MEMORANDUM

TO: Council of Chief Academic Officers
   University Council on Articulation
   Academic Advising and Transfer Network
   UHM Deans and Directors
   UHM Council of Academic Advisors

FROM: Reed Dasenbrock
   Vice Chancellor for Academic Affairs

SUBJECT: UHM Focus Proration Policy for UH System Students

In 2009, Mānoa's Focus requirements were reviewed by UHM's Council of Academic Advisors (CAA), General Education Committee (GEC), and Faculty Senate. During the review, it was determined that proration of within-UH-System transfer students' Focus requirements was no longer serving its intended purpose, which was to transition students from the old to the new General Education core while articulation policies were being formulated. Articulation policies are now in place and being implemented. Furthermore, the rules of proration were often confusing to students, faculty, and advisors alike.

In Spring 2010, CAA and the Mānoa Faculty Senate proposed a new policy to take effect Fall 2011. The proposal was vetted and approved by UHM's CAA, GEC, the Committee on Academic Policy and Planning, and the Academic Procedures Committee; and by the UH System's Academic Advising and Transfer Network, University Council on Articulation, and Council of Chief Academic Officers.

In brief, the new policy states that all students who enter the UH System in Fall 2011 or later and who graduate with a Bachelor's degree from UHM will fulfill the following Focus requirements as part of their UHM Graduation Requirements:

- one Hawaiian, Asian, and Pacific Issues ('H' or 'HAP') course, any level
- one Contemporary Ethical Issues ('E') course, 300- or 400-level
- one Oral Communication (‘O’) course, 300- or 400-level
- five Writing Intensive ('W' or 'WI') courses, at least two of which are at the 300- or 400-level

Because it is not practically possible to identify, review, and articulate non-UH-System "focus-like" courses in a timely manner, UHM will continue to prorate the Focus requirements of students who enter Mānoa with non-UH System credits.

Details about the new policy will be available through UHM's 2011-2012 Catalog and on UHM's CAA website, http://manoa.hawaii.edu/ovcaa/academics/caa/.

If you have questions, please contact Assistant Vice Chancellor Ronald Cambra at cambra@hawaii.edu or 956-6231. Mahalo.

C: Vice President Linda Johnsrud
   Assistant Vice Chancellor Ronald Cambra