.
- Apply the principles of interpersonal communication, cooperative teamwork, supervision, and management for leadership in the fire service.
- Apply the theoretical principles of the chemistry of fire and hydraulics to solve water supply problems.

First Semester		CA	AS
Fire 101	Essentials of Fire Suppression	3	3
Fire 101L	Essentials of Fire Suppression Lab	1	1
Fire 151	Introduction to Wildland Fire Control	3	3
Fire 156	Incident Command System	3	3
** Eng 100	Expository Writing (or Eng 215)	-	3
** Math or Phil 110	Math 100 or higher Introduction to Logic	-	3 (3)
	TOTAL	10	16
Second Semester		CA	AS
Fire 153	Advanced Wildland Firefighting	3	3
Fire 157	Intermediate Wildland Fire Behavior	3	3
Chem 100	Chemistry for Non-Science Majors (or Chem 151)	-	3
Chem 100L	Chemistry for Non-Science Majors Lab (or Chem 151L)	-	1
ICS 100	Computing Literacy and Applications (or ICS 101)	-	4
	TOTAL	6	14
Summer		CA	AS
	Student Temporary Employment Program (Optional)	-	-
	TOTAL	-	-
Third Semester		CA	AS
Fire 202	Fire Hydraulics	3	3
Fire 212	Firefighting Strategies and Tactics	3	3
Fire 215	Wildland/Urban Interface Operations	3	3
Bot 101	General Botany (or Bot 130 ††)	-	3
Bot 101L	General Botany (or Bot 130L ††)	-	1
Biol 100	Human Biology	-	3
	TOTAL	9	16
Fourth Semester		CA	AS
Fire 207	Hazardous Materials Awareness/Operations	3	3
Fire 208	Aircraft Rescue Fire Fighting	3	3
Fire 210	Fire Administration	3	3
SpCo 251 ††	Public Speaking (or SpCo 260 ††)	-	3
Elective †	Social Environment	-	3
	TOTAL	9	15
	TOTAL	34	61

** Meets competency requirement in mathematics or communications

† Any Social Environment elective numbered 100 or above.

†† Meets Cultural Env. or Natural Env. requirement.

Hawai'i Life Styles Academic Subject Certificate (HLS ASC)

The Hawai'i Life Styles ASC supports students interested in exploring and experiencing Native Hawai'i Life Styles. Learners may specialize in the Subject Certificate while fulfilling the program requirements for any major at HawCC. The curriculum provides a strong, functional Hawai'i Life Styles foundation.

General Information

Students seeking the HLS ASC must receive a grade of "C" or better in all courses. The listed requirements are subject to change. For the latest information, please visit the website, <http://www.hawaii.hawaii.edu/humd/humhls/Welina.html> or contact an advisor:

Kekuhi Keali'ikanaka 'ole	(808) 974-7486
Taupouri Tangarō	(808) 933-0700
Leialoha Ilae-Kaleimamahu	(808) 974-7486
Manaiakalani Kalua	(808) 974-7486
Melanie Marciel	(808) 974-7602
Kihe'i Nahale-a	(808) 974-7602
E. Kalani Flores	(808) 322-4867 (West HI)

Requirements

1. **Credits Required:** A minimum of 17 credits is required to receive the HLS ASC.
2. A minimum of 6 credits must be completed at HawCC.
3. **Minimum GPA Required:** A minimum cumulative GPA of 2.0 is required.

Language Requirements (8 cr)

Must have Group 1 or Group 2:

Group Option 1

- Haw 101 Elementary Hawai'i Language I
- Haw 102 Elementary Hawai'i Language II

Group Option 2

- Haw 201 Intermediate Hawai'i Language I
- Haw 202 Intermediate Hawai'i Language II

Core Requirements (9 credits)

Required (3 credits)

- HwSt 100 Piko Hawai'i

Plus choose two from the following (6 credits)

- HwSt 101 Hawai'i Culture I: 'Aikapu
- HwSt 102 Hawai'i Spirituality
- HwSt 104 Hawai'i Myth Culture
- HwSt 105 Hawai'i Plant Culture

Hawai'i Life Styles (HLS)

Faculty:	E. Flores (WH)	L. Ilae-Kaleimamahu
	M. Kalua	K. Keali'ikanaka'ole
	K. Nahale-a	T. Tangarō
	M. Wong-Wilson	
Staff:	M. Burnett	S. Naleimaile
	T. Samio	

The Hawai'i Life Styles (HLS) Associate of Applied Science (A.A.S.) degree focuses on particular native Hawaiian occupations that supported a vibrant, sustainable, highly scientific, and spiritually balanced island population years prior to Western contact.

Program Learning Outcomes

The HLS degree prepares students to quantify and qualify their relationship to their community. The program educates students to promote, with confidence, the uniqueness of this land, the ocean, and its people. The HLS student learner outcomes encapsulate the ideals and philosophy of HawCC's Liberal Arts program student learner outcomes.

Upon successful completion, students are prepared to:

- **Kāhoewuli/Connections:** Articulate personal connections and interactions with people, communities, and environments to establish one's place, responsibilities, and purpose in the world.
- **Kā'iewe/Sense of Place:** Reflectively evaluate a sense of place and an awareness of the delicate balance necessary to maintain healthy life systems for generations to come.
- **Kā'imo'o/Sustainability:** Actively engage in the maintenance, preservation, and conservation of Hawai'i's and other global communities' landscapes and resources.
- **Ka'imaka/Perspective:** Demonstrate multi-sensory perspectives in natural and social environments to interact appropriately.
- **Kā'ikoi/Identity:** Apply cultural knowledge, practices, career skills, and experiences to strengthen and sustain one's life style and identity.
- **Kāimua/Leadership:** Advance leadership skills towards sound and creative decision-making that inspires balance in mind, body, spirit and advancement.
- **Kā'ipono/Excellence:** Foster a life-long desire to seek knowledge, wisdom, and experiences to enhance communities, family and self.



Honoring Moana-nui-ākea, our oceanic connections to the world

Hula Track (HLS-HULA)

The A.A.S. Degree in Hula prepares students to understand the depth and breadth of Hula that encompasses an interdisciplinary local and global knowledge base. This experience will allow students to consider a wide variety of potential careers including, but not limited to: environmental science, forestry, astronomy, anthropology, archeology, biology, agriculture, art, music, education, social services, business, development, planning, and politics with an increased knowledge in traditional and contemporary Native Hawaiian ideology and practice.

This degree is not designed for transfer directly into a Baccalaureate program; however, it does include many transfer level general education courses. To earn this degree, students must:

- Complete the required courses
- Earn a cumulative GPA of at least 2.0 as well as a 2.0 in each of the major courses
- Earn the final 12 semester hours at HawCC
- Earn the Hula-specific course credits (HwSt 130, 131, 230, and 231) in residency
- Meet with an HLS advisor/counselor (highly recommended)

First Semester		ASC	AAS
Haw 101	Elementary Hawai'i Language I	4	4
HwSt 100	Piko Hawai'i	3	3
HwSt 102 †	Hawai'i Spirituality	3	3
HwSt 130	Hula I: 'Aihā'a	-	3
** Comm	Eng 100 or 102 or SpCo 151	-	3
	TOTAL	10	16

Second Semester		ASC	AAS
Haw 102	Elementary Hawai'i Language II	4	4
HwSt 104 †	Hawai'i Myth Culture	3	3
HwSt 105 †	Hawai'i Plant Culture	(3)	3
HwSt 131	Hula II: 'Olapa	-	3
** Math	Math 100 or Phil 110	-	3
	TOTAL	7	16

Third Semester		ASC	AAS
Haw 201	Intermediate Hawai'i Language I	(4)	4
HwSt 101 †	Hawai'i Culture I: 'Aikapu	(3)	3
HwSt 103	Hawai'i Art Culture	-	1
HwSt 103	Hawai'i Art Culture (different topic)	-	1
HwSt 230	Hula III: 'Auana	-	3
History	Hist 153 or Hist 154	-	3
	TOTAL	-	15

Fourth Semester		ASC	AAS
Haw 202	Intermediate Hawai'i Language II	(4)	4
HwSt 103	Hawai'i Art Culture (different topic)	-	1
HwSt 201	Hawai'i Culture II: 'Ai Noa	-	3
HwSt 231	Hula IV: Hu'elepo	-	4
Elective	Natural Environment (Bot 130 or Biol 156 recommended)	-	3
	TOTAL	-	15
	TOTAL	17	62

Credits in () are optional

** Meets competency requirement in mathematics or communications

† The ASC requires any two of the following: HwSt 101, 102, 104, 105

Lawai'a Track (HLS-LAWA)

The A.A.S. Degree in Lawai'a prepares students to understand the depth and breadth of Lawai'a that encompasses an interdisciplinary local and global knowledge base. This experience will allow students to consider a wide variety of potential careers including, but not limited to: marine biology, aquaculture, environmental science, oceanography, astronomy, navigation, anthropology, archeology, biology, agriculture, art, music, education, social services, business, development, planning, and politics with an increased knowledge in traditional and contemporary Native Hawaiian ideology and practice.

This degree is not designed for transfer directly into a Baccalaureate program; however, it does include many transfer level general education courses. To earn this degree, students must:

- Complete the required courses
- Earn a cumulative GPA of at least 2.0 as well as a 2.0 in each of the major courses
- Earn the final 16 semester hours at HawCC
- Earn the Lawai'a-specific course credits (HwSt 150, 151, 250, 251) in residency
- Meet with an HLS advisor/counselor (highly recommended)

First Semester		ASC	AAS
Haw 101	Elementary Hawai'i Language I	4	4
HwSt 100	Piko Hawai'i	3	3
HwSt 102 †	Hawai'i Spirituality	3	3
HwSt 150	Lawai'a I: Ku'ula Kai	-	3
** Comm	Eng 100 or 102 or SpCo 151	-	3
TOTAL		10	16

Second Semester		ASC	AAS
Haw 102	Elementary Hawai'i Language II	4	4
HwSt 104 †	Hawai'i Myth Culture	3	3
HwSt 105 †	Hawai'i Plant Culture	(3)	3
HwSt 151	Lawai'a II: Kaneloa	-	3
** Math	Math 100 or Phil 110	-	3
TOTAL		7	16

Third Semester		ASC	AAS
Haw 201	Intermediate Hawai'i Language I	(4)	4
HwSt 101 †	Hawai'i Culture I: 'Aikapu	(3)	3
HwSt 103	Hawai'i Art Culture	-	1
HwSt 103	Hawai'i Art Culture (different topic)	-	1
HwSt 250	Lawai'a III: Loko I'a	-	3
History	Hist 153 or Hist 154	-	3
TOTAL		-	15

Fourth Semester		ASC	AAS
Haw 202	Intermediate Hawai'i Language II	(4)	4
HwSt 103	Hawai'i Art Culture (different topic)	-	1
HwSt 201	Hawai'i Culture II: 'Ai Noa	-	3
HwSt 251	Lawai'a IV: Kipapalauulu	-	4
Elective	Natural Environment (Bot 130 or Biol 156 recommended)	-	3
TOTAL		-	15
TOTAL		17	62

Credits in () are optional

** Meets competency requirement in mathematics or communications

† The ASC requires any two of the following: HwSt 101, 102, 104, 105

Mahi'ai Track (HLS-MAHI)

The A.A.S. Degree in Mahi'ai prepares students to understand the depth and breadth of Mahi'ai that encompasses an interdisciplinary local and global knowledge base. This experience will allow students to consider a wide variety of potential careers including, but not limited to: agriculture, agroforestry, environmental science, forestry, astronomy, anthropology, archeology, biology, art, music, education, social services, business, development, planning, and politics with an increased knowledge in traditional and contemporary Native Hawaiian ideology and practice.

This degree is not designed for transfer directly into a Baccalaureate program; however, it does include many transfer level general education courses. To earn this degree, students must:

- Complete the required courses
- Earn a cumulative GPA of at least 2.0 as well as a 2.0 in each of the major courses
- Earn the final 16 semester hours at HawCC
- Earn the Mahi'ai-specific course credits (HwSt 140, 141, 240, 241) in residency
- Meet with an HLS advisor/counselor (highly recommended)

First Semester		ASC	AAS
Haw 101	Elementary Hawai'i Language I	4	4
HwSt 100	Piko Hawai'i	3	3
HwSt 102 †	Hawai'i Spirituality	3	3
HwSt 140	Mahi'ai I: Kanu'ai	-	3
** Comm	Eng 100 or 102 or SpCo 151	-	3
TOTAL		10	16

Second Semester		ASC	AAS
Haw 102	Elementary Hawai'i Language II	4	4
HwSt 104 †	Hawai'i Myth Culture	3	3
HwSt 105 †	Hawai'i Plant Culture	(3)	3
HwSt 141	Mahi'ai II: 'Au'ai	-	3
** Math	Math 100 or Phil 110	-	3
TOTAL		7	16

Third Semester		ASC	AAS
Haw 201	Intermediate Hawai'i Language I	(4)	4
HwSt 101 †	Hawai'i Culture I: 'Aikapu	(3)	3
HwSt 103	Hawai'i Art Culture	-	1
HwSt 103	Hawai'i Art Culture (different topic)	-	1
HwSt 240	Mahi'ai III: Huki'ai	-	3
History	Hist 153 or Hist 154	-	3
TOTAL		-	15

Fourth Semester		ASC	AAS
Haw 202	Intermediate Hawai'i Language II	(4)	4
HwSt 103	Hawai'i Art Culture (different topic)	-	1
HwSt 201	Hawai'i Culture II: 'Ai Noa	-	3
HwSt 241	Mahi'ai IV: Ku'i'ai	-	4
Elective	Natural Environment (Bot 130 or Biol 156 recommended)	-	3
TOTAL		-	15
TOTAL		17	62

Credits in () are optional

** Meets competency requirement in mathematics or communications

† The ASC requires any two of the following: HwSt 101, 102, 104, 105

Hospitality and Tourism (HOST)

Faculty: J. Lightner (WH)

The Hospitality and Tourism program is designed to provide job training for entry-level and first line supervisory level positions in the hospitality/visitor industry. Offering educational training in the field of hospitality/visitor industry will ensure a skilled pool of workers is continuously available to meet the industry's employment demand on the Island of Hawai'i. Additionally, making a career path possible to local workers strengthens the human assets of our community. The program was established to:

- Meet the growing needs of the hotels and related hospitality/visitor organizations by training existing and future employees in basic skills needed to obtain entry-level and supervisory positions.
- Provide job upgrading skills necessary for career advancement in the hospitality/visitor industry.
- Develop skills in verbal and written communication.
- Develop skills in distance learning that will promote life-long learning.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Explain the ethics and values in the Hospitality and Tourism industry.
- Demonstrate proper work attitudes and work habits.
- Demonstrate general knowledge of hotel departmental functions and their relationship.
- Demonstrate general knowledge of the structure, function, and operation of hospitality and tourism industry enterprises.
- Demonstrate entry-level proficiency in technical skills required in the hospitality and tourism industry.
- Choose an appropriate career path based on industry knowledge or requirements.
- Practice proper etiquette, appearance, and hygiene as required by industry standards.
- Demonstrate judgment and skills necessary in the job selection process.
- Integrate their knowledge of Hawai'i's history and culture into hospitality and tourism industry operations.

First Semester	CC	CA	AAS
HosT 25 Guest Service Procedures	3	3	3
HosT 101 Intro to Hospitality & Tourism	3	3	3
HosT 150 Housekeeping Operations	3	3	3
HosT 152 Front Desk Operations	3	3	3
Busn 150 Intro to Business Computing (or ICS 100 or 101)	3-4	3-4	3-4
TOTAL	15-16	15-16	15-16
Second Semester	CC	CA	AAS
Eng 100 Expository Writing	3	3	3
HosT 47 Hospitality Marketing	-	3	3
HosT 260 Hospitality Law	-	3	3
** SpCo 151 Intro to Speech & Communication	-	3	3
HosT 193V Cooperative Education	-	3	3
TOTAL	3	15	15

Third Semester	CC	CA	AAS
Mgt 20 Intro to Management	-	3	3
Culn 112 Sanitation and Safety	-	-	2
Culn 170 Food and Beverage Purchasing	-	-	3
Culn 120 Fundamentals of Cookery	-	-	6
Culn 185 Culinary Nutrition	-	-	3
TOTAL		3	17

Fourth Semester	CC	CA	AAS
** Acc 130 Hospitality Accounting I (or Acc 20 or 124 or 201)	-	3	3
HwSt 101 Hawai'i Culture I: 'Aikapu (or any 3-credit HwSt class)	-	3	3
HosT 44 Principles of Hotel Management	-	-	3
HosT 293V Cooperative Education	-	-	3
Bus 120 Principles of Business	-	-	3
TOTAL		6	15
TOTAL	18-19	39-40	62-63

Credits in () are optional

** Meets competency requirement in mathematics or communications

Human Services (HSER)

Faculty: S. Claveria

This certificate prepares students for entry- and mid-level entry employment in such diverse settings as group homes and halfway houses; correctional, developmentally delayed, and community mental health centers; family, child and youth agencies; and programs concerned with special needs such as alcoholism, drug abuse, family violence, homelessness, and aging.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Portray a respectful attitude harmonizing with place, culture, and diverse perspectives, through a reflection of values and self awareness.
- Evaluate employment and educational opportunities through a comprehensive awareness of the function of Human Services in the community.
- Utilize communication skills and implementation strategies to assess the multiple causes of social issues and concerns.

To receive a certificate, HSER majors must earn a "C" or better in each HSER course.

Human Services Requirements	CC
HSer 110 Introduction to Human Services	3
or	
HSer 111 Intro to Human Services: Therapeutic Aide	(3)
HSer 193 Human Services Practicum I	3
HSer 293 Human Services Practicum II	3
Psy Psy 100 or 170	3
Eng Eng 22 or ESL 15	3
Soc. Env. option courses approved by HServ. Coordinator	6
TOTAL	21

Credits in () are optional

Information Technology (IT)

Faculty: A. Brown

The Information Technology program is a career-laddered, competency-based program that provides training in the use and support of business-related computer systems, data communication networks (including local area networks), and the development of business computer information systems programs using procedural, event-driven and object-oriented programming techniques.

The program includes a combination of business, computer, and information technology courses. Campus-based computer and networking projects, faculty supervised laboratories, and workplace internships provide hands-on experience designed to prepare students for positions in computer support, programming, network administration, or systems development in a business information technology system. The program focuses on computers and information technology as tools to solve business problems.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Plan, develop, and implement the hardware, software, and procedural components of a data processing system in a business environment. (Information Systems)
- Plan, develop, and implement the hardware, software, and procedural components of a data communications system in a business environment. (Networking)
- Plan, develop, implement, and document computer programs that meet the data processing requirements of a business organization. (Programming)
- Work independently and cooperatively to deliver reports, programs, projects, and other deliverables that document a business organization's information technology requirements. (Productivity)
- Base decisions and actions on the legal, ethical, and professional guidelines and practices of the information technology field. (Legal/Ethical/Professional)
- Demonstrate the ability to search, analyze, and synthesize current information and solutions in the rapidly changing information technology profession. (Explore)

Entry Requirements

- Proficiency levels in both reading and mathematics are required to register for some or all of the Program courses:

Subject Area	Course Completion	or	Placement into course
Mathematics	Math 22 or 24		Math 26
Reading	Eng 21		Eng 102

First Semester		CA	AS
ICS 101	Digital Tools for the Information World	4	4
ITS 103	Introduction to the Programming Process	4	4
ITS 104	Computer Hardware Support	4	4
Acc 201	Elementary Accounting I	3	3
** Eng 102	College Reading Skills	3	3
	TOTAL	18	18

Second Semester		CA	AS
ITS 108	Computer Software Support	3	3
ITS 118	Visual Basic Programming for Business Applications	4	4
ITS 121	Computing Topics	3	3
** Eng 100	Expository Writing	3	3
** Math 100	Survey of Mathematics (or higher)	3	3
	TOTAL	16	16

Third Semester		CA	AS
ITS 151	Applied Database Programming in an Object Oriented Environment	-	4
ITS 215	Network Administration	-	4
ITS 218	Help Desk Support	-	3
** SpCo 151	Intro to Speech and Communication	-	3
Elective ††	Cultural Env., Natural Env., Social Env.†	-	3
	TOTAL	-	17

Fourth Semester		CA	AS
ITS 293	IT Program Internship	-	3
ITS 221	Advanced Computing Topics	-	3
ITS 284	Data Communications Fundamentals	-	3
Electives ††	Cultural Env., Natural Env., Social Env.†	-	6
	TOTAL	-	15
	TOTAL	34	66

Additional Requirements

- Earn a "C" or better in all ICS and ITS courses.
- Earn an overall GPA of 2.0 or better.

** Meets competency requirement in mathematics or communications

† Any Social Environment elective other than ICS 100.

†† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural Env., Natural Env., Social Env. All elective courses must be numbered 100 or above.

Computer Support Certificate of Completion

ICS 101	Digital Tools for the Information World	4
ITS 104	Computer Hardware Support	4
ITS 108	Computer Software Support	3
	TOTAL	11



Information Technology students taking apart a desktop

Liberal Arts (LBRT)

Faculty:	M. Bader L. Brezinsky S. Cline (WH) T. Dean (WH) E. Flores (WH) S. Giordanengo C. Hoffman (WH) P. Hudson J.G. James D. Kalei K. Keali'iikanaka'ole M. Larish A. Maeda J. Marlow D. Moore C. Naguwa T. Nahm-Mijo J. Ryan J. Savage J. Schumaker O. Steele J. Stradtman-Carvalho F.D. Uchima C. Wilcox-Boucher M. Wong-Wilson	R. Brashear-Kaulfers S. Claveria T. Cravens (WH) D. D'Haenens-Luker R. Gartner M. Goya M. Hu L. Ilae-Kaleimamahu L. Jones (WH) M. Kalua G. Kimura B. Laurich C. Marlow E. Mecklenburg V. Murakami K. Nahale-a N. Rodriguez K. Sato P. Scheffler K. Sims (WH) T. Tangarō J. Wilcox (WH) M. Wong L. Zitnik
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The Associate in Arts degree Program, also referred to as the Liberal Arts (LBRT) Program, is designed for students who are preparing themselves to transfer to a four-year college or university.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Think and act with intellectual insight and integrity. Gather, analyze, and evaluate information. Pose questions, synthesize ideas, solve problems, and reach logical conclusions. Create new ideas and works that express individuality.
- Discover, construct and communicate meaning through observing, listening, speaking, reading, writing, and interacting.
- Apply mathematical reasoning and scientific methods to solve problems.
- Evaluate historical perspectives to inform present thought and influence future action.
- Use information ideas, and methods from diverse disciplines to enhance intellectual, aesthetic, professional, and community life.
- Engage persons across the whole community in working collaboratively to advance shared goals.
- Make informed and principled decisions with respect to individual conduct, the community, and the environment. Respect, promote and support Hawaiian and Local cultures and social diversity.
- Demonstrate commitment to social and natural systems in ways that honor and sustain the integrity of life.

To earn the Associate in Arts Degree, a student must meet the following requirements:

1. Credits Required: A total of 60 credits earned at or transferred to HawCC in 100-200 level courses
2. A minimum of 15 HawCC credits must be completed
3. Minimum GPA Required: A minimum cumulative GPA of 2.0 is required for graduation
4. CR/NC option may be used to satisfy area and general elective requirements (Policy Haw 5.503)

Core Requirements (18 credits)

Communication (9 credits):

- Eng 102 (Reading), 100 (Writing)
- SpCo 151 or 251†

Logical Reasoning (3 credits):

- Math 100 or higher or Phil 110

World Civilization (6 credits):

- Hist 151† or 153†; and Hist 152† or 154†

Writing Intensive:

- One WI course with a "C" or better grade

Area Requirements (31 credits)

Humanities: Nine (9) credits total from the following groups:

Asian/Pacific Culture (3 credits):

- Art 227
- Asan 120†, 121†, 122†
- Eng 257A
- Hist 123, 153†, 154†, 241, 242, 284, 288
- HwSt 100, 101, 102, 103, 104, 105, 106, 107, 119, 130, 131, 140, 141, 150, 151, 160, 161, 180, 201, 204, 206, 230, 231, 232, 233, 240, 241, 250, 251, 260, 261, 280, 281, 282
- Phil 102
- Rel 152
- SpCo 233

(continued on next page)

Humanities (3 credits):

- Art 101, 105B, 105C, 107, 107D, 108, 111, 112, 113, 114, 115, 120, 123, 125, 126, 159, 202, 207, 209, 212, 214, 217, 223, 225, 243, 244, 246, 248, 249, 257, 269C, 294, 295, 296
- Dnce 153, 185, 190V, 256† (see Ed 256), 285, 290V
- Ed 256† (see Dnce 256)
- Eng 103, 105, 204, 205†, (see Jour 205), 215, 255, 256, 257E
- Haw 101, 102, 201, 202
- Hist 120, 151†, 152†, 274, 281, 282
- Hum 100, 160† (see SSci 160), 275† (see Psy 275)
- Jour 205† (see Eng 205)
- Jpns 101, 102
- Ling 102, 121† (see Anth 121), 235† (see Anth 235)
- Mus 102
- Phil 100, 101, 120, 211, 213, 255
- Rel 150, 151, 153
- SpCo 231, 251†

AND three (3) credits from any other course listed in either Asian/Pacific or Humanities.

† Cross-listed courses (appearing in multiple areas or listed as different alphas) count only once for graduation requirements.

Natural Science: Ten (10) credits: nine (9) credits with one course from each of Groups 1 and 2. One of these courses must be accompanied by a one (1) credit *Natural Science* lab course.

Group 1: Biological Sciences

- Ag 200
- Biol 100/L, 101/L, 141/L, 142/L, 156/L, 171/L, 172/L
- Bot 101/L, 105/L, 130/L
- Micr 130/L
- Zool 101/L

Group 2: Physical Sciences

- Astr 110, 281
- BioC 241
- Chem 100/L, 151/L, 161/L, 162/L
- Geog 101/L
- GG 101/L
- Phys 100/L, 105

Group 3: Other Sciences

- Geog 122, 170/L, 180/L
- Ocn 201
- Phrm 203
- Sci 124/L

Social Sciences: Twelve (12) credits from at least three different alphas:

- AJ 101, 210, 256† (see HSer/WS 256), 280
- Anth 121† (see Ling 121), 150, 200, 235† (see Ling 235)
- Asan 120†, 121†, 122†
- Econ 120, 130, 131
- Ed 105, 131
- FamR 230
- Geog 102
- HSer 110, 140, 141† (see Subs 141), 248† (see Subs 248), 256† (see AJ/WS 256)
- IS 101
- PoLS 110
- Psy 100, 170, 214, 230, 270, 275† (see Hum 275)
- Soc 100, 208, 218, 251, 265, 289, 290
- SpCo 260
- SSci 150, 160† (see Hum 160), 250
- Subs 141† (see HSer 141), 248† (see HSer 248), 268
- WS 151, 256† (see AJ/HSer 256)

† Cross-listed courses (appearing in multiple areas or listed as different alphas) count only once for graduation requirements.

Electives (11 credits)

Any other courses offered at HawCC that are 100-200 level can be used as electives.

NOTE: Students may not use Independent/Directed Studies courses (marked 199 or 299) to meet area requirements unless prior permission is given by the advisor and the Vice Chancellor for Academic Affairs.

Additionally, courses numbered 99 or below are not applicable toward an Associate in Arts degree.

Writing Intensive Courses

A variety of courses are offered which are writing intensive (WI). These courses require students to do a significant amount of writing totalling a minimum of 4,000 words. Writing is emphasized as an essential tool for learning, course material and a major element in determining a student's course grade. In WI courses, an opportunity is provided for interaction between the instructor and student as a part of the writing process. WI courses have a minimum prerequisite of completion of Eng 100. Completion of one WI course with a grade of "C" or better is required for the AA (LBRT) degree at HawCC. Students who are planning to transfer to a four-year college or university are advised to check on that institution's WI requirements and are recommended to take two or three WI courses at HawCC.

Liberal Arts/Associate in Arts with a Business Emphasis (LBRT)

A Memorandum of Understanding (MOU) exists between the University of Hawai'i at Hilo - College of Business and Economics (COBE) and Hawai'i Community College (HawCC) to allow students who have earned the Liberal Arts (Associate in Arts) Degree with a Business emphasis to transfer to COBE to earn a baccalaureate degree in Business.

Students declare LBRT as a major and follow the basic requirements for the LBRT degree with the exception of certain prescribed classes listed below.

Core Requirements (18 credits)

Communication (9 credits):

- Eng 102 (Reading) and 100 (Writing)
- SpCo 251†

Logical Reasoning (3 credits):

- Math 135 or 205 or 206

World Civilization (6 credits):

- Hist 151† or 153†; and Hist 152† or 154†

Writing Intensive:

- One WI course with a "C" or better grade

† Cross-listed courses (appearing in multiple areas or listed as different alphas) count only once for graduation requirements.

Area Requirements (31 credits)

Humanities: Nine (9) credits total from the following groups (see complete LBRT listing):

- *Asian/Pacific Culture* (3 credits)
- *Humanities* (3 credits)
- **AND** three (3) credits from any other course listed in either Asian/Pacific or Humanities.

Natural Science: Ten (10) credits: nine (9) credits with one course from each of Groups 1 and 2. One of these courses must be accompanied by a one (1) credit *Natural Science* lab course (see complete LBRT listing):

- *Group 1: Biological Sciences* (3 credits)
- *Group 2: Physical Sciences* (3 credits)
- *Group 3: Other Sciences*

Social Sciences: Twelve (12) credits from at least three different alphas (see complete LBRT listing):

- Econ 130 and 131 (6 credits)
- Anth 200 or Psy 100 or Soc 100 (3 credits)
- One additional course with a different alpha (3 credits)

Business Emphasis Electives (11 credits)

- Acc 201 and Acc 202 (6 credits)
- Math 115 (3 credits)
- Busn 150 or ICS 101 or Bus 240 (UHH) or Eng 209W (UHH)

Machine, Welding and Industrial Mechanics Technologies (MWIM)

Faculty: D. Leite D. Miyashiro

This program prepares the student for employment in the metalworking and mechanical/maintenance trades. Employment may be in construction, food processing, manufacturing, utilities, astronomical observatories, or related industries. The job requires good physical health, above average eye/hand coordination, mechanical reasoning, and good form perception and spatial relationship. Job responsibilities may include fabricating, repairing, or maintaining metal products on equipment, buildings, and systems.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Demonstrate the skills and knowledge required for the machine, welding and industrial mechanics occupations.
- Demonstrate good work ethics, positive work habits and attitudes that will make them employable in this cluster of occupations.

Machine Technology Option

(The certificate services those students and employers that are interested only in Machine Technology.)

First Semester		CC	CA	AAS
Mach 20	Intro to Machine Shop Technology	1	1	1
Mach 21	Measurement and Layout	1	1	1
Mach 22	Handtools and Benchwork	1	1	1
Mach 23	Basic Machine Tools	1	1	1
Weld 26	Basic Arc Welding	-	2	2
Weld 27	Metalworking Lab I	-	2	2
Weld 28	Metalworking	-	2	2
Weld 29	Oxy-acetylene Weld, Braze and Cut	-	2	2
** Math 50	Technical Math I or higher	-	-	3
** Eng	ESL 15 or Eng 21 or Eng 22 or higher	-	-	3
	TOTAL	4	12	18



MWIM students practice cutting pipe

Second Semester		CC	CA	AAS
Mach 24	Lathe I: Facing and Turning	2	2	2
Mach 25	Shape Altering & Tapering on Lathe	2	2	2
Weld 24	Measurement and Layout	-	2	2
Weld 25	Metal Fab I, Sheet Metal	-	2	2
Weld 31	Intermediate Weld	-	2	2
Weld 40	Qualification Procedures	-	2	2
+ Blpr 30D	Blpr Reading for Machine Trades I	-	3	3
Elective	Cultural, Natural, Social Env. ††	-	-	3
TOTAL		4	15	18

Third Semester		CC	CA	AAS
Mach 26	Lathe II	6	6	6
+ Blpr 30B	Blueprint Reading for Welders	-	3	3
Electives	WELD or MACH electives	-	-	6
Elective	Cultural, Natural, Social Env. ††	-	-	3
TOTAL		6	9	18

Fourth Semester		CC	CA	AAS
Mach 27	Vertical Milling and Intro to CNC	4	-	4
Mach 28	Shaper, Line Boring, & Adv Mach	2	-	2
Electives	WELD or MACH electives	-	-	8
Elective	Cultural, Natural, Social Env. ††	-	-	3
Weld 93V	CVE (optional)	-	-	-
TOTAL		6	-	17

** Meets competency requirement in mathematics or communications
†† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment
+ Courses may be offered every other year

Welding and Sheet Metal Option

(The certificate services those students and employers that are interested only in WELD Practices.)

First Semester		CC	CA	AAS
Weld 26	Basic Arc Welding	2	2	2
Weld 27	Metalworking Lab I	2	2	2
Weld 28	Metalworking	2	2	2
Weld 29	Oxy-acetylene Weld, Braze and Cut	2	2	2
Mach 20	Intro to Machine Shop Technology	-	1	1
Mach 21	Measurement and Layout	-	1	1
Mach 22	Handtools and Benchwork	-	1	1
Mach 23	Basic Machine Tools	-	1	1
** Math 50	Technical Math I or higher	-	-	3
** Eng	ESL 15 or Eng 21 or Eng 22 or higher-	-	-	3
TOTAL		8	12	18

Second Semester		CC	CA	AAS
Weld 31	Intermediate Weld	2	2	2
Weld 40	Qualification Procedures	2	2	2
+ Blpr 30D	Blpr Reading for Machine Trades	-	3	3
Mach 24	Lathe I: Facing and Turning	-	2	2
Mach 25	Shape Altering & Tapering on Lathe	-	2	2
Weld 24	Measurement and Layout	-	2	2
Weld 25	Metal Fab I, Sheet Metal	-	2	2
Elective	Cultural, Natural, Social Env. ††	-	-	3
TOTAL		4	15	18

Third Semester		CC	CA	AAS
Weld 34	Weld Fabrication	2	-	-
Weld 35	Metalworking Lab II	2	-	-
Weld 36	Gas Metal Arc Weld (GMAW)	2	-	-
Weld 37	Flux-Cored Arc Weld (FCAW)	2	-	-
+ Blpr 30B	Blueprint Reading for Welders	-	3	3
Weld 41	Advanced Welding	-	8	8
Electives	WELD or MACH electives	-	-	4
Elective	Cultural, Natural, Social Env. ††	-	-	3
TOTAL		8	11	18

Fourth Semester		CC	CA	AAS
Weld 50	Special Processes in Welding	-	-	8
Electives	WELD or MACH electives	-	-	6
Elective	Cultural, Natural, Social Env. ††	-	-	3
Weld 93V	CVE (optional)	-	-	-
TOTAL		-	-	17

** Meets competency requirement in mathematics or communications
†† Earn 9 credits total by selecting one 3-credit general elective course from each of the three areas: Cultural, Natural, Social Environment

Marketing (MKT)

Faculty: D. Kawa'auhau J. Yoshida

This program is designed for students planning a career in the field of merchandising/marketing. The competency-based curriculum is designed to prepare students for positions such as sales associate, stock clerk, display person, account assistant, assistant buyer, marketing assistant, and assistant manager and to provide basic training for possible advancement to management positions.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Apply basic math and computational skills to achieve accuracy in business calculations.
- Demonstrate effective oral and written communication skills following common business practices.
- Apply marketing concepts to real life activities, simulations, projects and case-studies.
- Participate in the practice of ethical decision making and promotion of social justice.
- Manage time and physical resources efficiently.
- Develop the ability to think strategically as an individual and effective team member.
- Demonstrate work attitude and appearance consistent with professional practices.
- Describe how businesses and other organizations are adapting people, processes, and structures to a more global, technologically advanced business context.
- Develop skills in the use of current technology and the capabilities that are needed to extend those skills over time.



Marketing student giving a presentation

Course Requirements		CA	AAS
Mkt 120	Principles of Marketing	3	3
Mkt 130	Principles of Retailing	3	3
Mkt 151	Principles of Customer Service	3	3
Mkt 157	Principles of Web Design I	3	3
Mkt 185	Principles of E-Marketing	3	3
Mkt 193V	Cooperative Vocational Education (or Mkt 292)	3	3
Bus 71	Human Relations in Organizations (or Busn 164)	3	3
Busn 89	Electronic Calculating	1	1
Busn 121	Introduction to Word Processing (or Busn 123)	3	3
Busn 160	Telephone Techniques & Communication	1	1
Busn 166	Professional Employment Preparation	1	1
ECom 100	Introduction to E-Commerce	3	3
Acc 20	Fundamentals of Accounting I (or Acc 124 or Acc 201)	-	3
Bus 120	Principles of Business	-	3
Busn 150	Intro to Business Computing (or ICS 101)	-	3
** Busn 189	Business Mathematics	-	3
** Eng 55	Business Communications (or Eng 209 at UHH)	-	3
Mgt 124	Principles of Supervision	-	3
Mkt 121	Marketing Topics	-	3
Elective	Natural Environment	-	3
Elective	Cultural Environment	-	3
Elective	Choose one of the following: Busn 170, Ent 120, Mgt 20, Mkt 158, Mkt 292 (if not taken as a required course), SpCo 51, SpCo 130, or SpCo 151	-	3
TOTAL		30	60

Credits in () are optional

** Meets competency requirement in mathematics or communications

A cumulative 2.0 GPA in the Major Course Requirements category must be earned for graduation. In addition, an overall cumulative 2.0 GPA is required for graduation.

Nursing and Allied Health Programs

Faculty:	L. Boehm	E. Cremer
	J. Hamasaki	K. Kotecki
	S. Moran	L. Nordloh
	E. Ojala	P. Pieron
	H. Reece	J. Sherwood
	D. Van Hoose	

How to Apply for Admission to the Nursing Programs

Students are admitted to the nursing programs once each year and start their program in the Fall semester. The application procedure is as follows:

1. Complete the Intent to Apply to a Nursing Program form that can be found on the Nursing website at www.hawaii.hawaii.edu/nursing
Mail, fax, or hand deliver the form to the Director of Nursing Programs at the Nursing and Allied Health Division office (building PB6-103 on the Upper Campus) by March 1. Forms that are submitted after the March 1st deadline will be considered late. Late applications are considered for admission after all other applications only if there is space in the program. Applicants will receive written acknowledgment that their Intent to Apply form has been received.
2. Arrange to take the National League for Nursing Preadmission Examination—RN (PAX-RN), or the National League for Nursing Preadmission Exam—(PAX-PN). Applicants for the A.S. in Nursing Program (RN) should take the PAX-RN. Applicants for the C.A. in Practical Nursing Program (LPN) should take the PAX-PN. The PAX-RN and PAX-PN are administered once a year, usually in January. Pre-registration for the tests is required. Information regarding the testing dates, times, and locations can be found on the nursing website at www.hawaii.hawaii.edu/nursing
PAX-RN and PAX-PN test scores will only be accepted for the current and previous year. For more information call the Division Office at (808) 974-7560.
3. Students not currently enrolled at HawCC or another University of Hawai'i system campus must fill out a HawCC Common Application Form indicating their desire to enroll in the College the next Fall semester. Students who have not been admitted to HawCC will not be considered for acceptance into the nursing programs.
4. All courses intended to be used to meet proficiency requirements and prerequisite courses must be approved by the College. All courses for the degree must be taken for a letter grade. HawCC and other University of Hawai'i system students should refer to their STAR Degree check via their MyUH account to determine whether they have met the proficiency and/or prerequisite requirements.
5. Transfer students are those who were previously enrolled at a college or university other than HawCC (including UHH). Non-HawCC students currently attending another UH system institution do not need to submit an official transcript from that UH system school. However, the

student must submit to the HawCC Records Office the “Authorization Form to Access UH System Credits per Campus” form found at

<http://www.hawaii.hawaii.edu/records/forms.php>

Arrange to submit this form prior to the March 1 deadline.

For assistance, contact a Nursing counselor in: East Hawai‘i at (808) 974-7741, or West Hawai‘i at (808) 322-4856.

6. Non-HawCC students who have ever attended a college/university outside of the UH system (even those currently at a UH system school), must arrange to have an official transcript, printed in English, be sent to the Records Office directly from all non-HawCC institutions. For all institutions outside of the UH System, students must keep in their possession a course catalog or course description for all courses. Do not send this information to the Records Office. The materials submitted become the property of HawCC.
7. Students needing assistance with transferring courses from non-HawCC institutions and with completing course waiver/substitutions should contact a Nursing counselor in: East Hawai‘i at 974-7741, or West Hawai‘i at (808) 322-4856. The course transfer process must be completed by the March 1st deadline.

Admission Requirements to the Associate in Science Degree Program

1. National League for Nursing Pre-Admission Examination—RN (PAX-RN) test scores
2. Completion of the 27 semester hours of prerequisite courses with a “C” grade or better and a minimum cumulative GPA of 2.0 by the end of the Spring semester prior to program entry and evidence of math proficiency by completion of Math 25 or 26 or COMPASS placement into Math 27
3. Applicants are selected for admission to the Associate of Science in Nursing Program using a point system based on grades earned (by March 1) in the required nursing support courses and AD percentile scores on the National League for Nursing Pre-Admission Exam-RN. Additional points are awarded to applicants who are Licensed Practical Nurses
4. Qualified applicants who are deemed as Hawai‘i residents for tuition purposes are considered first for acceptance into the Associate in Science Degree Nursing Program; after which, qualified, non-resident applicants are considered on a space available basis
5. Licensed Practical Nurses who have graduated from a state accredited LPN program, have full time equivalent employment as an LPN for at least one year, and have experience in an acute or long term care setting within the past 5 years may be eligible for advanced placement in the Associate of Science nursing program. In order to be considered for advanced placement in the LPN Transition Track, applicants must apply and be accepted into the ADN

program and meet all the standard admission requirements. Upon acceptance into the ADN program, qualified LPN’s will be offered the option of taking the NLN Nursing Acceleration Challenge Exam (ACE). LPN’s with a decision score of 70 or above on the ACE Exam will be offered the option of bypassing Nursing 153 (Nursing Concepts & Skills) offered during the first semester of nursing courses. Students in the LPN Transition Track do need to complete all the other associate degree nursing courses. Applicants interested in the LPN Transition Track will need to submit a current nursing license and proof of employment.

6. Applicants for the nursing program need to be aware of the following regarding clinical agency requirements: Health care students are required to complete University prescribed academic requirements that involve clinical practice in a University affiliated health care facility setting with no substitution allowable. Failure of a student to complete the prescribed clinical practice shall be deemed as not satisfying health care academic program requirements. It is the responsibility of the student to satisfactorily complete affiliated health care facility background checks and drug testing requirements in accordance with procedures and timelines as prescribed by the affiliated health care facility.

Admission Requirements to the Practical Nursing Program

1. National League for Nursing Pre-Admission Examination—PN (PAX-PN) test scores
2. Cumulative college GPA of 2.0 by the end of the Spring semester prior to entry, if attended college previously
3. Proficiency in reading, writing, and mathematics as evidenced by completion of courses or COMPASS placement test scores
4. Applicants are selected for admission to the Practical Nursing Program using a point system based on percentile scores on the National League for Nursing Pre-Admission Exam-PN.
5. Qualified applicants who are deemed as Hawai‘i residents for tuition purposes are considered first for acceptance into the Practical Nursing Program; after which, qualified, non-resident applicants are considered on a space available basis
6. Applicants for the nursing program need to be aware of the following regarding clinical agency requirements: Health care students are required to complete University prescribed academic requirements that involve clinical practice in a University affiliated health care facility setting with no substitution allowable. Failure of a student to complete the prescribed clinical practice shall be deemed as not satisfying health care academic program requirements. It is the responsibility of the student to satisfactorily complete affiliated health care facility background checks and drug testing requirements in accordance with procedures and timelines as prescribed by the affiliated health care facility.

Nursing, Associate in Science Degree in Nursing (NURS)

This program prepares students to take the National Council Licensure Exam for Registered Nursing (NCLEX-RN). Graduates are qualified to work in hospitals, long-term care facilities, and community based settings.

The Associate of Science Degree program requires four semesters of course work in nursing (42 credits) and 30 credits of non-nursing prerequisite and co-requisite courses for a total of 72 credits.

A grade of “C” or better is considered passing for all nursing and support courses. A cumulative grade point average of 2.0 or better must be maintained to remain in the nursing program.

All courses required for the degree must be taken for a letter grade.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Retrieve, integrate and apply relevant and reliable information, concepts from multiple disciplines and standards of nursing as the basis for evidenced based nursing care.
- Utilize the nursing process as an ongoing framework for critical thinking to assess, plan, prioritize, implement and evaluate safe and effective nursing care for healthy individuals and individuals with complex disorders who need the expert care of a professional nurse.
- Demonstrate compassion and caring by developing and maintaining therapeutic relationships based upon mutuality and respect for the health and healing practices, beliefs and values of the individual and community.
- Demonstrate the ability to function and communicate in a collaborative manner as a member of a multidisciplinary health care team to effectively manage care for individuals, families, and groups of individuals in a variety of settings.
- Demonstrate the ability to plan and deliver effective health education as an integral part of promotion, maintenance and restoration of health, management of chronic conditions, and end of life care.
- Demonstrate professional behaviors and practice within the legal and ethical framework of professional nursing.
- Utilize self reflection to analyze personal practice and experiences for ongoing learning and professional growth.

Entry Requirements

Proficiency in reading, writing, and mathematics is recognized as essential for a successful nurse. Entry levels for reading, writing, and mathematics for prerequisite courses are:

Subject Area	Course Completion	or	Placement into course
Mathematics	Math 25 or 26		Math 27
Reading	Eng 21		Eng 102
Writing	Eng 22 or ESL 15		Eng 100

The nursing and support courses for the Associate of Science Degree are:

Year 1		AS
Anth 200†	Cultural Anthropology	3
Biol 141	Human Anatomy and Physiology I	3
Biol 141L	Human Anatomy and Physiology I Lab	1
Biol 142	Human Anatomy and Physiology II	3
Biol 142L	Human Anatomy and Physiology II Lab	1
Eng 100	Expository Writing	3
FamR 230	Human Development	3
Micr 130	Microbiology	3
Micr 130L	Microbiology Lab	1
Phrm 203	General Pharmacology	3
Psy 100	Survey of Psychology (Introductory)	3
SpCo 151	Intro to Speech & Communication	3
TOTAL		30
Year 2		AS
Fall Semester		
Nurs 151	Mental Health Nursing	2
+ Nurs 153	Nursing Concepts and Skills	8
Nurs 158	Issues and Trends I	1
TOTAL		11
Spring Semester		
Nurs 157	Adult Health Nursing	10
TOTAL		10
Year 3		AS
Fall Semester		
Nurs 254	Family Health Nursing Care I	5
Nurs 255	Family Health Nursing Care II	5
TOTAL		10
Spring Semester		
Nurs 257	Advanced Adult Health Nursing	5
Nurs 260	Nursing Management	2
Nurs 251	Mental Health and Psychiatric Nursing	3
Nurs 258	Issues and Trends II	1
TOTAL		11
TOTAL		72

+ Bypass on LPN Transition Track

† Corequisite support course that may be taken either prior to admission or during the nursing program.

The Associate in Science Degree program is approved by the Hawai'i Board of Nursing and accredited by the National League for Nursing Accrediting Commission (NLNAC). The NLNAC may be contacted at nlnac@nlm.org or by writing to 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326; 1-866-747-9965. Transfer agreements exist with the University of Hawai'i at Hilo and University of Hawai'i at Mānoa baccalaureate nursing programs allowing interested and qualified associate degree graduates to pursue a Bachelor of Science in Nursing at UHH or UHM.

Nursing, Practical (PRCN)

The Certificate of Achievement in Practical Nursing Program prepares students to take the National Council Licensure Examination for Practical Nursing (NCLEX-PN) to become Licensed Practical Nurses (LPNs). Licensed Practical Nurses work in a variety of health care settings under the supervision of a physician or registered nurse. More information about Licensed Practical Nursing can be accessed at <http://www.onetonline.org/crosswalk>

The Certificate of Achievement consists of 6 semester hours of non-nursing support courses and 34 semester hours of nursing courses; 40 semester hours in all. The program is 40 weeks long and includes 2 semesters and a summer session.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Retrieve, integrate and apply relevant and reliable information, concepts from multiple disciplines and standards of nursing as the basis for evidenced based nursing care.
- Use the nursing process as a framework for critical thinking to assess, plan, prioritize, implement and evaluate safe and effective nursing care for those who have predictable nursing needs.
- Demonstrate compassion and caring by developing and maintaining therapeutic relationships based upon mutuality and respect for the health and healing practices, beliefs and values of the individual and community.
- Communicate and function as a member of a multi-disciplinary health care team.
- Demonstrate the ability to plan and deliver effective health education as an integral part of promotion, maintenance and restoration of health, management of chronic conditions, and end of life care.
- Demonstrate professional behaviors and practice within the legal and ethical framework of licensed practical nursing.
- Use self-reflection to evaluate their nursing effectiveness and personal experiences for ongoing learning and growth.

Entry Requirements

- Proficiency in reading, writing and mathematics is recognized as essential for a successful nurse.
- Proficiency levels in reading, writing, and mathematics are required to register for some or all of the Program courses:

Subject Area	Course Completion	or Placement into course
Mathematics	Math 25 or 26	Math 27
Reading	Eng 21	Eng 102
Writing	Eng 22	Eng 100

Fall Semester		CA
Nurs 120	Practical Nursing I	13
Sci 51†	Basic Science for Health Occupations	3
	TOTAL	16



Nursing student in West Hawai'i tends to a newborn

Spring Semester		CA
Nurs 122	Practical Nursing II	14
FamR 230	Human Development	3
	TOTAL	17
Summer		CA
Nurs 128	Maternity Nursing	3
Nurs 126	Child Health	3
Nurs 101	Personal Vocational Relations	1
	TOTAL	7
	TOTAL	40

A grade of "C" or better is considered passing in the nursing and support courses. Students must maintain a cumulative grade point average of 2.0 or better to remain in the nursing program.

† Biol 141 and 142 may be substituted for Sci 51

Nursing, Adult Residential Care Home Operator (ARCH)

Prerequisite: Nurses' Aide OBRA Certification

Upon completion of a Nurses' Aide course and passing the OBRA certification exam for Nurses' Aides, students may enroll in the Adult Residential Care Home Operator courses. Upon completing the prescribed ARCH course work, students will be eligible for licensure by the State Department of Health as an Adult Residential Care Home Operator.

- Nurs 12 - Common Diseases, Nutrition, Making Medications Available, Effective Communication with Health Care Providers (2)
- Nurs 13 - Helping Therapies & Behavior Management (1)
- Nurs 14 - ARCH Regulations, Accounts, Community Resources (1)

Interested Registered Nurses and Licensed Practical Nurses can enroll in the Nurs 15 course to prepare for licensing as Care Home Operators.

- Nurs 15 - ARCH Regulations and Record Keeping (2)

Nurses' Aide

This course is designed to prepare Nurses' Aides to work in hospitals, long-term care facilities, clinics, and private homes. Basic nursing procedures are taught through formal classes, supervised laboratory practice and clinical experience in hospitals and/or long-term care settings, and private homes. Students successfully completing this course are eligible to take the OBRA certification exam.

Students enrolling in this course are required to have current CPR/First-Aid certificate, evidence of TB clearance (within 3 months), physician clearance, and a raw score above 50 on the COMPASS reading placement test. Students must be covered by group malpractice insurance while in the clinical area.

This course is not part of the regular Nursing curricula. Contact the Office of Continuing Education and Training at (808) 974-7531 for further information.

Nursing, Medical Office Receptionist (MOR)

Title change to Medical Office Assistant pending approval

This Certificate of Completion provides students with the administrative and clinical skills necessary for an entry level medical office position in the health care field. Working environments include hospitals, medical offices, clinics and other health care facilities.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Work as a contributing team member to assist in delivery of safe, effective health care.
- Demonstrate professionalism in skill performance, appearance, and attitude appropriate to the health care setting.
- Communicate clearly and effectively using appropriate medical language through oral and written interactions.
- Demonstrate compassion, caring and respect for the health and healing practices, beliefs and values of the individual and the community.
- Apply critical thinking skills to make decisions that reflect legal and ethical standards in health care.
- Use self-reflection to evaluate the effectiveness of learning and personal growth.

Medical Office Receptionist Certificate of Completion

Acc 20	Fundamentals of Accounting I	3
Busn 84	Medical Transcription	3
Busn 121	Introduction to Word Processing	3
Busn 150	Intro to Business Computing	3
Busn 164	Career Success	3
+ Nurs	Special Topics	3
Nurs 110	Introduction to Medical Terminology	2
Sci 51	Basic Science for Health Occupations	3
	TOTAL	23

+ Course pending approval

Substance Abuse Counseling (SUBS)

A 21-credit Certificate of Completion in Substance Abuse Counseling is offered for students interested in a career in substance abuse counseling. Credit and non-credit courses are offered for in-service substance abuse, human service, and criminal justice professionals seeking to develop and/or upgrade their skills in working with individuals and families who suffer as a result of chemical abuse or dependency. Students who successfully complete these courses are eligible to receive additional studies and/or fieldwork hours that can apply towards obtaining a State Substance Abuse Counseling Certificate as required by the State of Hawai'i Department of Health Alcohol and Drug Abuse Division (ADAD), the National Alcoholism and Drug Abuse Counselor Credentialing Board, and the International Certification and Reciprocity Consortium. Students completing the CC in Substance Abuse Counseling along with an associate's degree are eligible to receive 2,000 hours toward the ADAD Substance Abuse Certification.

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Satisfy the addiction studies educational requirement for ADAD certification.
- Articulate medical, social, and psychological aspects of addiction.
- Apply the Twelve Core Functions of the Alcohol and Drug Abuse Counselor.
- Perform basic individual, group counseling, and interviewing skills.
- Articulate the stages of the treatment process.
- Practice within the legal/ethical parameter of the SUBS counseling profession.
- Initiate interventions congruent with the values of the chemically dependent client.
- Reflect on personal traits, values, and issues that may enhance or interfere with his/her effectiveness as a counselor.
- Develop career plans for entry-level positions in substance abuse treatment, human services, and criminal justice agencies that service substance abusing populations.

Entry Requirements

- Proficiency levels in both reading and writing are required to register for some or all of the Program courses:

<u>Subject Area</u>	<u>Course Completion</u>	or	<u>Placement into course</u>
Reading	Eng 21		Eng 102
Writing	Eng 22 or ESL 15		Eng 100

Substance Abuse Counseling Requirements

First Semester		CC
Subs 140	Individual Substance Abuse Counseling	3
Subs 268	Survey of Substance Abuse Problems	3
Subs 294	Substance Abuse Practicum I	3

Second Semester		
Subs 245	Group Counseling	3
Subs 270	12 Core Functions of Subs Abuse Counseling	3
Subs 295	Substance Abuse Practicum II	3
Elective	(Choose from below)	3
TOTAL		21

Electives - Any one (3 credits) of the following courses:

- AJ 101, 208, 210, 280, 285
- FamR 230
- HSer 110
- HwSt 201
- Phrm 203
- Psy 100, 170, 275
- Soc 100, 218, 251, 290
- Subs 141, 248, 262, 275, 280

Tropical Forest Ecosystem and Agroforestry Management (TEAM)

Faculty: O. Steele

Students learn to actively manage Hawai'i's native forest ecosystems, grow native plants, establish agroforestry operations, use Global Positioning Systems (GPS), and Geographic Information Systems (GIS). Internships give students on-the-job training with potential employers. For more information call (808) 974-7537, or e-mail forteam@hawaii.edu or check the website at www.hawaii.hawaii.edu/forestteam

Program Learning Outcomes

Upon successful completion, students are prepared to:

- Apply basic eco-system concepts to natural resources.
- Use an understanding of general science concepts to apply experimental designs.
- Use knowledge of applicable laws and regulations to make decisions about managing ecosystems.
- Apply effective interpersonal and communication skills.
- Recognize, collect, and interpret field data.
- Apply effective management practices to commercial or conservation efforts.

First Semester		CA	AS
Busn 150	Intro to Business Computing	3	3
or			
ICS 101	Digital Tools for the Information World	(4)	(4)
Eng 102	College Reading Skills	3	3
Ag 175	Agroforestry	3	3
Ag 175L	Agroforestry Lab	1	1
** Math 120	Trigonometry for Surveying	4	4
TOTAL		14-15	14-15

Second Semester		CA	AS
** Eng 100	Expository Writing	3	3
Chemistry	Chem 100 or higher	3	3
Geog 170	Forest Ecosystem Surveying, Inventorying, and Monitoring	3	3
Geog 170L	Forest Ecosystem Surveying, Inventorying, and Monitoring Lab	1	1
HwSt 105	Hawai'i Plant Culture	3	3
Biol 156	Natural History of the Hawaiian Islands	3	3
Biol 156L	Natural History of Hawaiian Islands Lab	1	1
TOTAL		17	17

Summer		CA	AS
Ag 190V	Internship	-	1-4

Third Semester		CA	AS
Biol 101	General Biology (or Biol 171 or Bot 101 or Zool 101)	-	3
Biol 101L	General Biology Lab (or Biol 171L or Bot 101L or Zool 101L)	-	1
Ag 130	Agroforestry Business Management	-	3
Sci 124	Introduction to Environmental Science	-	3
Sci 124L	Intro to Environmental Science Lab	-	1
Geog 180	Geographic Information Systems in Forest Ecosystem Management	-	3
Geog 180L	Geographic Information Systems in Forest Ecosystem Management Lab	-	1
TOTAL		-	15

Fourth Semester		CA	AS
Ag 291	Forest Restoration Ecology and Ecosystem Management Practicum	-	3
SpCo 151	Introduction to Speech & Communication	-	3
Ag 245	Tropical Silviculture and Forest Plant Propagation	-	3
Ag 245L	Tropical Silviculture and Forest Plant Propagation Lab	-	1
Ag 275	Forest Pest Management	-	3
Ag 275L	Forest Pest Management Lab	-	1
TOTAL		-	14
TOTAL		31-32	61-65

** Meets competency requirement in mathematics or communications

Program Advisory Councils

The Career and Technical Education (CTE) programs at HawCC are an integral part of the local community and reflect its day-to-day life. Close cooperation among the faculty, employers, and employees in the community is maintained. One of the most effective formal means of providing for this type of cooperation is the Program Advisory Council. These groups advise their respective programs of training needs and new developments in the field. Councils include employers, alumni, and others knowledgeable about the field.

Accounting

Jill Atwal, CPA, Namihira and Yokoyama, CPAs
Yvonne Egdamin, Manager, James M. Yoshiyama, CPA, Inc.
Sherri Ann Ha-Ahu, Accounting Manager, HPM Building Supply
Randy Hu, CPA, Comptroller, Hawaii Radiologic Associates, Ltd.
Duquesne "Duke" K. Hulihee, State Department of Taxation/
Tax Auditor
Sharon Ibarra, Controller, Ludwig Construction
Keith Marrack, Financial Advisor, Edward Jones
Le Pomaski, CPA, Controller, Heartwood Pacific, LLC.

Administration of Justice

Charlene Iboshi, Senior Deputy Prosecuting Attorney, Office
of the Prosecuting Attorney, Hawai'i County
Michael Riviera, Sergeant, Hawaii Police Department
Polly Varize, Former Adult Probation Officer, Program Graduate
Kathy Wheelless, Sergeant, Adult Corrections, Hawaii Community
Correctional Center

Agriculture

Michael DuPonte, Extension Agent, UH Manoa, CTAHR
Reggie Hasegawa, Location Manager, Crop Production Services
CPS
Erin Lee, Director of Landscape, Hualalai Resort
Ken Love, President, Hawaii Tropical Fruit Growers Association
William Sakai, Professor of Horticulture, UHH College of Agriculture,
Forestry and Natural Resource Management
Judy Schilling, Administrator, Hawaii Export Nursery Association
Eric Tanouye, Vice-President, Green Point Nurseries
Marcel Tsang, Professor of Agricultural Engineering, UHH
College of Agriculture, Forestry and Natural Resource
Management

Architectural, Engineering and CAD Technologies

Jordanah Ah Puck, Fleming & Associates, Program Graduate
Rodney Chinen, Owner/Manager, Hubs Hawaii Inc.
Alan Inaba, License Land Surveyor, Inaba Engineering Inc.
James M. McKeague, AIA, James M. McKeague Architect &
Associates

Auto Body Repair and Painting

Garrett Fujioka, Owner, Concept Auto Refinishing
Harriet Hamada, Claims Representative, State Farm Insurance
Ben Legaspi, Manager, Hawaii Collision Center
Gary Nakamura, Owner, Ron's Auto Body & Paint
Randall Yoneda, Paint Department Supervisor, Automotive
Supply Center

Automotive Mechanics Technology

Stacy Akao, City Maintenance Manager, Hertz Rent-A-Car
Wesley Ferreira, Senior Sales/Marketing Executive, Automotive
Supply Center
Thomas Haraguchi, Retired Service Manager, Big Island
Toyota
Kent Inouye, Owner/Manager, Bayside Chevron Services
Mark Nishioka, Service Manager, Orchid Isle Auto Center
Louis Perreira, III, Owner, Louie's Auto Repair
Jeffrey Quebral, Service Manager, Kona Auto Center
Jason Voloria, Maintenance Manager, Alamo Rent A Car

Business Technology

Teri L. Apana, Medical Transcription Supervisor, Hilo Medical
Center
Gabriella Cabanas, Human Resources Manager, Department of
Human Services, County of Hawai'i
Doris Chang, Secretary to the Chancellor, Hawai'i Community
College
Ann Kikuta, Vice President/Secretary/Treasurer, Watanabe
Insurance Services, Inc.
Sheri Kojima, Business Academy Teacher, Waiakea High
School
Art Taniguchi, Vice President/Regional Manager, Bank of
Hawai'i
Marsha Yoshiyama, Administrative Assistant, Department of
Research and Development, County of Hawaii

Carpentry

Dean Au, Business Agent, Carpenter's Union Local 745
Larry Bianchi, Vice President, ABC Interiors
Conrad Hokama, Vice President, Alumside Products, Inc.
Kehaunani Masaki, Building Inspector, County of Hawaii Building
Department
Robert Meierdiercks, Business Agent, Carpenter's Union Local
745
Glenn Ogawa, Vice President, Stan's Contracting Inc.

Culinary Arts - Hilo

Pat Dacanay, Retired Culinary Instructor, Hawai'i Community College
Soontaree Gervais, Owner, Soontaree's Restaurant, Program Graduate
Richard Ha, CEO/President, Hamakua Springs Country Farms
Jim O'Keefe, Master Baker
Sylvia Respicio, Distributor/Sales Consultant, Suisan Co.
Piet Wigmans, Executive Chef, Hilo Hawaiian Hotel

Culinary Arts - West Hawai'i

James Babian, Executive Chef, Four Seasons Resort Hualalai
Muzzy James Fernandez, Executive Chef, Jackie Rays Restaurant, Program Graduate
Jean Hull, CCE, AAC, Hospitality Consultant, Chef Instructor Coordinator
Patti Kimball, Chef Instructor, Konawaena High School, Program Graduate
Curtis Lea, Cook, Fairmont Orchid, Program Graduate
Ken Love, Director, Tropical Fruit Growers Association, Owner, Love Family Farms
Rob Love, Pastry Cook, Mauna Kea Resort, Program Graduate

Diesel Mechanics

Sam Gray, Owner, Precision Fuel Injection, Inc.
Kelvin Kohatsu, Fleet Manager, HELCO Inc.
Eugene Lyman, Service Manager, A & B Fleet
Dennis Rose, Owner, Power Generation Services
Lloyd Tsue, General Service Manager, Hawthorne Pacific Corp.

Early Childhood Education

Monica Canty, Teacher, Head Start
Michele Costa, Special Education Teacher, Easter Seals
Michelle Kitagawa, Director, Hilo Hongwanji Preschool
Christy Sahagun-Zimmer, Preschool Teacher, Kamehameha Preschool Early Childhood Division

Electrical Installation and Maintenance Technology

Donn dela Cruz, Business Agent, IBEW 1186
Jose Dizon, General Manager, Hawaii Electric Light Company
Wayne Fukunaga, President, Fukunaga Electrical
Clyde Nagata, Retired Manager, Engineering Dept., HELCO

Electronics Technology

Paul Agmata, Self-Employed
Stephen Hatada, Owner, Hatada's TV Inc.
Blaine Oyama, Systems Engineer Manager, Oceanic Time Warner Cable
Chris Stewart, Independent RF Consultant
Michael Texeira, Owner, Business Automation, Inc.
Kent Tsutsui, Traffic Electrical Engineer, County of Hawaii, Division of Public Works
John Wong, Technician, Verizon Hawaii

Fire Science

Wayne F. Ching, Fire Management Officer, State Division of Forestry and Wildlife
Andrew H. Kikuta, Maintenance Supervisor, Hakalau National Wildlife Refuge, U.S. Fish and Wildlife Service
Denise Laitinen, Firewise Community Coordinator
Quince Mento, Director, Hawai'i County Civil Defense
Joe Molhoek, Pacific Island Fire Management Officer, National Park Service
Eric Moller, Fire Chief, Pohakuloa Military Training Area, U.S. Army
Miles Nakahara, President, Hawai'i Wildfire Management Organization
Darryl Oliviera, Fire Chief, Hawai'i Fire Department

Hawai'i Life Styles

Kainani Kahaunaele, Lecturer, Hawaiian Studies, Ka Haka 'Ula O Ke'elikolani
Lacy Purdy, Program Graduate
Herring Kalua, Keaukaha Community Resource
Sherry Kalua, Keaukaha Community Resource
Kalei Nu'uhiwa, Native Hawaiian Resource
William Mahealani Pai, Native Hawaiian Fishing and Heiau Restoration
Ana Kon, Instructor, Kukulukumuhana O Puna
Gail Makuakane-Lundin, Director, Kipuka Native Hawaiian Student Center, University of Hawai'i at Hilo
Mehanaokala Hind, Native Hawaiian Resource

Hospitality and Tourism

Barbara Anderson, Owner, Shipman House
Jean Hull, Culinary Arts Consultant
Kendel Kelson, Front Office Manager, Hilo Hawaiian Hotel
Adi Kohler, Former GM, Mauna Kea Resort
Carrie Phipps, Health Educator, Native Hawaiian Health Care
Diane Quitiquit, Former VP of Marketing, Parker Ranch
Cathy Smoot-Barrett, Owner, Kailua Candy Co.
Daniel Thiebaut, Owner, Daniel Thiebaut Restaurant
Aaron Whiting, Reservations Manager, Uncle Billy's Hilo Bay Hotel

Human Services

Mary Correa, Complex Area Superintendent, Department of Education, Hawaii District Office
Marlene Fernandez, Program Graduate
Willie Kalei, Community Social Worker, Queen Liliuokalani Children's Center - Hilo Unit
Carla Kurokawa, Employment and Training Manager II, Alu Like - Hawaii Island Center
Kathleen Nielsen, Housing/Community Development Specialist, Office of Housing and Community Development, County of Hawai'i
Curtis Nishioka, Assistant Director, Admissions, University of Hawai'i at Hilo

Information Technology

James Kiley, Information Systems Manager, Department of Information Technology, County of Hawai'i
Linda Nako, Systems Analyst, Hawaii Police Department
Polly Roth, Associate Director of Administration, AURA-Gemini Observatory
Lon Taniguchi, Vice-President of Information Technology, KTA Superstores
Shane Vasconcellas, Information Technology Specialist, 'Imiloa Astronomy Center of Hawai'i

Machine, Welding & Industrial Mechanics Technologies

Maurice Akamine, Magoo's Auto Parts and Machine Shop
Leonard Cardoza, Owner, Leonard's Auto Repair dba Orchid Isle Hauling
Kyle Kinoshita, Mechanical Engineering Manager, Keck Observatory
Ron Koehler, Manager, Mauna Kea Observatories Support Services
Kelvin Kohatsu, Fleet Coordinator, HELCO Inc.
Glenn Kotomori, Sales Manager, Airgas/Gaspro, Inc.
Russell Shindo, Manager, Hilo Mechanical Inc.
Leonard Tanaka, Owner, T&T Electric, Inc.
Arnold Tengan, Owner, Hilo Steel
Norman Uchida, Production Supervisor, HELCO, Inc.

Marketing

Jade Peralta, Manager, Starbucks Hilo
Benjamin Rosette, Jr., Sales Specialist, Creative Arts Hawaii
Susan Yugawa, Graphics Coordinator, Graphics Services, University of Hawai'i at Hilo

Nursing and Allied Health

Jeanne Abe, Director of Nursing, Hale Ho'ola Hamakua
Allyson Andrews-Nelson, Director of Nursing, Life Care Center of Hilo
Dan Brinkman, Regional Chief Nurse Executive, Hilo Medical Center
Shirley Gregg, Life Care Center of Hilo
Susan Hunt, Executive Director, Hamakua Health Center
Shaina Kaku, Program Graduate
Janet Schmidt, Chief Nurse Executive, Kohala Hospital
Ana Silva, Director of Education, Kona Community Hospital
Kelly Silva, Director of Nursing, Hale Anuenue Restorative Care Center

Substance Abuse Counseling

Randy "Kaipo" Like, Clinical Supervisor, Hui Ho'ola O Nahulu O Hawai'i
Brandee Menino, Administrator, Office for Social Ministries
Valerie Poindexter, Personnel Director, Hamakua Health Center
Lacy Purdy, Case Manager, Care Hawaii

Tropical Forest Ecosystem & Agroforestry Management

Dr. Paul Banko, USGS Scientist, Pacific Island Ecosystems Research Center
Dr. J.B. Friday, Extension Forester, Cooperative Extension Svc, UH College of Tropical Agriculture & Human Resources
Katie S. Friday, Associate Pacific Islands Forester, USFS/PIFI
James Glynn, Manager, Hakalau Forest National Wildlife Refuge/USFWS
Lisa Hadway, Natural Areas Specialist DOFAW/DLNR
Wayne Kanemoto, Hawaii County Workforce Development Board
Leila Kealoha, Teacher, Kua O Ka La Charter School
John Kekua, Director, Kekua Foundation
Nicholas Koch, Research Forester, Forest Solutions Inc.
Dr. Yi Qing Li, Professor, College of Agriculture, Forestry and Resource Management, University of Hawai'i at Hilo
Reese Libby, Extension Agent, Natural Resources Conservation Service
Rhonda Loh, Chief Resources Manager, Hawai'i Volcanoes National Park
Eldridge Naboia, Nature Conservancy Preserve Manager
Dr. Rebecca Ostertag, Professor, Department of Biology, University of Hawai'i at Hilo
Mike Robinson, Land Management Division, Department of Hawaiian Home Lands
Dr. William Steiner, Dean, College of Agriculture, Forestry and Resource Management, University of Hawai'i at Hilo
Deborah Ward, Retired 4-H County Extension Agent, UH College of Tropical Agriculture & Human Resources Extension Service
Ed Winkler, Hawaii Forest Industry Association
Aileen Yeh, Hawaii Agriculture Research Center
Sharon Ziegler-Chong, Director, Pacific Internship Programs for Exploring Science, University of Hawai'i

