TITLE: Consideration of the University of Hawaiʻi at West Oʻahu Letter of Intent to Plan Licensure Pathways and Add a Field in Early Childhood Education

The Hawaii Teacher Standards Board (HTSB) accepts the attached Letter of Intent from the University of Hawaiʻi at West Oʻahu (UHWO) Education Division to plan an Early Childhood Education (ECE) licensure and Add a Teaching Field Pathway.

The UHWO’s plan is to offer the following:

- Bachelor of Education degree (BEd) licensure with a concentration in ECE, Pre- K-3 for pre-service teachers.
- Bachelor of Education degree (BEd) dual licensure with concentrations in ECE and Elementary Education, K-6 + Pre-K-3 for pre-service teachers.
- Add a Field Licensure Pathway in ECE K-3 for in-service teachers.

The HTSB Executive Director or her designee will work with the program to complete a review. Reports for a review must be submitted within two years of acceptance of the Letter of Intent and the review must be conducted within three months of submission of the report to HTSB staff.

UHWO may not advertise these programs as a Hawaii licensure program until such time that Provisional Approval is granted by the HTSB.

Submitted by: Branden Kawazoe

Referred to: Teacher Education Committee
# Letter of Intent to Develop Hawaii State Approved Education Preparation Provider

## 1. CONTACT AND CONTEXT INFORMATION

### EPP name and address

<table>
<thead>
<tr>
<th>Name</th>
<th>University of Hawaii West Oahu Educator Preparation Program: Education Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>91-1991 Farrington Hwy, Kapolei, HI 96707</td>
</tr>
<tr>
<td>URL</td>
<td><a href="https://westoahu.hawaii.edu/academics/degrees/education/">https://westoahu.hawaii.edu/academics/degrees/education/</a></td>
</tr>
</tbody>
</table>

### EPP administrator

<table>
<thead>
<tr>
<th>Name</th>
<th>Dr. Mary Heller</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>Professor &amp; Chair; Director of Teacher Education</td>
</tr>
<tr>
<td>Email address</td>
<td><a href="mailto:mfheller@hawaii.edu">mfheller@hawaii.edu</a></td>
</tr>
<tr>
<td>Telephone number</td>
<td>808-284-3774 (Cell) 808-689-2339 (Work)</td>
</tr>
<tr>
<td>National Accreditation Body and Dates of Accreditation (If applicable)</td>
<td>Council for the Accreditation of Educator Preparation (CAEP) Accreditation at the initial licensure level Spring 2020 - Spring 2027</td>
</tr>
</tbody>
</table>

### SATEP Administrator, if different from EPP Administrator

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Title</td>
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<tr>
<td>Email address</td>
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<tr>
<td>Telephone number</td>
<td></td>
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</tbody>
</table>
Name of new program or field(s) to be included

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>License Field(s)</th>
<th>License Level(s)</th>
<th>Projected Implementation Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Childhood Education</td>
<td>Early Childhood</td>
<td>pre-K-3</td>
<td>8/01/2024</td>
</tr>
<tr>
<td>Ex. Master’s of Education</td>
<td>STEM</td>
<td>6-12, 6-8</td>
<td>7/1/2018</td>
</tr>
</tbody>
</table>

2. PROGRAM ORGANIZATION AND JUSTIFICATION

If this is a new program, attach an organizational chart of your institution/agency and, if applicable, college/school/department showing the placement of this program.

Justification for implementing the program. Summarize the current market for this program’s completer employment outlook and any other contexts that shape the program.

3. SIGNATURES

<table>
<thead>
<tr>
<th>Administrators</th>
<th>Enter Title and Typed Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPP Head</td>
<td>Dr. Mary Heller</td>
<td>Mary Heller</td>
<td>3-6-2023</td>
</tr>
<tr>
<td>Program Head</td>
<td>Dr. Mary Heller</td>
<td>Mary Heller</td>
<td>3-6-2023</td>
</tr>
<tr>
<td>Program Contact</td>
<td>Dr. Mary Heller</td>
<td>Mary Heller</td>
<td>3-6-2023</td>
</tr>
</tbody>
</table>
The University of Hawai‘i West O‘ahu Education Division plans to develop an Early Childhood Education (ECE) Program, with Pre-K-3 Initial Licensure Pathways for preservice teacher candidates. Preservice teacher candidate single and dual initial licensure pathways are as follows: 1) Bachelor of Education degree (BEd) with Concentration in Early Childhood Education, Pre-K-3 license only; 2) Bachelor of Education degree (BEd) with Concentration in Elementary Education, K-6 + Pre-K-3 dual licensure.

Inservice teachers will have access to the Pre-K-3 add-a-field licensure pathway.

UH West O‘ahu’s proposed ECE program will be housed in the Education Division and linked to its CAEP Nationally Accredited K-6 Elementary Education curriculum. Program delivery will be a combination of online, hybrid, and in-person coursework, including field-based experiences in the preschool setting.

At the UH System and UHWO Institutional level, single and dual licensure and add-a-field licensure pathways are subject to the approval of the Education Division Chair, with full support of Division faculty, Chancellor Maenette Benham, and Vice-Chancellor for Academic Affairs, Dr. Jeffrey Moniz. Upon Hawai‘i Teacher Standards Board approval of our Intent to Plan the ECE Pathways Program, we will submit all documents within 2 years, as required in Option 1 of the Provider Approval Options.
There is a critical and immediate need for licensed Early Childhood teachers across the State of Hawai‘i. The Hawai‘i State Legislature has proposed a plan to make preschool available to all 3 and 4 year olds by 2032. The plan includes preparing 80 classrooms ready for use in 2024: 50 existing public elementary schools and 30 in publically funded charter schools will be renovated. Clearly, program completer job opportunities in Early Childhood Education will be substantial. We look forward to addressing this critical State-wide need.

Mahalo HTSB for your support of UHWO’s Educator Preparation Programs.
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS

Vice Chancellor, #89449
Associate Vice Chancellor, #89494
Faculty Specialist Position, #88834
Secretary III, SR-16, #50001
Academic Support, PBB, #77584
Education Assoc, PBB, #81024
Academic Support, PBB #79846
Program Spec, PBB, #81693
Administrative Off, PBB, #81299
Admin & Fiscal Supp, PBA, #77363
Operations Coordinator PBB, #80647
Admin & Fiscal Supp, PBA, #79791 (.50)
Admin & Fiscal Supp, PBA, #81808T** (.50)
Office Assistant IV, SR-10, #900625

1/ Associate Vice Chancellor, #89494 in OVCAA also services as Director of Academic Support

**Budgeted temporary position .50 FTE, Special Funds .50 FTE

STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I-WEST O'AHU
OFFICE OF THE VICE CHANCELLOR FOR
ACADEMIC AFFAIRS

POSITION ORGANIZATION CHART
CHART IV

General Funds 12.50
**BT General Funds .50
**STATE OF HAWAI'I**
**UNIVERSITY OF HAWAI'I**
**UNIVERSITY OF HAWAI'I -WEST O'AHU**
**OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS**

**INSTRUCTION**

*Vice Chancellor, #89449

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**BUSINESS ADMINISTRATION**

Division Chair (appointed from Instructional Faculty)
Instructional Faculty
#76269, #76271, #76273, #76294, #76302, #76325, #76330, #76331, #76332, #76333, #76334, #76335, #76363, #82650, #82999, #83007, #84246, #85439, #87445,#88829
+Educational Spec, PBB, #77483

**EDUCATION**

Division Chair (appointed from Instructional Faculty)
Instructional Faculty
#76255, #76257, #76258, #76259, #76260, #76272, #76293, #76339, #76340
Specialist Faculty Position, #76261
+ Educational Spec, PBB, #77023

**HUMANITIES**

Division Chair (appointed from Instructional Faculty)
Instructional Faculty
#76264, #76268, #76274, #76292, #76313, #76314, #76315, #76316, #76319, #82230, #84165, #85438, #86688, #88824, #88831, #88832

**MATHEMATICS, NATURAL AND HEALTH SCIENCES**

Division Chair (appointed from Instructional Faculty)
Instructional Faculty
#76254, #76256, #76265, #76266, #76267, #76290, #76291, #76306, #76317, #76329, #76379, #76381, #76382, #76383, #88833, + Lab Manager, PBB

**PUBLIC ADMINISTRATION**

Division Chair (appointed from Instructional Faculty)
Instructional Faculty
#76295, #76324, #76326, #76328, #76353, #83962, #88827, #76251T

**SOCIAL SCIENCES**

Division Chair (appointed from Instructional Faculty)
Instructional Faculty
#76253, #76275, #76305, #76320, #76322, #76323, #76352, #76360, #76362, #76366, #82656, #83496, #83758, #84676, #88825, #88826, #88828, #88830, #88838, #88840, #88841

**ACADEMY FOR CREATIVE MEDIA-WESTO'AHU**

Director (appointed from Faculty)
Instructional Faculty
#76308, #76310
Specialist Faculty Position, #76304
+ Lab Manager, PBA, #80615

*Position count not included on this page

+ Reports to Division Chair, Director, or assigned Department Coordinator
STATE OF HAWAI'I
UNIVERSITY OF HAWAI'I
UNIVERSITY OF HAWAI'I - WEST O'AHU
OFFICE OF THE VICE CHANCELLOR FOR
ACADEMIC AFFAIRS
ACADEMIC SUPPORT

POSITION ORGANIZATION CHART
CHART IV-8

General Funds 9.00

*Position count not included on this page

1/ #76296 filled with temporary librarian, Interim Head Librarian appointed from librarian faculty position
OFFICE OF THE CHANCELLOR FOR ACADEMIC AFFAIRS

*Vice Chancellor, #89449

CENTER FOR LABOR EDUCATION AND RESEARCH

Specialist Faculty Position and Director, #85401
Secretary II, SR-14, #14847
Specialist Faculty Position #85174, #85180, #85402

*Position count not included on this page
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS

*Vice Chancellor
#89449

'ULU'ULU
GIUGNI ARCHIVES

Educational Spec, PBB, #77377
Educational Spec, PBB, #77651
Educational Spec, PBB, #77678
Media Spec, PBB, #77600
Educational Spec, PBB, #77644

*Position count not included on this page