MEMORANDUM

TO: Academic Deans
    Department Chairs/Program Directors

FROM: Reed Dasenbrock
      Vice Chancellor for Academic Affairs

SUBJECT: Revised Requirements for Baccalaureate Degrees,
            Effective Fall 2012

In December 2010, the Mānoa Faculty Senate endorsed two recommendations affecting requirements for baccalaureate degrees, effective Fall 2012: (1) a reduction in the minimum number of required credits from 124 to 120 for graduation and (2) replacing the existing 60 Non-introductory course credit graduation requirement with a 45 upper division (300 and 400 level courses) credit requirement. Both of these new requirements were recommended to the Senate by the Committee on Enrollment Planning’s Task Force on Retention and Graduation. We’ve approved both changes as Mānoa policy, effective Fall 2012.

Reduction in the Minimum Course Credits to 120 Credits

This reduction was intended to allow students to complete their degrees within four years, if they choose to take 15 credit hours each semester. The reduction in the minimum required credits does not mandate revisions of programs that require more than 120 credits for graduation. However, we encourage those programs that currently require 124 credits in order to meet the current graduation requirement to review and/or revise their requirements in light of the new 120 credit requirement.

45 Upper Division Credit Requirement

Currently, UH Mānoa counts any 200-level course with a specific content-based prerequisite as a non-introductory course. However, many community college 200-level courses are not “non-introductory” by Mānoa standards since they don’t require a content-based prerequisite course. The current non-introductory credit requirement is confusing to students and requires the Office of the Registrar and Office of Admissions to research 200-level community college courses to see if they qualify as non-introductory courses. The replacement of the 60 non-introductory course requirement with a 45 upper division (300 and 400 level courses) credit requirement will eliminate the confusion.
We understand that many of your programs are already in compliance with the upper
division requirement. Please be sure to review your program requirements to ensure
compliance with the changed requirement.

Catalog Information, Program Sheets, and Four Year Academic Plans

These revised program requirements should be reflected in the information about your
program in the Fall 2012 Catalog and in the Bachelor Degree Program Sheets and Sample
Four Year Academic Plans that are posted on the OVCAA website
(http://manoa.hawaii.edu.ovcaa/programsheets/). Your revised catalog information,
revised bachelor degree program sheets, and four year academic plans will be due to the
Catalog Office in November; the appropriate deadline will be sent to you later from the
Catalog Office with the instructions for updating your program information in the Catalog.

Thank you for your attention to these program changes.

c: VC Francisco Hernandez
AVC Ron Cambra
AVC Alan Yang
Diane Nakashima, UHM Catalog Office
Lisa Imai, Records
Lisa Fujikawa, General Education Office
Gary Rodwell, Undergraduate Education
Registrar Stuart Lau
Financial Aid Director Jodie Kuba
Council of Academic Advisors