UNIVERSITY OF HAWAI‘I
MEMORANDUM OF AGREEMENT

KAPI‘OLANI COMMUNITY COLLEGE
UNIVERSITY OF HAWAI‘I – WEST O‘AHU

BACHELOR OF APPLIED SCIENCE
CONCENTRATION IN
INFORMATION TECHNOLOGY (IT)

The purpose of this degree pathway is to facilitate a smooth transition for students entering Kapi‘olani Community College (KapCC) or the University of Hawai‘i – West O‘ahu (UHWO) as they work toward obtaining the Bachelor of Applied Science (BAS) degree with a concentration in Information Technology (IT). This recommended pathway is designed to promote collaboration and serve student career and educational objectives. In particular, this agreement will facilitate the transfer of students in the Associate in Science (AS) in Information Technology (ITS) program at KapCC to the BAS program with a concentration in IT at the UHWO. While this academic pathway represents the most efficient coursework progression from the AS program at KapCC through the BAS program at UHWO, individual course substitutions may be made on a case-by-case basis when recommended courses are not available; however, all core, concentration, general education, focus, and graduation requirements must still be met in those individual cases.

As part of the dual enrollment agreement between KapCC and UHWO, and under the terms of this agreement, the University of Hawai‘i-West O‘ahu agrees to:

1. Identify academic advisors at UHWO who will partner with KapCC’s advisors to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other related advising information.
2. Identify a UHWO faculty member who will serve as the faculty advisor to students who are part of this articulation in the IT concentration.
3. Inform students that financial aid may be available through either institution as the student identifies his/her home campus each semester, and that students must follow the financial aid policies and procedures at that home school in order to be eligible for financial aid.
4. Meet with KapCC faculty and/or administration minimally every two years, or on an as-needed basis, to discuss potential and planned curriculum changes.
5. Continue discussions with KapCC on dual enrollment processes to benefit the matriculation and transfer processes for IT students.

As part of the dual enrollment agreement between KapCC and UHWO, and under the terms of this agreement, KapCC agrees to:

1. Identify a program counselor at KapCC who will partner with UHWO’s advisors to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other related advising information.

2. Place a notation on the advisor notes in STAR to identify AS in Information Technology students who are in the process of completing the AS degree and are a part of this articulation.

3. Identify a KapCC faculty member who will serve as the faculty advisor to students who are part of this articulation in the IT concentration and consult with UHWO’s admissions personnel regarding students on an as-needed basis.

4. Inform students that financial aid may be available through either institution as the student identifies his/her home campus each semester, and that students must follow the financial aid policies and procedures at that home school in order to be eligible for financial aid.

5. Meet with UHWO faculty and/or administration minimally every two years, or on an as-needed basis, to discuss potential and planned curricular changes.

6. Continue discussions with UHWO on dual enrollment processes to benefit the matriculation and transfer processes for IT students.

Curricular requirements for students following the articulated pathway are included as Attachments I through IV. Attachment I details the coursework recommendations to fulfill the UHWO general education and focus requirements for the BAS with concentration in IT. Attachment II identifies the lower division requirements at KapCC for the IT concentration. Attachment III lists the BAS core and upper-division requirements at UHWO. Attachment IV accounts for graduation requirements at UHWO.

This agreement will be reviewed biannually during the spring semester of odd years (beginning in 2019) in order to support the transfer, matriculation and graduation of students from KapCC and UHWO. Students must graduate from KapCC with the AS in Information Technology to be eligible for the benefits of the Agreement. This agreement will go into effect academic year 2016-2017 and expires after the 2019-2020 academic year.
Approvals

University of Hawai‘i – West O‘ahu

Doris Ching, Interim Chancellor

Jeffrey Moniz
Vice Chancellor for Academic Affairs

Derek Choy
Chair of Business Administration

Matthew A. Chapman
Associate Professor
Information Technology & Cyber Security

Kapi‘olani Community College

Louise Pagotto, Interim Chancellor

Susan Murata Kazama
Interim Vice Chancellor for Academic Affairs

John A. Richards,
Dean, Career & Technical Education
Culinary, Hospitality, Business, Legal & Technology

Trude Pang
Chair, Business, Legal and Technology

Steve A. Singer
Professor
Information Technology

Date of Agreement: September 9, 2016

Effective Date: Fall 2016

Revised 7/20/2016
General Education Requirements

General Education Requirements for BAS IT Concentrations – 31 credits

Foundations (12 credits)

FW 3 Foundations Written Communication - ENG 100 Composition I, or ESL 100 (Note: Kap CC A.S. required class)

FS 3 Foundations Symbolic Reasoning (Note: Kap CC Math 103 meets this requirement)

FG 6 Foundations Multicultural Perspectives - Need 6 credits from two different groups (A,B,C)

Diversification (19 credits)

DH, DA 3 Diversification Arts, Humanities, Literature - Need 6 credits from two different areas. Recommended: (Kap CC HWST 107 meets this requirement). Upper-division 300 or 400 level courses are recommended whenever possible to count toward the required 45 credits of upper-division coursework.

DS 3 Diversification Social Sciences – Need 6 credits from two different areas. Recommended: SSCI 301 (also counts toward BAS core requirement)

DB 3 Diversification Natural Science – 3 credits from the Biological Sciences

DP 3 Diversification Natural Science – 3 credits from the Physical Sciences (DP)

DY 1 Diversification Natural Sciences – Lab for either DB or DP above

Focus Requirements

1. Hawaiian, Asian, and Pacific Issues (HAP): 1 class
2. Oral Communications (OC): 1 class
3. Contemporary Ethical Issues (ETH): 1 class
4. Writing-Intensive (WI): 3 classes (upper division level, two classes outside of the capstone class)
**Lower Division Requirements at KapCC for IT Concentration (45 credits):**

**ITS Core Requirements (39 credits):**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>3 ICS 100/101</td>
<td>Computing Literacy &amp; Apps or Digital Tools for Info World</td>
</tr>
<tr>
<td>3 ITS 122</td>
<td>Cyber Security Fundamentals</td>
</tr>
<tr>
<td>3 ITS 124</td>
<td>Small Business Networking</td>
</tr>
<tr>
<td>3 ITS 128</td>
<td>Introduction to Problem Solving and the Programming Process</td>
</tr>
<tr>
<td>3 ITS 129</td>
<td>Introduction to Databases</td>
</tr>
<tr>
<td>3 ITS 142</td>
<td>Network Security</td>
</tr>
<tr>
<td>3 ITS 144</td>
<td>Business PC System Maintenance/Support and OS Installation</td>
</tr>
<tr>
<td>3 ITS 148</td>
<td>Visual Studio NET I</td>
</tr>
<tr>
<td>3 ITS 149AD</td>
<td>Database Administration I</td>
</tr>
<tr>
<td>3 ITS 227</td>
<td>Web Site Development</td>
</tr>
<tr>
<td>3 ITS 293</td>
<td>Information Technology Program Internship</td>
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</table>

*Two courses selected from:*

<table>
<thead>
<tr>
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<th>Course Title</th>
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<tbody>
<tr>
<td>3 ITS 222</td>
<td>Cyber Attacks and Defense</td>
</tr>
<tr>
<td>3 ITS 224</td>
<td>Help Desk Support Practices</td>
</tr>
<tr>
<td>3 ITS 228</td>
<td>Visual Studio NET II</td>
</tr>
<tr>
<td>3 ITS 229AD</td>
<td>Database Administration II</td>
</tr>
</tbody>
</table>

**Specialization Requirements (6 Credits):**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>3 BUS 120</td>
<td>Principles of Business</td>
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<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>3 ACC 201</td>
<td>Introduction to Financial Accounting</td>
</tr>
<tr>
<td>3 SP 151 or SP 251</td>
<td>Public Speaking / Principles of Effective Public Speaking</td>
</tr>
</tbody>
</table>

(Note: Kap CC courses ENG 100, MATH 103, HWST 107, ECON 130, and NS elective are included in the previous General Education Requirements section. This is an additional 15 credits, for a total of 60 credit hours)
Bachelor of Applied Science Core Requirements (12 credits):

3 ENG 200 Composition II
or ENG 209 Business Writing
or ENG 210 Writing Term Papers
or ENG 215 Research/Argumentative Writing

3 SSCI 210 Statistical Analysis I
or BUSA 320 Statistics for Decision-Making (Math 103 is pre-requisite)
or PUBA 341 Statistics for Decision-Making in Public Administration

(3)* SSCI 301 (DS) Methods and Techniques in Social Science Research

3 PUBA/BUSA 481 Ethics and Administration (ETH focus)
or PUBA 477 Ethics in Healthcare Administration (ETH focus)
or MGT 301 Business Ethics (ETH focus)
or another 300-400 level course with the ETH identifier.

3 Capstone Course:
APSC 486 or APSC 490 Senior Project (WI) / Senior Practicum (WI)

* DS under General Education
Note: BAS Computer Literacy requirement is waived based on overall computer competencies in the IT concentration.

Upper-Division IT Core Requirements (24 credits):

18 Credits in ITS from the list below:

3 ITS 324 PC & Network Security and Safeguards
3 ITS 327 Dynamic Hyper Text Markup Language (DHTML)
3 ITS 328 Advanced Database Programming
3 ITS 344 Small Business Server Administration
3 ITS 347 Active Server Pages-Web Development
3 ITS 381 Topics in Information Technology

3 *Any other ITS 300 or 400 level ITS class not used to meet other requirements

6 Credits

3 ISA 400 Management of Information Security
3 ITS 410 IT Project Management (WI)

Upper Division Focus Area Electives at UHWO (9 credits)

9 UHWO electives 300 or higher level Business Area*, PUBA, ITS, or ISA courses not used to meet any other requirement.
* Business Area is meant to reflect any course in core or concentration areas within Business Administration including ACC, USA, FIN, MGT, or MKT.
University of Hawai‘i – West O‘ahu
Bachelor of Applied Science with a Concentration in
Information Security and Assurance (IT)

Graduation Requirement – 45 credits of upper division course work met for IT:

3  SSCI 301  Methods and Techniques in Social Science Research (satisfies a core requirement)
3  PUBA 341  Statistics for Decision-Making in Public Administration;
or BUSA 320  Statistics for Decision-Making [Math 103 is pre-requisite for BUSA 320 (satisfies a core requirement)
3  PUBA/BUSA 481  Ethics and Administration or another 300-400 level course with an ETH identifier (satisfies a core requirement)
3  ISA 400  Management of Information Security
3  ITS 410  IT Project Management
3  APSC 486 or 490  Capstone: Senior Project/Senior Practicum
                 (satisfies a core requirement)
18  ITS upper division courses
9  UHWO electives  300 or higher level Business Area*, PUBA, ITS, or ISA courses not used to meet any other requirement.

* Business Area is meant to reflect any course in core or concentration areas within Business Administration including ACC, BUSA, FIN, MGT, or MKT.

Foundations
Diversification
Lower Division IT Concentration
BAS Core Requirements and Upper Division IT Requirements (12 credits) (19 credits) (45 credits) (45 credits)

MINIMUM TOTAL CREDITS for BAS in IT: 121

The student is responsible for the completion of the minimum total credits above, 45 upper division credits as indicated, the 30 credit residency requirement, and focus area requirements.
July 26, 2016

MEMORANDUM

TO: Senior Staff

FROM: Jeffrey Moniz
Vice Chancellor for Academic Affairs


I will be out of the office July 28 – 29, 2016. During my absence, Dr. Jacqueline Honda, will act on my behalf and have signing authority on all matters.

c: Fiscal Office, UHWO
Human Resources, UHWO