University of Hawai‘i
Articulation Agreement

Honolulu Community College
University of Hawai‘i—West O‘ahu

Associate in Applied Science in Administration of Justice
Bachelor of Arts in Public Administration with a Concentration in Justice Administration

The purpose of this agreement is to continue the partnership and collaboration between Honolulu Community College and the University of Hawai‘i—West O‘ahu (UHWO), in order to facilitate a smooth transition for students in the Associate in Applied Science (AAS) in Administration of Justice as they work toward obtaining the Bachelor of Arts (BA) in Public Administration with a concentration in Justice Administration.

Students must graduate from Honolulu Community College with the articulated AAS degree in Administration of Justice, meet the UHWO institutional requirements for transfer admission, and be identified as Articulation Agreement students in order to be eligible for the benefits of this Agreement. Completion of the articulated AAS degree program will enable students to meet the UHWO core, concentration, general education, focus, and graduation requirements in place on the Effective Date of this agreement. Requirements for the BA degree, specific to AAS graduates participating in this Agreement, are listed as Attachments II and III, and in the Articulation Pathway Advising Worksheet. Participation in the University of Hawai‘i Automatic Admissions transfer process is possible for students planning to complete the AAS in Administration of Justice provided that eligibility, deadlines and procedures established for the designated term of entry are met.

The UHWO Articulation Option Recommendations listed in Attachment I to this agreement represent the most efficient coursework progression from the AAS to the BA program. Students are advised to complete the recommended coursework and consult with a Counselor or Program Advisor at their respective Community College or a Student Services Specialist at UHWO for the most efficient transfer possible. Additional lower division coursework may be required for students who complete the AAS degree without all of the recommended coursework specified by the UHWO Articulation Option. Although individual course substitutions may be made on a case-by-case basis, all UHWO core, general education, focus, and graduation requirements must still be met in those individual cases. Students transferring to UHWO without graduating with the AAS degree in Administration of Justice at Honolulu Community College will not have the benefits of this Agreement and will be required to meet catalog requirements upon admission to UHWO.

Requirements for both the BA in Public Administration and the AAS in Administration of Justice form the basis for this Agreement; subsequent changes to the curricular requirements of either program may require revisions to this Agreement.
Under the terms of this Agreement, Honolulu Community College agrees to:

1. Require students to complete 30 credits in AJ courses.
2. Place a notation in the advisor notes in STAR which identifies AAS in Administration of Justice students intending to transfer to UHWO who are in the process of completing the AAS degree and are a part of this articulation.
3. Submit a Memo to the UHWO Registrar, signed by a counselor or faculty advisor, which identifies AAS in Administration of Justice students intending to transfer to UHWO who have completed the AAS degree and are a part of this articulation. Sample of Articulation Memo is attached to this Agreement.
4. Identify an advisor or counselor at Honolulu Community College who will partner with UH West O'ahu advisor(s) and follow the Advisement Document to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other relevant advising information.
5. Identify a Honolulu Community College faculty member who will serve as a faculty advisor to students who are part of the articulation.
6. Meet with UH West O'ahu faculty and/or administration as needed to discuss potential and planned curricular changes.

Under the terms of this Agreement, the University of Hawai‘i—West O'ahu agrees to:

1. Reduce the number of Public Administration credits required from 42 to 30. A total of 30 credits of Public Administration core (24), capstone (3), and concentration (3) coursework, as indicated in Attachment II, must be completed at UHWO. 12 credits of upper division concentration coursework, normally required for the Justice Administration Concentration, will be waived.
2. Accept the following Honolulu Community College coursework as acceptable prerequisite options for enrollment in PUBA 341 Statistics for Decision-Making in Public Administration: MATH 100 Survey of Mathematics, MATH 103 College Algebra, MATH 115 Introduction to Statistics and Probability, or a higher-level math course.
3. Identify academic advisor(s) at UH West O'ahu who will partner with Honolulu CC's advisor(s) to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other related advising information.
4. Identify an academic advisor at UH West O'ahu who will assist Justice Administration articulation option students with program exceptions to the requirements listed on the Advising Sheet designated for this articulation option.
5. Identify a UH West O'ahu faculty member who will serve as the faculty advisor to students who are part of the articulation option.
6. Advise students on additional Bachelor degree or Certificate options available that may augment educational and/or career opportunities.
7. Inform students about the UH West O'ahu Leave of Absence policy for students who a) enroll in the Policy Academy and/or b) take a break in enrollment at UH West O'ahu while following this articulation.
8. Meet with Honolulu Community College faculty and/or administration as needed to discuss potential and planned curricular changes.

This Articulation Agreement is effective beginning Fall 2015 and is based on the General Education and Focus requirements in effect at UHWO for the Fall 2015-2016 academic year. Students covered by the previous articulation agreement (Date of Agreement: May 2011) that have been continuously enrolled as Administration of Justice (AJ) students will have the option of following the requirements of the previous articulation agreement or this Agreement. For eligible students who elect to follow the previous articulation agreement, they will have until Spring 2018 to complete all of the requirements. Effective Fall 2015 new AAS-Administration of Justice students, as well as those identified/declared as pursuing
the articulation option beginning Fall 2015 or later, will be required to follow the requirements outlined in this Agreement. A maximum of a two semester break in enrollment will be permitted for students graduating from the AAS prior to starting the BA program, with UHWO faculty approval.

This Agreement will remain in effect through the Spring 2020 and will be subject to review following the Spring 2019 semester. Should both parties agree to terminate the Agreement, UHWO will honor the Agreement stipulations for identified students currently enrolled in this articulation option at the time of termination.

Approvals

University of Hawai‘i—West O‘ahu

Rockne Freitas, Chancellor  SEP - 1 2015  Date

Honolulu Community College

Erika Lacro, Chancellor  9-11-15  Date

Doris Ching  9-1-15  Date

Katy Ho  9/9/15  Date

Vice Chancellor of Academic Affairs

Vice Chancellor of Academic Affairs

Gary Helfand  8/26/15  Date

Oscar Diaz  9-9-15  Date

Director of Justice Administration

Program Director of Administration of Justice

Effective Date:  Fall 2015

Date of Agreement:  9/11/15
<table>
<thead>
<tr>
<th>Recommended HonCC Course</th>
<th>A.A.S. Requirement</th>
<th>UHWO Requirement</th>
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<tbody>
<tr>
<td>3 AJ 101</td>
<td>Introduction to Administration of Justice</td>
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<tr>
<td>3 AJ 138</td>
<td>Criminal Justice System Reports and Communications</td>
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<tr>
<td>3 AJ 200</td>
<td>Procedures in the Hawai‘i Justice System</td>
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<tr>
<td>3 AJ 221</td>
<td>Introduction to Criminal Law</td>
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<tr>
<td>3 AJ 224</td>
<td>Roles of Evidence</td>
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<td>3 ICS 100</td>
<td>Computing Literacy and Applications</td>
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<td>3 AJ elective</td>
<td>Choose from any 100 level or above AJ courses offered (except AJ 101, 200, 138, 221, and 224)</td>
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<td>Choose from any 100 level or above AJ courses offered (except AJ 101, 200, 138, 221, and 224)</td>
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</tbody>
</table>
| 3 *ENG 100               | Communications: ENG 100, 209, 210, JOUR 205  
  *Strongly recommended for UHWO: ENG 100 | FW |
| 3 *MATH 100              | Quantitative or Logical Reasoning: Math 100, 103, 113, 135, 140, 197, 203, 205, PHIL 110  
  *Strongly recommended for UHWO: MATH 100, 103,115 or higher (fulfills FS) | *FS |
| 3 *HWST 107              | Humanities and Fine Arts  
  *Strongly recommended for UHWO: HWST 107 (fulfills DH, HAP) | *DH,HAP |
| **Select one             | Natural Sciences | DB |
| **Select one             | Social Sciences | DS |
| **Select one             | General Electives (General Education or AJ Elective):  
  *Strongly recommended for UHWO: General Education  
  Consult a Honolulu CC counselor for assistance with course selection | DP |
| **Select one             | General Electives (General Education or AJ Elective):  
  *Strongly recommended for UHWO: General Education  
  Consult a Honolulu CC counselor for assistance with course selection | DA or DL |
| **Select one             | General Electives (General Education or AJ Elective):  
  *Strongly recommended for UHWO: General Education  
  Consult a Honolulu CC counselor for assistance with course selection | FGA or FGB or FGC |
| **Select one             | General Electives (General Education or AJ Elective):  
  *Strongly recommended for UHWO: General Education  
  Consult a Honolulu CC counselor for assistance with course selection | Different group from above: FGA or FGB or FGC |

**Students should select a course with the Gen Ed designation indicated in the third column that also meets the requirements for the AAS degree. UHWO will honor the Gen Ed designation of the campus from which the course was taken. Students should consult with a Program Advisor or Counselor from their Community College for assistance with course selection.**

60 Total Credits
ATTACHMENT II

UNIVERSITY OF HAWAII WEST O'AHU
Bachelor of Arts in Public Administration
with Concentration in Justice Administration
Major and Concentration Requirements
for Honolulu CC AAS-AJ Graduates Enrolled in the UHWO Articulation Option
Based on 2015-2016 Catalog

Major and Concentration Required coursework: 45 Credits

Core Public Administration Courses (24 credits)
PUBA 306 Principles of Public Administration
PUBA 310 Research Methods in the Public Sector
PUBA 313 Communication Skills for Administrators (Focus: OC)
PUBA 340 Administrative Decision-Making
PUBA 341 Statistics for Decision-Making in Public Administration or SSCI 210 Statistical
Analysis I, or BUSA 320 Statistics for Decision-Making
PUBA 351 Human Resources Administration
PUBA 414 Public Communication Campaigns (Focus: OC)
PUBA 475 Administrative Law

Capstone requirements (3 credits): Three credits from the following, to be taken in the senior year:
WI PUBA 486J Senior Project
WI PUBA 490J Administrative Practicum

Justice Administration Concentration Requirement (3 credits)
PUBA 409 Legal Foundations of Justice Administration

Justice Administration Upper Division Social Science Requirement (3 credits):
Choose ONE course from this list:
ANTH 458 Forensic Investigations (Gen Ed: DB)
ANTH 460 Advanced Techniques in Forensic Anthropology (Gen Ed: DB)
ECON ___ Any upper-division course with DS designation (Gen Ed: DS)
POLS 316 Constitutional Law
POLS 330 American Politics
PSY 353 Conflict Resolution
PSY 371 Abnormal Psychology
PSY 373 Counseling Skills
PSY 474 Culture and Mental Illness
PSY 475 Psychology of Healing
PSY 480 Organizational Behavior
SOC 329 Organizations, Individuals, and Society
SOC 334 Deviant Behavior (*Strongly recommended)
SOC 411 Aging in Mass Society
SOC 431 Juvenile Delinquency
SOC 434 Criminology

Upper Division Electives (12 credits): Consult with a faculty advisor to select appropriate coursework to meet educational goals and objectives (i.e. obtaining a Certificate in Disaster Preparedness and Emergency Management or Forensic Anthropology)
ATTACHMENT III

UNIVERSITY OF HAWAI'I WEST O'AHU
Bachelor of Arts in Public Administration
with Concentration in Justice Administration
General Education, Focus, Writing Skills and Graduation Requirements
UHWO Articulation Option Recommendations
Based on 2015-2016 Catalog

General Education 31 credits:

Foundations Requirement:
3 cr Written Communication (FW):
3 cr Symbolic Reasoning (FS):
6 cr Global & Multi-cultural Perspectives:
   6 credits in FG; 2 different groups
   represented (FGA, FGB, FGC)

Diversification Requirement:
6 cr Humanities, Arts, or Literature:
   (DA, DH, or DL)
6 cr Social Sciences (DS):
7 cr Natural Sciences:
   Biological Sciences (DB):
   Physical Sciences (DP):
   Science Lab (DY):

Focus Requirement:*
*Can be met in combination with other requirements
   Oral Communication (OC):
   Ethics (ETH)
   Hawaiian, Asian, Pacific (HAP):

Upper Division Requirement:

Writing Skills Requirement:
ENG 200 Composition II or equivalent

Writing Intensive Requirement (WI):

Recommended HonCC coursework

ENG 100 Composition I
MATH 100 Survey of Mathematics or higher
Group A: Primarily before 1500 CE: HIST 151
Group B: Primarily after 1500 CE: HIST 152
Group C: Pre-History to Present

Any course with (DA) or (DL) designation
HWST 107 (DH, HAP)
Courses from two different areas

3 credits Biological Science
3 credits Physical Science
1 credit science lab

Recommended HonCC coursework

PUBA 313 OR PUBA 414 taken at UHWO
Any course designated as ETH or HETH (HonCC)
HWST 107 is strongly recommended

Minimum of 45 credits of upper division coursework,
300 or 400 level courses, must be completed

ENG 210 Writing Term Papers -OR-
ENG 209 Business and Managerial Writing

3 classes at the upper division level. A minimum of
two classes must come from course work outside of
the Capstone class (PUBA 486J or PUBA 490J).

NOTE: A minimum of 120 total credits must be earned which includes a minimum of 30 credits earned “in
residence” through courses taken at UHWO. Students must also complete a minimum of 45 credits of upper
division (300-400 level) coursework prior to graduating from UHWO.
### GENERAL EDUCATION REQUIREMENTS (16 credits)*

*Credits listed in parentheses below are not included in credit count indicated above.

<table>
<thead>
<tr>
<th>Credits</th>
<th>Course Alpha/Number/Title</th>
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<tbody>
<tr>
<td>(3)</td>
<td>ENG 100 or ESL 100 (FW)</td>
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<td>(3)</td>
<td>MATH 100, 103, 115, 135 or higher (FS)</td>
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<td>6</td>
<td>Foundations Multicultural Perspectives (FG): 6 credits from two different groups (A, B, C)</td>
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<tr>
<td>(3)</td>
<td>Diversification Arts, Humanities, &amp; Literature (DA, DH, DL): HWST 107 (DH, HAP) is strongly recommended 6 credits from two different areas</td>
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<tr>
<td>3</td>
<td>Diversification Arts, Humanities, &amp; Literature (DA, DH, DL): different from area above</td>
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<tr>
<td>(3)</td>
<td>Diversification Social Sciences (DS)</td>
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<td>3</td>
<td>Diversification Social Sciences (DS)</td>
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<td>(3)</td>
<td>Diversification Natural Sciences: Biological or Physical Sciences (DB or DP)</td>
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<tr>
<td>3</td>
<td>Diversification Natural Sciences: Biological or Physical Sciences (DB or DP)</td>
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<td>1</td>
<td>UHWO WRITING SKILLS REQUIREMENT (3 credits)</td>
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<tr>
<td>(3)</td>
<td>ENG 200 Composition II (or equivalent) or ENG 209 Business Writing (ENG 209 Business &amp; Managerial Writing /HonCC)</td>
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### CORE REQUIREMENTS (24 credits)

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<tr>
<th>Credits</th>
<th>Course Alpha/Number/Title</th>
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<tbody>
<tr>
<td>3</td>
<td>PUBA 306 Principles of Public Administration</td>
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<td>3</td>
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<td>3</td>
<td>PUBA 313 Communication Skills for Administrators (Focus: OC)</td>
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<td>3</td>
<td>PUBA 340 Administrative Decision-Making</td>
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<td>3</td>
<td>PUBL 341 Statistics for Decision-Making in Public Administration (Pre: MATH 100, 103, 115, or higher)</td>
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<tr>
<td>3</td>
<td>PUBA 320 Statistics for Decision-Making (Pre: MATH 103 or equivalent)</td>
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<td>3</td>
<td>SSCI 210 Statistical Analysis I (Pre: MATH 103 or equivalent)</td>
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<td>3</td>
<td>PUBA 351 Human Resources Administration</td>
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<td>3</td>
<td>PUBA 414 Public Communication Campaigns (Focus: OC)</td>
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<td>3</td>
<td>PUBA 475 Administrative Law</td>
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### CONCENTRATION REQUIREMENTS (3 credits)

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<th>Credits</th>
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<tbody>
<tr>
<td>3</td>
<td>PUBA 409 Legal Foundations of Justice Administration</td>
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</table>

### JUSTICE ADMINISTRATION UPPER DIVISION SOCIAL SCIENCE REQUIREMENT (3 Credits)

Choose ONE course from this list:

- ANTH 458 Forensic Investigations (GenEd: DB)
- ANTH 460 Advanced Techniques in Forensic Anthropology (GenEd: DB)
- ECON 403 Any upper division course with DS designation (GenEd: DS)
- POLS 316 Constitutional Law
- POLS 330 American Politics
- PSY 353 Conflict Resolution
- PSY 371 Abnormal Psychology
- PSY 373 Counseling Skills
- PSY 474 Culture and Mental Illness
- PSY 475 Psychology of Healing
- PSY 480 Organizational Behavior
- SOC 329 Organizations, Individuals, and Society
- SOC 334 Deviant Behavior (*Strongly recommended)
- SOC 411 Aging in Mass Society
- SOC 431 Juvenile Delinquency
- SOC 434 Criminology
## UPPER DIVISION ELECTIVES (12 Credits)

Select 12 credits of upper division coursework: Consult with a faculty advisor to select appropriate coursework.

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<th>Credits</th>
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**Note:**
To maximize career preparation while meeting educational goals and objectives, students following the articulated transfer pathway are encouraged to select coursework for the required 12 credits of Upper Division Electives that can be applied towards a certificate in an area related to Justice Administration (i.e., a Certificate in Disaster Preparedness and Emergency Management or a Certificate in Forensic Anthropology).

Disaster Preparedness and Preparedness and Emergency Management, Certificate Required coursework (18 Credits)

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

Forensic Anthropology, Certificate Required coursework (29-30 Credits)

- (4) ANTH 215/L Physical Anthropology & Lab (Leeward CC)
- (4) BIOL 171/L Introduction to Biology & Lab (Leeward CC) or
- (4) BIOL 101/L Biology and Society & Lab (Leeward CC)
- (3) BIOL 100 Human Biology (Leeward CC)
- (3) ANTH 381 Archaeological Field Techniques-Historic Archaeology
- (4) ANTH 384/384L Human Skeletal Biology with Lab
- (3) ANTH 415 Human Ecological Adaptation
- (3) ANTH 458 Forensic Investigations
- (3) ANTH 460 Advanced Techniques in Forensic Anthropology
- (3) PUBA 309 Criminal Law & Procedures
- (3) SSCI 490F Practicum or PUBA 490 Practicum

## CAPSTONE REQUIREMENT (3 credits)

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<th>Credits</th>
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<tbody>
<tr>
<td>3</td>
<td>WI PUBA 486J Senior Project OR WI PUBA 490J Administrative Practicum</td>
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## ELECTIVES (60 credits)

<table>
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<tr>
<th>Credits</th>
<th>Course Alpha/Number/Title</th>
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<tr>
<td>Lower Division Coursework required for the A.A.S. in Administration of Justice Programs at Honolulu Community College</td>
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<tr>
<td>3</td>
<td>AJ 101 Introduction to Administration of Justice</td>
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<td>3</td>
<td>AJ 138 Criminal Justice System Reports and Communications</td>
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<td>3</td>
<td>AJ 200 Procedures in the Hawai’i Justice System</td>
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<td>3</td>
<td>AJ 221 Introduction to Criminal Law</td>
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<td>3</td>
<td>AJ 224 Roles of Evidence</td>
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<td>3</td>
<td>ICS 100 Computing Literacy and Applications</td>
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<tr>
<td>3</td>
<td>ENG 100 Composition 1 (also listed in General Education section)</td>
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<td>HWST 107 Hawai’i Center of the Pacific (also listed in General Education section)</td>
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<td>MATH 100 Survey of Math (also listed in General Education section)</td>
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<td>Social Sciences Elective / Diversification Social Sciences (DS) (also listed in General Education section)</td>
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<td>Natural Sciences Elective / Diversification Natural Sciences: Biological or Physical Sciences (DB or DP) (also listed in General Education section)</td>
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<td>General Electives (General Education or AJ Elective)</td>
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**Graduation Requirements (see the current catalog for any additional graduation requirements):**

- [ ] 45 Upper Division Credits Minimum
- [ ] 3 Upper Division Writing Intensive Courses
- [ ] 2.0 OVERALL GPA
- [ ] 120 Total Credits Minimum
- [ ] Focus Requirements (QC, HAP, ETH)
- [ ] 2.0 UHWO GPA
- [ ] 30 UHWO Credits
- 2.0 CONCENTRATION GPA

**Note:** Courses highlighted in grey are those that are required for the Associate in Applied Science (AAS) in Administration of Justice (ADJ) at HonCC. The UHWO BA in Public Administration requirements in those highlighted areas are anticipated to be completed once a student graduates from the ADJ program.
Articulation Memo:
Verification of Completion of Articulation Agreement

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>UH ID:</th>
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<th>University of Hawai‘i Community College campus:</th>
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<thead>
<tr>
<th>Program &amp; Degree at UHCC:</th>
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<th>Date the Agreement was signed (e.g., 08/24/07):</th>
<th>Agreement year (e.g., 2007-2008):</th>
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<tr>
<th>UHCC Counselor Name:</th>
<th>UHCC Counselor Signature &amp; Date Signed:</th>
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After the student has completed the requirements for graduation from the articulated associate’s degree program, please submit this Articulation Memo to the office of the UHWO Registrar

Office of the Registrar
Campus Center, C141
91-1001 Farrington Highway
Kapolei, HI 96707
Fax: (808) 689-2901

7/10/2015