UNIVERSITY OF HAWAI'I ARTICULATION AGREEMENT
Leeward Community College Associate in Science in Business Technology to the
University of Hawai'i-West O'ahu Bachelor of Arts in Public Administration

This purpose of this Agreement is to facilitate a smooth transition for students from the Leeward Community College (Leeward CC) Associate in Science (AS) in Business Technology (BTEC) program to the University of Hawai'i-West O'ahu (UHWO) Bachelor of Arts (BA) in Public Administration with concentrations in General Public Administration, Disaster Preparedness and Emergency Management, Health Care Administration and Justice Administration.

Students must graduate from Leeward CC with articulated AS degree in Business Technology and be identified in order to be eligible for the benefits of this Agreement. Students transferring to UHWO without graduating with the Articulated AS degree in Business Technology at Leeward CC will be required to meet current catalog requirements upon admission to UHWO.

Requirements of both the Associate in Science (AS) degree and the Bachelor of Arts (BA) in Public Administration degree are provided as attachments and form the basis of this agreement. Subsequent changes to the curricular requirements of either program may require revisions to this agreement.

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

1. Identify an academic advisor(s) at UHWO who will partner with Leeward CC’s advisor(s) to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other related advising information. [Initially Janice Takaki]
2. Identify a UHWO faculty member who will serve as the faculty advisor to students who are part of this articulation. [Initially Gary Helfand (General Public Administration); Ross Prizzia (Disaster Preparedness and Emergency Management); Kristina Guo (Health Care Administration); and Michael Hallstone (Justice Administration)]
3. Meet with Leeward CC faculty and/or administration minimally every two years, or on an as needed basis, to discuss potential and planned curricular changes.

Under the terms of this Agreement, Leeward Community College agrees to:

1. Identify an academic advisor at Leeward CC who will partner with UHWO advisors to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other relevant advising information. [Initially Joy Lane]
2. Identify a Leeward CC faculty member who will serve as the faculty advisor to students who are part of the articulation. [Initially Joy Lane]
3. Submit a letter of notification to the UHWO Registrar, signed by a counselor or faculty advisor, which identifies AS in Business Technology students who have completed, or are in the process of completing this articulation option.
4. Meet with UHWO faculty and/or administration minimally every two years, or on an as needed basis to discuss potential and planned curricular changes.

This Articulation Agreement is effective beginning Fall 2012 and is based on the General Education and Focus requirements in effect at UHWO for the Fall 2012-2013 academic year. Students may be subject to university graduation requirement and curriculum changes implemented after the effective date of this Agreement.

Students following the requirements of the previous articulation (dated January 23, 2008) and the subsequent extension (dated October 28, 2010), and have been enrolled continuously as a Business Tech (BTEC) student, will have until Spring 2014 to complete requirements. Effective Fall 2012, new Business Technology students will follow the requirements as outlined in this Agreement.

This Agreement will be subject to a mandatory review every two years to support the transfer, matriculation and graduation of BTEC students from Leeward CC, and may be continued, revised or discontinued with the consent of both parties. 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 Wes: O‘ahu

[Signature]

Gene I. Awakuni
Chancellor

[Signature]

Jacquelyn Kilpatrick
Vice Chancellor for Academic Affairs

[Signature]

Kristina Guo
Chair, Division of Public Administration

Leeward Community College

[Signature]

Manuel J. Cabral
Chancellor

[Signature]

Michael H. Pecsok
Vice Chancellor for Academic Affairs

[Signature]

Roy Kamida
Chair, Business Division

Date of Agreement: 8/16/12

Effective Date: Fall 2012

Original: 04/30/03
Revised: 01/23/08
Extension: 10/28/10
Revised: 08/13/12
LEEWARD COMMUNITY COLLEGE
Associate in Science in Business Technology
UH-West O'ahu Articulation Option Requirements
Based on Catalog Year: 2012-2013

Core Requirements (33 credits)
3 BUSN 123 Word Processing for Business
3 BUSN 164 Career Success
3 BUSN 170 Records and Information Management
1 BUSN 166 Professional Employment Preparation
3 MATH 103 College Algebra (Approved substitution for BUSN 188 Business Calculations)
3 BUS 101 Business Computer Systems
2 BUSN 193C Cooperative Education
3 BUS 120 Principles of Business
3 BUS 201 Microsoft Office Advanced
3 MGT 121 Customer Service
3 ACC 201 Introduction to Financial Accounting or ACC 124 College Accounting I
3 BUSN 269 Supervision

Specialization (12 credits)
Select courses from the following list:
3 BUSN 200 Computer Speech Recognition
3 BUSN 242 Business Presentations
3 BUSN 250 Expert Business Computing
3 BUSN 270 Advanced Records and Information Management
3 BUSN 277 International Business Protocol
3 BUSN 279 International Business Analysis
3 BUSN 284 Medical Terminology and Procedures
3 BUSN 286 Legal Terminology and Procedures
3 BLAW 200 Legal Environment of Business

General Education Requirements (15 credits)
FW 3 ENG 100 Composition I
OC 3 SP 151 Personal and Public Speech
1 DH, HAP 3 HWST 107 Hawai'i: Center of the Pacific
DB 3 Natural Science (Biological or Physical)
DS 3 Social Science class

Total 60 credits for AS

1 Arts and Humanities requirement at Leeward CC. Also satisfies the Hawaiian, Asian Pacific focus requirement at UHWO.
### Additional Lower Division Coursework Requirements for articulation option (16 credits)

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
<th>Course/Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grad req</td>
<td>3</td>
<td>ENG 200 Composition II or ENG 209 Business Writing</td>
</tr>
<tr>
<td>FGA</td>
<td>3</td>
<td>HIST 151 World Civilizations I or ANTH 151 Emerging Humanity</td>
</tr>
<tr>
<td>FGB</td>
<td>3</td>
<td>HIST 152 World Civilizations II or ANTH 152 Culture and Humanity</td>
</tr>
<tr>
<td>DS</td>
<td>3</td>
<td>Additional Social Science class, different alpha</td>
</tr>
<tr>
<td>2DP</td>
<td>3</td>
<td>Natural Science (Biological or Physical)</td>
</tr>
<tr>
<td>DY</td>
<td>1</td>
<td>Science Lab (if a student takes a 4 credit science that is designated DB/DY or DP/DY, no additional lab is required)</td>
</tr>
</tbody>
</table>

**Total 76 lower division credits**

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2 The second natural science course completed (either biological or physical), will depend upon the first course taken. For graduation from UHWO, once course must be completed in each area, with a complementary lab completed with one course.
UNIVERSITY OF HAWAI‘I-WEST O‘AHU
Bachelor of Arts in Public Administration Program Requirements for
Leeward Community College AS in Business Technology under the UHWO Articulation Option
Based on Catalog Year: 2012-2013

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

Public Administration Concentration Requirements (18 credits)

<table>
<thead>
<tr>
<th>General Public Administration 18 credits</th>
<th>Justice Administration 18 credits</th>
<th>Disaster Preparedness &amp; Emergency Mgt 18 credits</th>
<th>Health Care Administration 18 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 classes from the following list:</td>
<td>PUBA 409</td>
<td>PUBA 411</td>
<td>PUBA 301</td>
</tr>
<tr>
<td>PUBA 100, 301, 302, 307, 312, 315, 318, 319, 330, 352, 355, 367, 406, 411, 446, 460, 461, 462, 463, 464, 470, 477, 496, 499</td>
<td>And 5 classes from the following list:</td>
<td>PUBLA 103, 305, 309, 315, 316, 320, 321, 322, 323, 324, 326, 355, 406, 410, 411, 431, 432, 434, 435, 436, 461, 496, 499</td>
<td>And 3 classes from the following list:</td>
</tr>
<tr>
<td></td>
<td>PUBLA 102, 460, 461, 446, 470, 481</td>
<td>PUBLA 107, 307, 318, 319, 411, 446, 470, 473, 474, 476, 477, 480, 496 Selected topics in Health Care Admin</td>
<td></td>
</tr>
</tbody>
</table>

Capstone Requirement (3 credits)
3  PUBA 486  WI Senior Project or
3  PUBA 490  WI Administrative Practicum

Public Administration Program Electives (3-6 credits)
Students need an additional 3-6 credits of upper division (300-400 level) electives to meet the minimum upper division credit requirement (45 credits). These could be upper division WI course work (a total of 3 upper division classes are required, one being the capstone, and 2 additional upper division WI classes, in any subject). A student could also take an upper division course with an Ethics focus to meet the focus requirement. A Student Services Advisor or Faculty Advisor may also be consulted for course selection.

Additional Requirement
3 classes of upper division WI coursework, including the Capstone

Total upper division credits: 45
UNIVERSITY OF HAWAI’I ARTICULATION AGREEMENT
Leeward Community College AS in Business Technology to the
University of Hawai’i-West O’ahu BA in Business Administration
General Education, Focus, Writing Skills and Graduation Requirements

General Education 31 credits:

Foundations Requirement:

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

ENG 100 Composition I
MATH 103, 135 or higher level math
Group A: Primarily before 1500 CE: HIST 151, ANTH 151
Group B: Primarily after 1500 CE: HIST 152, ANTH 152,
GEOG 102
Group C: Pre-History to Present

Diversification Requirement:

Humanities, Arts, or Literature:
6 credits in DA, DH or DL; 2 different group represented

HWST 107 Hawai‘i: Center of the Pacific*
One upper division humanities course

Social Sciences (DS):
6 credits in DS; 2 different subject areas represented

6 credits

Natural Sciences:

Biological Sciences (DB):
Physical Sciences (DP):
Science Lab (DY):

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

Focus Requirement:*  

Oral Communication (OC):
Ethics (ETH):
Hawaiian, Asian, Pacific (HAP):

SP 151 Personal and Public Speech
Students may take coursework at Leeward CC or UHWO to meet this requirement
HWST 107 Hawai‘i: Center of the Pacific*

Graduation Requirement:

Writing Intensive Requirement (WI):

ENG 200 Composition II or ENG 209 Business Writing
3 classes at the upper division level. A minimum of two classes must come from coursework outside of the capstone class.

NOTE: University graduation and curriculum requirements may change without notice. Students may be subject to any and all changes implemented after enrollment in an articulation agreement. Students are strongly encouraged to consult with an advisor to remain apprised of changes that may impact the completion of this agreement.

- A minimum of 120 total credits must be earned, which includes a minimum of 45 upper division credits
- A minimum of 30 credits must be earned at UHWO
- 2.0 overall GPA, 2.0 UHWO GPA, and 2.0 concentration GPA
- Additional requirements can be found in the UHWO General Catalog