MEMORANDUM

TO: Michael Bruno
Provost

VIA: Laura E. Lyons
Interim Vice Provost for Academic Excellence

FROM: Denise Eby Konan
Dean, College of Social Sciences

SUBJECT: Request to Approve Memorandum of Agreement Between Kapi’olani Community College and the University of Hawai’i at Mānoa for Degree Pathway from the Associate in Arts Degree in Liberal Arts to the Bachelor of Arts in Psychology

SPECIFIC ACTION REQUESTED:

In accordance with UH Executive Policy EP 5.209, we respectfully request that the Provost approve the memorandum of agreement with Kapi’olani Community College.

RECOMMENDED EFFECTIVE DATE:

The effective date is Fall 2022.

ADDITIONAL COST:

There are no additional costs with this request.
PURPOSE:

The purpose of this request and degree pathway is to facilitate a smooth transition for students from the Kapiʻolani Community College (Kapiʻolani CC) Associate in Arts Degree in Liberal Arts (AA Liberal Arts) that transfer to the University of Hawaiʻi at Mānoa (UHM) Bachelor of Arts in Psychology (BA Psychology) from the College of Social Sciences.

BACKGROUND

This degree pathway was developed to increase transfer and career opportunities for students, and to foster collaboration between campuses and growth for degree programs.

The Mānoa Budget Team encouraged the UHM Department of Psychology to develop degree pathways with UH Community Colleges, and this is the first agreement. Beginning in Fall 2020, Dean Napoleon and Dean Konan convened faculty in this area to discuss ways to develop this transfer pathway.

Faculty from the UHM Department of Psychology and Kapiʻolani CC carefully examined curriculum including student learning outcomes, syllabi, and course alignment to the requirements for the BA in Psychology. The faculty approved this degree pathway that allows AA Liberal Arts graduates to transfer to UHM, and also recognizes certain courses taken at Kapiʻolani CC to receive credit at UHM and count towards the BA in Psychology.

While Kapiʻolani CC does have a concentration in Psychology, this degree pathway will create opportunities for students to make a more seamless transition to the major at UHM.

Under this degree pathway, before transferring to UHM, Kapiʻolani CC students may complete the AA Liberal Arts, and up to 6 courses (18 credits) that count towards the major requirements for the BA in Psychology at UHM.

The Mānoa Transfer Coordination Center provided input during the development of this agreement, which also seeks to leverage the services at both campuses for student and transfer advising, along with recruitment and promotion of this innovative pathway.
**ACTION RECOMMENDED:**

In accordance with UH Executive Policy EP 5.209, we respectfully request that the Provost approve the memorandum of agreement with Kapi‘olani Community College.

**APPROVED / DISAPPROVED**

Michael Bruno  
8/9/22

Michael Bruno  
Provost  
Date

Attachment(s)

1. Memorandum of Agreement between Kapi‘olani Community College and the University of Hawai‘i at Mānoa
2. Four-Year Academic Plan for BA in Psychology
3. Transfer Guide – AA Liberal Arts to BA in Psychology

CC:  
Nikki Chun, Vice Provost for Enrollment Management  
April Quinn, Director of Program Development and Review  
Lauren Prepose-Forsen, Mānoa Transfer Coordination Center  
Charlene Baker, Chair, UHM Department of Ethnic Studies
The purpose of this degree pathway is to facilitate a smooth transition for students entering Kapiʻolani Community College (Kapiʻolani CC) to the University of Hawaiʻi at Mānoa (UHM) as they work toward obtaining the Bachelor of Arts in Psychology (BA Psychology) from the College of Social Sciences (CSS). This recommended pathway is designed to promote collaboration and serve student career and educational objectives.

This agreement will facilitate the block transfer of students that complete the Associate in Arts Degree in Liberal Arts (AA Liberal Arts) program to the BA Psychology at UHM. While this academic pathway represents the most efficient coursework progression from the AA Liberal Arts program at Kapiʻolani CC through the BA Psychology at UHM, course substitutions may be made on a case-by-case basis when recommended courses are not available. This is unexpected given that Kapiʻolani CC has a Psychology concentration and all courses in that concentration transfer to UHM. However, all core, concentration, general education, focus, and graduation requirements must still be met in those individual cases.
Memorandum of Agreement – Degree Pathway
Kapiʻolani Community College, University of Hawaiʻi at Mānoa
Bachelor of Arts in Psychology

UHM recognition of courses taken at Kapiʻolani CC for the BA Psychology.

The major requirements for the BA Psychology direct that students complete a minimum of 36 total credit hours with a minimum “C” grade (not “C-”) in all selected Psychology major courses.

This includes:

(a) **Required pre-major courses**: PSY 100: Survey of Psychology (3 credit hours), PSY 212: Survey of Research Methods (3 credits at KCC, 4 credits if taken at UHM); PSY 225: Statistical Techniques (3 credits)
   a. Note, all Pre-Psychology students must attend a Psychology major declaration meeting. Major meetings are offered three times per semester. Kapiʻolani CC students will be able to attend these meetings. If need arises, an additional meeting may be scheduled for Kapiʻolani CC students.

(b) **One course from 4 of 5 Psychology Foundation Areas (12 Credits)**
   - Experimental (PSY X2X courses), e.g., PSY 322, 324, 325
   - Behavioral Neuroscience (PSY X3X courses), e.g., PSY 230, 331, 336
   - Developmental (PSY X4X courses), e.g., PSY 240, 341, 442
   - Social or Personality (PSY X5X / PSY X6X courses), e.g., PSY 250, 260, 352
   - Clinical or Community (PSY X7X / PSY X8X courses), e.g., PSY 270, 280, 371

(c) **One course in the Advanced Topics Series (3 Credits)**
   - These courses are numbered 4X9 (e.g., 429, 439, 449, etc.)

(d) **Psychology Electives (12 Credits)**

Kapiʻolani CC students have the opportunity to complete up to 21 of the required minimum 36 credits required to graduate with the BA Psychology at UHM (a minimum of 15 credits must be taken at UHM) via pre-existing courses offered at Kapiʻolani CC. These existing courses are detailed below:

**UH Mānoa PSY Requirements offered at Kapiʻolani Community College (KapCC):**

<table>
<thead>
<tr>
<th>UHM Course</th>
<th>Course Title</th>
<th>Cr.</th>
<th>KapCC Equivalent</th>
<th>Course Title</th>
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**UH Mānoa PSY Electives offered at KapCC:**

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Memorandum of Agreement – Degree Pathway
Kapiʻolani Community College, University of Hawaiʻi at Mānoa
Bachelor of Arts in Psychology

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<td>PSY 270</td>
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As a result, before transferring to UHM, the Kapiʻolani CC student may complete the AA Liberal Arts, and up to 7 courses (21 credits) that count towards the BA Psychology major requirements at UHM: (a) all pre-major requirement (PSY 100, 212, 225, 9 credits) and (b) additional courses that would count as either Foundation (e.g., PSY 230, 240, 250 or 260, 270) or Elective (e.g., PSY 202).

Note, it is not necessary for Kapiʻolani CC students to complete all eligible courses before transferring. To be eligible to declare the Psychology Major at UHM, students need to complete all pre-major requirements (PSY 100, 212, 225, 9 credits) with a grade of “C” or better in each course, maintain a cumulative GPA of at least 2.5 across all Psychology courses taken, and attend a Psychology major declaration meeting.

Agreement valid for AA Liberal Arts graduates from Kapiʻolani CC.

To be eligible for the benefits of this agreement, students must be continuously enrolled, graduate from Kapiʻolani CC with the AA Liberal Arts, and complete the at least the pre-psychology requirements (PSY 100, 212, 225, 9 credits) with a grade of “C” or better and cumulative GPA of at least 2.5 across all Psychology courses taken. An additional 3 courses (Foundation or Elective) may be taken at Kapiʻolani CC that would transfer towards the BA Psychology Major course requirements at UHM.

Curricular requirements for students following the degree pathway are included as attachments, and serve as the basis for this agreement and for purposes of pinning a four-year degree pathway from the AA Liberal Arts to the BA Psychology.

Participation in the UH Automatic Admissions transfer process is possible for AA Liberal Arts students, provided that the eligibility, deadlines, and procedures established for the designated term of entry are met.

Completing the AA Liberal Arts will assure that UHM General Education Core and Foundations requirements are fulfilled. AA Liberal Arts graduates that transfer to UHM must also fulfill the UHM Special Graduation Requirements, prerequisite and major courses for the BA Psychology, and all other UHM graduation requirements in place on the effective date of this agreement.

Students transferring to UHM that do not graduate with the AA Liberal Arts shall be required to meet all current catalog requirements upon admission to UHM.

Mutual commitments to successfully implement the agreement and provide accurate information to students.

Under this agreement, UHM and CSS further agree to:
Memorandum of Agreement – Degree Pathway
Kapi‘olani Community College, University of Hawai‘i at Mānoa
Bachelor of Arts in Psychology

1. Provisionally accept all AA Liberal Arts graduates from Kapi‘olani CC, provided that students transfer with at least an overall 2.0 GPA, a 2.5 GPA in Psychology courses, and have attended a Psychology Major Declaration meeting. Students would seamlessly transfer from Kapi‘olani CC to UHM within one year of completing their AA Liberal Arts and would not need to reapply to be accepted into the BA Psychology program at UHM.

2. Identify CSS and/or Mānoa Transfer Coordination Center advisors who will partner with Kapi‘olani CC counselors to ensure timely and accurate advising information on pre-transfer, admission, degree requirements, and other related advising information. The CSS and/or UHM advisors will work with their campus STAR personnel to develop an accurate STAR pathway for students pursuing this degree pathway.

3. Provide Major advising for students via the Psychology Advising Office.

4. Inform students that financial aid may be available through their home campus each semester, and that students must follow the financial aid policies and procedures at that home school to be eligible for financial aid.

5. Facilitate meetings with Kapi‘olani CC faculty and administration every two years, or on an as needed basis, to discuss potential curricular changes or revisions to this agreement. CSS shall provide Kapi‘olani CC with reasonable advance notice of any curricular changes or revisions that may impact this agreement and the BA Psychology program.

6. Continue discussions with Kapi‘olani CC to benefit the matriculation and transfer processes for BA Psychology students.

Under this agreement, Kapi‘olani CC further agrees to:

1. Ensure that its AA Liberal Arts students are advised on the above-mentioned UHM and BA Psychology course and graduation requirements, and collaborate with UHM personnel as needed.

2. Place a notation in the advisor notes in STAR, which identifies the Kapi‘olani CC students who are in the process of completing the AA Liberal Arts and intend to transfer to UHM in accordance with this agreement. Pin the Kapi‘olani CC student to the four-year degree pathway for BA Psychology. Recommend students for admission to the Ka‘ie‘ie Degree Pathway Program to ease their transition between campuses and facilitate ongoing planning and support.

3. Identify a counselor at Kapi‘olani CC who will partner with CSS advisors to ensure timely and accurate advising information on pre-transfer, admission, degree requirements, and other relevant advising information.
4. Identify a Kapi‘olani CC faculty member who will serve as the faculty advisor to students who are part of this degree pathway in the AA Liberal Arts program, and consult with UHM admissions personnel regarding students on an as-needed basis.

5. Facilitate meetings with UHM and/or CSS faculty and administration every two years, or on an as-needed basis, to discuss potential curricular changes or revisions to this agreement. Kapi‘olani CC shall provide CSS with reasonable advance notice of any curricular changes or revisions that may impact this agreement and the AA Liberal Arts program.

6. Inform students that financial aid may be available through their home campus each semester, and that students must follow the financial aid policies and procedures at that home school to be eligible for financial aid.

7. Continue discussions with UHM on enrollment processes to benefit the matriculation and transfer processes for AA Liberal Arts students at Kapi‘olani CC.

This agreement is effective beginning Fall 2022, and shall remain in effect for no longer than five years. This agreement will be subject to review by the parties no later than Fall 2025. With the mutual consent of both parties, this agreement may be continued, revised, or discontinued, whether due to curriculum or admission changes, or other reasons.

Subsequent modifications to the curricular requirements of the AA Liberal Arts or the BA Psychology programs may require revisions to this agreement.

Either institution may elect to terminate this agreement by providing at least six-months advance notice, in writing, to the other institution.

If this agreement is discontinued or terminated, CSS agrees to make reasonable efforts to accommodate any affected UHM students. CSS will honor the stipulations herein for students enrolled at UHM at the time that this agreement is discontinued or terminated.
Memorandum of Agreement – Degree Pathway
Kapi‘olani Community College, University of Hawai‘i at Mānoa
Bachelor of Arts in Psychology

APPROVALS

University of Hawai‘i at Mānoa

Michael Bruno
Provost
Digitally signed by Michael Bruno
Date: 2022.09.28
12:39:17 -10'00'

Kapi‘olani Community College

Louise Pagotto
Chancellor
Digitally signed by Louise Pagotto
Date: 2022.09.30
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Laura E. Lyons
Interim Vice Provost for Academic Excellence

Maria Bautista
Interim Vice Chancellor for Academic Affairs

Denise Konan
Dean, College of Social Sciences

Nāwa’a Napoleon
Dean, Arts & Sciences

Charlene Baker
Chair, Department of Psychology

Candy L. Branson
Professor and Chair, Social Sciences

Digitally signed by Den nise Konan
Date: 2022.02.22 12:58:46 -10'00'

Digitally signed by Nāwa’a Napoleon
Date: 2022.02.22 10:37:15 -10'00'

Digitally signed by Charlene Baker
Date: 2022.02.07 15:20:19 -10'00'

Digitally signed by Candy L. Branson
Date: 2022.01.27 16:31:57 -10'00'

Date of Agreement: ________________

Effective Term: Fall 2022
UH Mānoa Major Admissions Requirements for BA, BS in Psychology (PSY):

- Complete PSY 100, PSY 212, PSY 225 or SOCS 225 with ‘C’ or higher
- Attend PSY major meeting by contacting PSY Undergraduate Advising
- GPA of 2.5 or higher in all PSY courses completed, whether at UH Mānoa or elsewhere
- Minimum C grade (not C-) in all PSY major courses

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Psychology (PSY) Degree Program

Psychology (PSY) can be defined as the science of mind and behavior. An understanding of the spectrum of psychological knowledge, methods, and concepts facilitates and enhances productivity in virtually every area of human endeavor. This understanding also promotes interpersonal skills and sensitivities, as well as critical thinking skills. Collectively, these understandings foster a respect for others, which is a core element of the curriculum of the psychology department.

Psychology majors work towards either a BA or BS degree, while many other students complete the minor in psychology. The psychology program covers three broad areas: 1) Clinical Studies (APA accredited); 2) Cognition, Neuroscience, and Social; and 3) Community, Cultural, and Developmental.

MTCC strives to create accurate transfer guides for students; however, requirements may change without notice. Students are responsible for working with an advisor at both their community college and UHM to ensure that their academic plan will meet requirements and timelines.

Updated: DEK 11/11/2021
PSY BA Degree Notes:

- A total of 15 credits (3 classes) of 300+ coursework in PSY is required with at least one course in the Advanced Topics Series
- 300+ level courses must be completed at UH Mānoa
- Major requires one course from 4 of 5 Psychology Foundation Areas (12 Credits): Experimental (PSY X2X), e.g., PSY 322, 324, 325; Behavioral Neuroscience (PSY X3X), e.g., PSY 230, 331, 336; Developmental (PSY X4X), e.g., PSY 240, 341, 442; Social or Personality (PSY X5X / PSY X6X), e.g., PSY 250, 260, 352; Clinical or Community (PSY X7X / PSY X8X), e.g., PSY 270, 280, 371
- Cumulative PSY GPA must be at least 2.0 to graduate
- For full course descriptions, designations, and credit count, see the UHM catalog: http://www.catalog.hawaii.edu/courses/description-index.htm
- Students who are interested in the BS program should contact the Psychology Advising Office (psyadv@hawaii.edu)

KapCC Associates in Arts – Liberal Arts with concentration in PSY (60 cr):

- Completing the KapCC AA degree will assure that UH Mānoa General Education Core and Foundations requirements are fulfilled.
- Completing the KapCC AA degree with a concentration in PSY with a 2.5 GPA in PSY courses and completion of all major pre-requisites will assure admissions to UH Mānoa BA major in Psychology.

PSY Online Hybrid Program:

- PSY Online Hybrid program requires that 9 of 36 Required Psychology credits (3 classes) must be done face-to-face. Completion of an AA degree at any UH Community College will take care of all General Education Requirements.
- For more information visit: https://psychology.manoa.hawaii.edu/hybrid-online-ba/

4 + 1 BA PSY and Master of Education (ME) in Educational Psychology:

- Students may apply for a dual-credit program leading to a Bachelor of Arts in Psychology and a Master’s of Education in Educational Psychology. https://manoa.hawaii.edu/bam/

PSY Honors Track

- The Honors Track in PSY is an exciting program offered in joint agreement with UH Mānoa Honors. For more information, visit https://psychology.manoa.hawaii.edu/honors-track/

PSY Student Organizations

- Psi Sigma is a social club for psychology majors: https://psychology.manoa.hawaii.edu/psi-sigma/
- Psi Chi Honor Society is a National Honor Society in PSY, founded in 1929. For more information on the UH Mānoa chapter, visit https://psychology.manoa.hawaii.edu/psi-chi/

MTCC strives to create accurate transfer guides for students; however, requirements may change without notice. Students are responsible for working with an advisor at both their community college and UHM to ensure that their academic plan will meet requirements and timelines.

Updated: DEK 11/11/2021
University of Hawai‘i at Mānoa Transfer Admission Requirements:

- 24 transferable semester credits or 12 transferable semester credits completed and have at least 12 transferable semester credits in progress
- Cumulative transfer GPA: 2.0 for residents; 2.5 for non-residents
- If you do not have 24 transferable credits, admission will be based on both your college and high school work.

UH Mānoa Admission Deadlines

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<th>Description</th>
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<td>January 5</td>
<td>Fall semester applications due for international applicants and for priority consideration</td>
</tr>
<tr>
<td>March 1</td>
<td>All fall admission applications due</td>
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<tr>
<td>September 1</td>
<td>Spring semester applications due for international applicants and for priority consideration</td>
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<tr>
<td>October 1</td>
<td>All spring admission applications due</td>
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For more information on how to apply to the University of Hawai‘i at Mānoa please visit: [http://manoa.hawaii.edu/admissions/undergrad/](http://manoa.hawaii.edu/admissions/undergrad/)

UH Mānoa College of Social Sciences Aloha Pathways

The College of Social Sciences provides pre-transfer advising and support to UHCCs. [http://www.socialsciences.hawaii.edu/global-college/aloha-pathway/](http://www.socialsciences.hawaii.edu/global-college/aloha-pathway/)

Contact: CSSaloha@hawaii.edu

Ka‘ie‘ie Transfer Pathway Program

Ka‘ie‘ie is a pathway program for students at Kapi‘olani Community College who are planning to transfer to the University of Hawai‘i at Mānoa. [http://uhcc.hawaii.edu/kaieie/](http://uhcc.hawaii.edu/kaieie/)

Contact: Lauren Prepose-Forsen, lprepose@hawaii.edu

Associate in Arts (AA) – Liberal Arts

The AA Degree at Kapi‘olani Community College offers a pathway for students planning to transfer to baccalaureate degree programs. Please contact a KapCC Counselor for more detailed information on the AA degree requirements:

Maida Camba Center: Dawn Chandler, dawnmc@hawaii.edu, or Amy Cook, amycook@hawaii.edu

*MTCC strives to create accurate transfer guides for students; however, requirements may change without notice. Students are responsible for working with an advisor at both their community college and UHM to ensure that their academic plan will meet requirements and timelines.*

Updated: DEK 11/11/2021
### University of Hawai‘i at Mānoa – Four-Year Academic Plan 2021-2022

**Colleges of Arts and Sciences**

**Bachelor of Arts (BA) in Psychology**

This is a sample academic plan. Students should meet with an academic advisor prior to registration to formulate their own plan.

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| Credits | Credits | Credits | Credits |

| Summer | Summer | Summer | Summer |

| Credits | Credits | Credits | Credits |

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**Notes:**

This major has credit restrictions- please see program sheet.

Students must incorporate all focus requirements into this plan. Focus designations (i.e., W, E, O, H) are CRN specific & semester specific.

Minimum 45 upper division (300+ course) credits are required.