

University of Hawai‘i

Academic Program Actions Report, 2017-2018

Introduction

As required by Regents Policy 5.201, each year the University provides the Board of Regents with a summary of program actions completed the prior academic year. This report includes information on all stages of program development from the beginning stages through program review and potentially termination. As a system, UH monitors program innovation and quality to ensure that we meet state workforce needs, the needs of our students, and keep pace with technological, economic, and cultural shifts.

The campuses in the University of Hawai‘i System are the dominant degree granting entities within the State of Hawai‘i. As such, we offer a wide range of programs across our ten campuses, the master list is updated each year and can be found on our Institutional Research Office website (<http://www.Hawai‘i.edu/iro/maps/Cuuhf17.pdf>).

Campus	Programs Offered
University of Hawai‘i at Mānoa	136 (BA, MA, & Ph.D.)
University of Hawai‘i, West Oahu	6 (BA)
University of Hawai‘i, Hilo	47 (BA, MA& Ph.D.)
Hawai‘i Community College	27 (AA, AS, AAS, CA)
Honolulu Community College	26 (AA, AS, AAS, CA)
Kapi‘olani Community College	25 (AA, AS, AAS, CA, ATS, APC)
Kauai Community College	22 (AA, AS, AAS, CA, ATS)
Leeward Community College	16 (AA, AS, AAS, CA, APC)
University of Hawai‘i, Maui College	24 (BAS, AAS, AA, AS, CA)
Windward Community College	5 (AA, AS, CA)
Total:	334

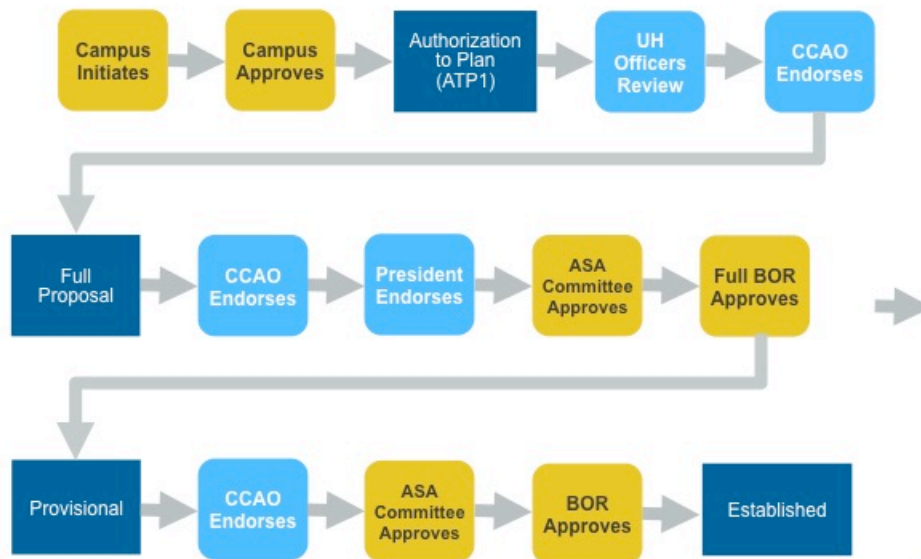
Figure 1: Snapshot of Programs offered across the UH System

This report covers new programs created, provisional programs and their transition to established status, program termination and stop-outs, program review, and programs with a small number of graduates.

New Programs, Degrees, Certificates, Minors, Concentrations and new Authorizations to Plan New Programs

The program cycle from the initial authorization to plan through the creation of an established program is outlined in Figure 2.

Current Program Proposal Process



OVPAPP 5/2018 UPDATED 2/19

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Figure 2: Program Proposal Process

During the Authorization to Plan phase, but prior to approval as a provisional program, each new program must provide an analysis of how it meets state needs and fits within the Integrated Academic and Facilities Plan (IAFP) for the campus. While new programing is generally a bottom up effort on the part of content experts, how the program fits within the larger strategic direction of the campus must be clear before approval to plan is provided. Chancellors may approve new certificates, minors, and concentrations on their campuses, but Degrees and some Certificates of Achievement must be approved by the Board of Regents.

The only new program approved during 2017-18 was the Master of Landscape Architecture at UH Mānoa, designed to fill the dearth identified in the field for professionals in Hawai‘i.

As the number of certificates and concentrations suggest, campuses are focusing on flexible avenues to meet the needs of the workforce and address the interests of students in credentials beyond the major. Such an approach provides the future possibility of stackable credentials that can create new ways of building out flexible and adaptable majors. These new minors, certificates and concentrations include a Graduate Certificate in Ethnomathematics at UH Mānoa, designed to integrate the study of math with indigenous knowledge; a certificate in Data Science at UH Hilo, to tap into the fast emerging field of big data; a new concentration in Community Health at UH West O‘ahu to help provide students with avenues towards applying their public administration BA in

fields attuned with community needs. Additional details of new programs can be found in Appendix A:I. In Academic Year 2017-2018, the following program actions were approved:

New Programs Approved by the BOR	1
New Authorization to Plan	6
New Certificates, Minors, and Concentrations	14

Figure 3: Approved Program Actions

Provisional Program and Certificate Actions

We are treating provisional program actions in two groups. First, we will discuss provisional programs moving to established status. Second, we will discuss provisional program terminations and stop-outs. Additional details about each of these categories can be found in Appendix A.

Approval by the Board of Regents authorizes provisional offerings of degree programs. Provisional program status is granted to a program that allows it the time needed to build a constituent base by advertising and recruiting students, as well as implement any new courses and the proposed curriculum plan. The program actions report tracks the transition of provisional programs to established status and ensures we are moving programs through the process efficiently, while giving programs the necessary time to be successful. A backlog of provisional programs transitioning to established status has led the OVPAPP to monitor the process closely. Throughout the next year we will continue to work through this backlog as campuses continue to bring forward programs for approval to established status.

Formal permission from the President is required to receive an extension beyond the initial provisional term. There must be a clear justification for such an extension. In Academic Year 2016-2017, there were nine programs moved from provisional to established status and two programs granted an extension. In 2017-2018, six programs transitioned from provisional to established status and the President approved six extensions.

- A. Provisional Programs Granted Established Status by the Board of Regents:
1. Doctor of Philosophy in Public Health, UH Mānoa, BOR approved, 10/19/17
 2. Doctor of Nursing Practice, UH Mānoa, BOR approved, 5/18/18
 3. Doctor of Nursing Practice, UH Hilo, BOR approved, 5/18/18
 4. CA in Medical Assisting, Kaua‘i CC, BOR approved, 5/18/18
 5. AS in Health Information Technology, Leeward CC, BOR approved 5/18/18
 6. BAS in Engineering Technology, UH Maui College, BOR approved 5/18/18
- B. Extension of Provisional Programs Status approved by the President:
1. BA in Pacific Island Studies, UH Mānoa, President approved, 5/10/18
 2. BS in Molecular Cell Biology, UH Mānoa, President approved, 5/10/18
 3. BA in Pharmacy Studies, UH Hilo, President approved, 6/28/18
 4. PhD in Pharmaceutical Science, UH Hilo, President approved, 5/10/18
 5. MA in Heritage Management, UH Hilo, President approved, 9/17/2018
 6. APC in Culinary Management, Kapi‘olani CC, President approved, 1/6/17

Figure 4: Provisional Programs

Most significant during this past academic year was the transition of the Doctor of Nursing Practice at both Mānoa and Hilo to established status. These programs serve multiple state needs for both rural and urban practitioners and are an example of collaborative programming across several UH campuses. The details of programs moving from provisional to established, as well as the programs currently in provisional status and their anticipated conversion dates, can be found in Appendix A:2.

Program Terminations and Stop-Out of Admissions

No degree program approved by the Board was terminated in 2017-2018, but two did have their names changed. However, eight certificate or concentration programs were terminated.

A program may be stopped out so that faculty can reconfigure the curriculum with the intent of bringing a newly designed curriculum back online. Programs may be stopped out and terminated if the student demand is so low that resources are needed elsewhere. In 2017-18, there were two admissions stop-outs. The details can be found in Appendix A:III.

Program Review

This section of the report provides a summary of the comprehensive reviews completed during the 2017-2018 academic year of established programs at the UH Mānoa, UH Hilo, UH West O‘ahu, and UH Community Colleges in fulfillment of BOR policy. Reviews

conducted in other areas, such as student services, research, etc., are handled separately. The general process, with variations by campus, is outlined in Figure 3.

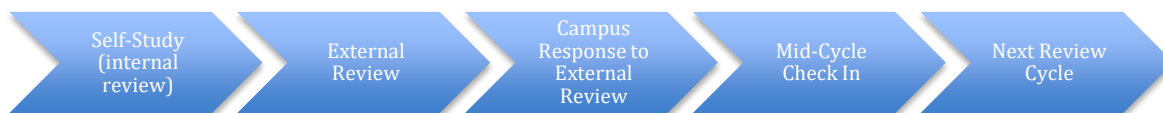


Figure 5 General Program Review Cycle

Once established, all academic programs must undergo periodic program review. The overall purpose of program review is to assess the extent to which academic programs are meeting their stated objectives and whether these objectives are still appropriate to the campus and University missions. The review process differs campus to campus but generally follows a similar trajectory. For the four-year campuses, a review must be completed at least every seven years, but it is common practice to engage in a five-year review cycle. This process brings in external reviewers, then based upon their report the program and campus administration engage in a dialogue about how best to implement recommendations emerging from the review. Finally, the review process includes periodic check-ins between each five-year review, followed by the next external review.

Community Colleges engage in an Annual Report of Program Data (ARPD) process. Every five years, the ARPD process builds to a 5-year program review that allows each campus to evaluate larger trends and challenges. Each unit of the University has developed its own program review procedures appropriate to its programs and organization. All campuses engage in program review and use the results to inform program changes, identify emerging issues within disciplinary areas, and to develop new certificates or concentrations. Appendix B includes information related to program reviews and brief executive summaries.

Programs with Small Numbers of Graduates

EP 5.229 calls for the University to report annually on the programs with a small number of graduates. In 2017-2018, we can report positive enrollment gains in some programs in this category in 2016-17, although they remain on the list. For Mānoa, these programs include the BA in Physics, the MA in Travel Industry Management, and the Ph.D. in Physics. For both Hawai‘i Community College and Leeward Community College, Hawaiian Studies has seen positive graduation gains. Accounting and Construction Technology has also seen positive gains at Hawai‘i Community College and Maui College.

It is important to highlight that many programs on the list of programs with small numbers of graduates serve important state needs. Many of these programs contribute to state efforts to graduate more students in STEM-related fields and thus remain essential to providing quality access to education for Hawai‘i citizens even though the degree

program graduation numbers are small. Some programs with small numbers of graduates deliver courses important for general education and thus serve the campus in ways beyond graduating majors.

UH System is working to integrate the report regarding small numbers of graduates into the larger academic master planning process. This year, each campus was asked to recommend actions regarding these programs based upon four possible justifications using the template in Figure 5. Responses are collected and included in Appendix C.

Small Program	Review	Actions Taken	Recommendation
(Example Program) Mānoa: Molecular Biosciences & Biotech	The program provides 45% of the upper division courses in the Biology program and addresses employment demand in biotechnology. Since 2013, the program has doubled majors and tripled the degrees awarded.	With the redesigned website, Facebook presence, and increased outreach to advisors, high school counselors, and the Biology program, we anticipate further enrollment increases.	Options (choose one): 1. Continuation of program 2. Require program to grow to meet criteria by next review, 3. Merge with another program, 4. Stop-out or terminate

Figure 5: Programs with Small Number of Graduate Template

In the future, we will align the report on programs with small numbers of graduates with the program review cycle for each campus. The full details, program review, and analysis can be found in Appendix C. Figure 6 summarizes the recommendations campuses made regarding their programs that fit these criteria.

Recommendation	Campus	Number
1. Continuation of program	Mānoa	38
	Hilo	15
	Hawai'i Community College	22
	Honolulu Community College	8
	Kapi'olani Community College	7
	Kauai Community College	9
	Leeward Community College	4
	Maui College	6
2. Require to grow	Honolulu Community College	1
3. Merge with another program	Kauai Community College	2
	Leeward Community College	1
4. Stop-out or terminate	Kauai Community College	1
	Maui	1 (plus one TBD)

Figure 6: Recommendation for Programs with a Small Number of Graduates

Future Directions for the Academic Program Actions Report

The components of the Academic Program Actions Report will be incorporated next year into the Academic Mater Plan for the UH System, currently under development. This plan will report the established and provisional programs for each unit (3, 4-year campuses plus the UHCC system) and indicate changes made or projected over a 6-year period. The plan will also describe facilities and resource needs over the six years of the plan. It will contain a statement of the unit mission, its academic values and priorities and academic goals for the period, in a manner similar to what is currently presented in the 6-Year Facilities Plan. Both plans will be updated annually. Integrated together and with the annual operating budget and the unit enrollment plans, they will constitute a comprehensive extension of the Integrated Academic and Facilities Plan and will articulate the direction the University is taking over multiple years.

UNIVERSITY OF HAWAI‘I
ACADEMIC PROGRAM ACTIONS REPORT, 2017-2018
Appendix A

I. New Program and Certificate Actions

A. New Academic Programs Approved by the Board of Regents:

1. Master of Landscape Architecture, UH Mānoa, BOR approved 10/19/17

B. New Authorization to Plan:

1. UCert in Earth and Planetary Exploration Technology, UH Mānoa, Chancellor approved, Chancellor approved, 12/5/17
2. UCert in Geospatial Information Science, UH Mānoa, Chancellor approved, 4/18/18
3. BA in Public Policy, UH Mānoa, Chancellor approved, 3/8/18
4. BS in Construction Engineering, UH Mānoa, Chancellor approved, 12/6/17
5. AS in Entrepreneurship, Kapi‘olani CC, Chancellor approved, 1/22/18
6. AAS in Building Construction Technologies, Trades Technology Division, Kaua‘i CC, Chancellor approved 3/22/18

C. New Certificates, Minors, Concentrations Approved by Campus Administration

1. Advanced Professional Certificate in Expanded Function Dental Hygiene in Pediatrics, UH Mānoa, Chancellor approved, 3/6/18
2. GCert in Ethnomathematics, UH Mānoa, Chancellor approved, 12/1/17
3. Minor in Performing Arts, College of Arts and Sciences, Performing Arts, UH Hilo, Chancellor approved, 1/23/18
4. Subject Certificate in Data Science, College of Natural and Health Science, Computer Science, UH Hilo, Chancellor approved, 12/9/17
5. Subject Certificate in Hawaiian & Indigenous Language Medium Early Education, Ka Haka ‘Ula O Ke‘elikolani, Hawaiian Studies, UH Hilo, Chancellor approved, 1/23/18
6. Subject Certificate in Public Policy, College of Arts and Sciences, Political Science, UH Hilo, Chancellor approved, 1/23/18
7. Concentration in Mathematics, BA in Humanities, UH West O‘ahu, Chancellor approved, 2/2/18
8. Concentration in Community Health, BA in Public Administration, UH West O‘ahu, Chancellor approved, 2/2/18
9. Subject Certificate in Music, BA in Humanities, UH West O‘ahu, Chancellor approved, 2/2/18
10. Concentration in Programming, CO in Electronics Technology, Kaua‘i CC, Chancellor approved 2/5/18
11. ASC in Mathematics, Liberal Arts, Kaua‘i CC, Chancellor approved 3/1/18
12. CA in Accounting with Tracks in Accounting Assistant, Payroll Preparer, Small Business Accounting, and Tax Preparer, Kaua‘i CC, Chancellor approved 1/26/18
13. CO in Aquaponics Technician, Math & Science Division, Leeward CC, Chancellor approved 4/9/18

14. CO in Special Education II, Teacher Education, Leeward CC, Chancellor approved 2/9/18

II. Provisional Programs and Certificate Actions

A. Provisional Programs Granted Established Status by the Board of Regents:

1. Doctor of Philosophy in Public Health, UH Mānoa, BOR approved, 10/19/17
2. Doctor of Nursing Practice, UH Mānoa, BOR approved, 5/18/18
3. Doctor of Nursing Practice, UH Hilo, BOR approved, 5/18/18
4. CA in Medical Assisting, Kaua‘i CC, BOR approved, 5/18/18
5. AS in Health Information Technology, Leeward CC, BOR approved 5/18/18
6. BAS in Engineering Technology, UH Maui College, BOS approved 5/18/18

B. Extension of Provisional Programs Status approved by the President:

1. BA in Pacific Island Studies, UH Mānoa, President approved 5/10/18
2. BS in Molecular Cell Biology, UH Mānoa, President approved, 5/10/18
3. BA in Pharmacy Studies, UH Hilo, President approved, 6/28/18
4. PhD in Pharmaceutical Science, UH Hilo, President approved, 5/10/18
5. MA in Heritage Management, UH Hilo, President approved, 9/17/2018
6. APC in Culinary Management, Kapi‘olani CC, President approved, 1/6/17

C. Stop-out of Provisional Programs by Campus Administration:

1. Master of Geosciences for Professionals, UH Mānoa, Chancellor approved 5/3/18

D. Removal of Stop-out and Restoration of Programs as Provisional by Campus Administration:

1. UCert in Aging, UH Mānoa, Chancellor approved, 4/11/18

E. Termination of Provisional Programs by the President: None

F. Ongoing Provisional Programs for each Campus:

UH Mānoa

College or School	Credential and Program	Provisional Until / Comments
Architecture	BEnvD, Bachelor of Environmental Design	Provisional until 2019.
	Master of Landscape Architecture	Provisional until 2020.
Education	PhD, Learning Design & Technology	Provisional until 2020.

Engineering	BS, Computer Engineering	Provisional until 2016. Targeted to BOR in 2019.
Human Nutrition, Food and Animal Sciences	PhD, Nutrition	Provisional until 2019. Three-year extension until 2022 approved January 17, 2019.
Law	SJD, Doctor of Juridical Science	Provisional until 2021.
Natural Sciences	BA, Astronomy BS, Astrophysics	Provisional until 2019 Provisional until 2019
	BA, Biochemistry	Provisional until 2016. Awaiting CCAO review, est. BOR review targeted in 2019.
	BS, Biochemistry	Provisional until 2016. Awaiting CCAO review, est. BOR review targeted in 2019.
	BS, Ethnobotany	Provisional until 2009. Admission stopped out 2/4/15; Planned termination January 2019.
	BS, Molecular Cell Biology	Provisional until 2019. Extension approved 5/10/18
	MS, Marine Biology	Provisional until 2017. Undergoing program review February 2019. Extension approved 9/4/18.
Natural Sciences/ Ocean & Earth Science & Technology	PhD, Marine Biology	Provisional until 2017. Undergoing program review February 2019. Extension approved 9/4/18.
Pacific & Asian Studies	BA, Pacific Islands Studies	Provisional until 2019. Extension approved 5/10/18

Social Work /Office of Public Health Studies	BA, Public Health UCert, Aging	Provisional until 2019. Removal of stop-out approved 4/11/18; effective Fall 2018. Provisional until 2020.
Tropical Agriculture & Human Resources	BS, Dietetics	Provisional until 2023.
	Master of Environmental Management	Provisional until 2020.

UH Hilo

College or School	Credential and Program	Provisional Until / Comments
College of Arts & Sciences	BA, Gender & Women's Studies	Provisional until Fall 2019.
	MA, Heritage Management	Provisional until Fall 2017. Extension approved to Fall 2019.
College of Pharmacy	BA, Pharmacy Studies	Provisional until Fall 2016. Extension Approved until 2019.
	MS, Clinical Pharmacology	Currently provisional until Fall 2014; in stop out until Fall 2019 (Fall 2017-Fall 2019).
	PhD, Pharmaceutical Sciences	Provisional until Fall 2017. Extension approved to Fall 2019.

UH West O'ahu

College or School	Credential and Program	Provisional Until / Comments
Education	BEd Middle Level/Secondary	Provisional until Spring 2020
Humanities	BA, Creative Media	Board approval to be sought Spring 2019. If approved, provisional until 2024
Natural Sciences	BA, Natural Sciences (Concentration in Applied Mathematics)	Board approval to be sought Spring 2019. If approved, provisional until 2024

Hawai'i CC

College or School	Credential and Program	Provisional Until / Comments
Natural Science	AS, Natural Sciences	Provisional until Spring 2017. Targeted to BOR Spring 2019.

Honolulu CC

College or School	Credential and Program	Provisional Until / Comments
Natural Science	AS, Natural Sciences	Provisional until Spring 2017. Targeted to BOR Spring 2019.

Kapi'olani CC

College or School	Credential and Program	Provisional Until / Comments
Food Services	APC, Culinary Management	Provisional until Spring 2016. Extension until Spring 2019.
Hospitality, Business and Legal Education	APC, Hospitality Operations Management	Provisional until Spring 2018. Extension until Spring 2019.

Kaua'i CC

College or School	Credential and Program	Provisional Until / Comments
Creative Media	AS, Creative Media	Provisional until Fall 2018. Target BOR approval Spring 2019.
Natural Science	AS, Natural Sciences	Provisional until Spring 2017. Target BOR approval Spring 2019.
Plant Biology and Tropical Agriculture	AS, Plant Biology and Tropical Agriculture	Provisional until Spring 2018. Stopped out until July 1, 2020.
Sustainability Science	CA, Sustainability Science	Provisional until Fall 2018. Stopped out until July 1, 2020.

Leeward CC

College or School	Credential and Program	Provisional Until / Comments
Education	APC, Special Education PK-12	Provisional until Fall 2019
Integrated Industrial Technology	AS, Integrated Industrial Technology	Provisional until Fall 2021
Plant Biology and Tropical Agriculture	AS, Plant Biology and Tropical Agriculture	Provisional until Spring 2018. Extension until Fall 2019.

UH Maui College

College or School	Credential and Program	Provisional Until / Comments
Creative Media	AS, Creative Media	Provisional until Fall 2018
Natural Sciences	AS, Natural Science	Provisional until Spring 2017. Target BOR approval Spring 2019.

Windward CC

College or School	Credential and Program	Provisional Until / Comments
Natural Sciences	AS, Natural Science	Provisional until Spring 2017. Target BOR approval Spring 2019.

III. Established Programs and Certificate Actions

A. Changes to Established Programs Approved by the Board of Regents:

1. Terminations: None
2. Name Changes: None
3. Degree Changes:
 - a. BA in Chemistry changed to BS in Chemistry, UH Hilo, BOR approved 5/18/18.
 - b. AA in Teaching changed to AS in Teaching, Leeward CC, BOR approved 5/18/18.

B. Changes to Established Programs Approved by President:

1. Terminations: None
2. Name Changes: None
3. Degree Changes: None

C. Changes to Established Programs (Concentrations, Minors, Certificates) by Campus Administration:

1. Terminations:
 - a. Environmental Sciences Concentration in Natural Sciences, UH Hilo, Chancellor approved 11/27/17.
 - b. Physical Sciences Concentration in Natural Sciences, UH Hilo, Chancellor approved 11/27/17.
 - c. CO in Accounting with Tracks in Accounting Assistant, Kaua'i CC, Chancellor approved 1/26/18
 - d. CO in Payroll Preparer, Small Business Accounting, and Tax Preparer, Kaua'i CC, Chancellor approved 3/1/18.
 - e. CO in Massage Therapy, Kaua'i CC, Chancellor approved 3/1/18
 - f. CO in Medical Office Receptionist, Business Technology, Kaua'i CC, Chancellor approved 3/1/18.
 - g. CO Mobile Developer in Information and Computer Science, Leeward CC, Chancellor approved 2/9/18.
 - h. CO in Management, Sales and Marketing, Leeward CC, Chancellor approved 2/9/18.
2. Stop-out of Admission in Established Programs:
 - a. Concentration in Environmental Science, BA in Natural Science, UH Hilo, Chancellor approved 11/27/17 (with intent to terminate, Fall 2023).
 - b. Concentration in Physical Science, BA in Natural Science, UH Hilo, Chancellor approved 11/27/17 (with intent to terminate, Fall 2023).
3. Removal of Stop-out of Admission to Established Programs: None
4. Name Changes:
 - a. CO in Computer Support (Name Changed from CO in Computer Support Specialist), Kaua'i CC, Chancellor approved 2/5/18.
 - b. CO in Network Security (Name Changed from CO in Network Security Specialist), Kaua'i CC, Chancellor approved 2/5/18.
 - c. CO in Management, Hospitality and Tourism (Name Changed from CO in Management, Travel Industry), Leeward CC, Chancellor approved 2/9/18.

**UNIVERSITY OF HAWAI‘I
ACADEMIC PROGRAM ACTIONS REPORT, 2017-2018
Appendix B**

Review of Established Programs (2017-2018)

UH Mānoa (2017-2018)

Program and Credential	Status / Action
Social Work (BA, MSW)	Completed
Interdisciplinary Studies (BA)	Completed
Architecture (DArch)	Completed

Mānoa Program Review Executive Summaries:

Social Work:

Social Work was successfully accredited by the Council on Social Work Education (CSWE) for both the BSW and MSW. They received reaffirmation in 2017-18 and the next accreditation visit will be in 2026. The reports can be made available upon request.

Integrated Studies:

In 2017-2018 Mānoa reviewed the Integrative Studies program, housed under the Assistant Vice Chancellor for Academic Affairs. The link to the full report which contains the IS review is here (on page 13) is here: https://manoa.hawaii.edu/ovcaa/program_review/pdf/2018/external_reviewers_report_ou_e.pdf. The review noted the increasing relevance of IS as a degree and strongly recommended that the program be moved into an academic unit (it currently resides under the Office of Undergraduate Education).

Architecture:

Architecture received successful accreditation by the National Architectural Accrediting Board (NAAB) for the DArch degree. The next accreditation visit will be in 2026. The team found the Doctor of Architecture program to be healthy and vibrant with a dedicated faculty and a strong culture of learning. They recommended re-establishing the associate dean position that was eliminated for budgetary reasons. The full report can be made available upon request.

UH Hilo (2017-2018)

Program and Credential	Status / Action
Japanese Studies (BA)	In Progress
Geography and Environmental Studies (BA)	In Progress
Biology (BA/BS)	In Progress
TCBES (MS)	In Progress

UH Hilo Program Review Executive Summaries: Due to personnel changes within the OVCAA in 2017, program reviews scheduled for the 2017-2018 academic year are still in progress.

UH West O‘ahu (2017-2018)

Program and Credential	Status / Action
Humanities	In Progress
Social Science	In Progress

UH West O‘ahu Program Review Executive Summary: The program review process for West O‘ahu can be found here: <https://westoahu.hawaii.edu/programreview/>. Both reviews for Humanities and Social Science are in progress. The Humanities program has completed its self-study and external review, but the review has not gone through the institutional review process yet. The Social Sciences program has completed its self-study but is awaiting the external review report.

Hawai‘i Community College (2017-18)

Program and Credential	Status / Action
Accounting (CA/AS)	Completed
Administration of Justice (AS)	Completed

Auto Body Repair & Painting (CA/AAS)	Completed
Carpentry (CA/AAS)	Completed
Early Childhood Education (CA/AS)	Completed
Tropical Forest Ecosystem & Agroforestry (CA/AS)	Completed

Hawai'i Community College Program Review Executive Summaries:

Accounting:

Using the metrics established by the HCC review process, the Accounting Program's overall health rating was listed as cautionary but has seen improvement over the review period in terms of number of majors, class size, improvement in the number of small courses, and successful student completion rates. The full review can be found here:

<http://hawaii.hawaii.edu/files/program-unit-review/docs/2015-17%20ACC%20CPR.pdf>

Administration of Justice:

Using the metrics established by the UCC review process, the Administration of Justice Program is listed as cautionary across areas of demand, efficiency, and effectiveness. The program has developed learning outcomes and is working on a plan to improve its program health scores. The full review can be found here:

<http://hawaii.hawaii.edu/files/program-unit-review/docs/AJ%202015-2017%20CPR%20final.pdf>

Auto Body Repair & Painting:

Using the metrics established by the UCC review process, the Auto Body Repair and Maintenance program was given a cautionary rating. During the period under review the faculty revamped the entire program and are focusing on increasing enrollment. The full review can be found here:

http://hawaii.hawaii.edu/files/program-unit-review/docs/2017_abrp_comprehensive_program_review.pdf

Carpentry:

Using the metrics established by the UCC review process, the Carpentry program was given a healthy rating. It was particularly successful at enrolling higher numbers of Native Hawaiian students and in integrating sustainable practices into the practice and

teaching of carpentry. The full review can be found here:

<http://hawaii.hawaii.edu/files/program-unit-review/docs/2017%20CARP%20CPR%20Final.%20approved%20to%20post%202018-07-24.pdf>

Early Childhood Education

Using the metrics established by the UCC review process, the Early Childhood Education program was rated as cautionary in demand and effectiveness but health in efficiency.

Overall, the program has dealt with rebuilding in the wake of retirements. The program is seeing a trend towards increasing student numbers. The full review can be found here:

http://hawaii.hawaii.edu/files/program-unit-review/docs/2017_eced_comprehensive_program_review.pdf

Tropical Forest Ecosystem & Agroforestry:

Using the metrics established by the UCC review process, the Tropical Forest Ecosystem & Agroforestry program is rated as cautionary in part because of the small enrollment.

However, as the forestry sector grows it is anticipated to have an impact on enrollments.

The full review can be found here: <http://hawaii.hawaii.edu/files/program-unit-review/docs/2015-17%20TEAM%20CPR%20final%20to%20post.pdf>

Honolulu Community College (2017-2018)

Program and Credential	Status / Action
Architectural, Engineering and CAD Technologies (CA/AS)	Completed
Carpentry Technology (CA/AS)	Completed
Computing, Electronics and Networking Technology (CA/AS)	Completed
Hawaiian Studies (AA)	Completed
Liberal Arts (AA)	Completed
Applied Trades (AAS)	Completed

Honolulu Community College Executive Summaries: Five-year program reviews for HCC can be found here: <https://programs.honolulu.hawaii.edu/intranet/node/2465>.

Kapi‘olani Community College (2017-2018)

Program and Credential	Status / Action
None	Next Program Review Cycle begins 2019

Kaua‘i Community College (2017-2018)

Program and Credential	Status / Action
Carpentry Technology	Completed
Electrical Installation and Maintenance Technology	Completed
Culinary Arts	ACFEF Accreditation
Nursing	ACEN Accreditation

Kaua‘i Community College Executive Summaries:

Carpentry Technology:

As part of the program review process, the Carpentry Technology program is reviewing its courses to align better with programs throughout the system. There is an emphasis on Green and Sustainable projects and an active Carpentry Advisory Board. The program is looking for ways to improve enrollment and resources. The full review can be found here: http://info.kauai.hawaii.edu/APRU-CPR-2017/2017-APRU-Carpentry.pdf?_ga=2.145382324.1651319457.1549305910-284601121.1542674099

Electrical Installation and Maintenance Technology:

EIMT was reactivated in 2012 to help focus on renewable energy. The program has been creating relationships since its reactivation. It has an overall health rating as cautionary due to the low numbers of students enrolled in the program. The program continues to work on recruiting students to this program that serves a state need. The full review can be found here: http://info.kauai.hawaii.edu/APRU-CPR-2017/2017-APRU-Electrical-InstallationMaintenanceTechnology.pdf?_ga=2.246044676.1651319457.1549305910-284601121.1542674099

Culinary Arts:

In 2017, the American Culinary Arts Federation Education Foundation Accrediting Commission (ACFEF) reaffirmed accreditation for the Culinary Arts program. The program had an overall rating of healthy and serves to meet a high workforce demand need on Kaua'i. <http://kauai.hawaii.edu/accreditation>

Nursing:

In 2017, the Accreditation Commission for Education in Nursing (ACEN) found the Nursing Program in compliance with all six standards and reaffirmed accreditation for the Nursing Program. The program had an overall rating of cautionary but has also increased its program completion rate to 89%, fall to spring persistence to 88.6%, fall to fall persistence to 53.5%, and licensure exam pass rate 82.6%.

<http://kauai.hawaii.edu/accreditation>

Leeward Community College (2017-2018)

Program and Credential	Status / Action
	All programs completed comprehensive program review in previous two academic years. A link to the program reviews and processes can be found here: http://www.leeward.hawaii.edu/planning-reports .

UH Maui College (2017-2018)

Program and Credential	Status / Action
Business Technology (AAS)	Completed
Construction Technology (AAS)	Completed
Culinary Arts (AAS)	Completed
Hospitality and Tourism (AAS)	Completed
Human Services (AS)	Completed

UH Maui College Program Review Executive Summary:

The program reviews for UH Maui College can be found here: <http://maui.hawaii.edu/assets/PDF/AY17-UHMC-Program-Report.pdf>. This report provides brief summaries of the programs listed above.

Business Technology: The Business Technology program has established a new learning/capstone course that places students within community agencies. The program is popular and one concern raised in the review is the 71:1 faculty to student ration in the program.

Construction Technology:

As a degree preparing students for general building construction and with a new program coordinator has seen a dramatic rise in student enrollment. The program has also developed a solid working relationship with the UHMC Apprenticeship program and the Carpenters Union. This program also has a high student to faculty ration of 62:1.

Culinary Arts:

The program engages in continuous self reflection and improvement, integrating Live Text to provide real-time assessment for students. The program is working on budget management for the next review.

Hospitality and Tourism:

The program offers a critical degree path for students entering the hospitality and tourism industry. The program has worked on its learning outcomes and student opportunities to engage in internships and on-site projects.

Human Services:

This program is closely linked to workforce needs and has an active Community Advisory Committee. The program has evolved as the needs of the community have been communicated. The program has had some enrollment issues because of the way a federal grant was calculated, but with the grant having ended in June of 2018 low enrolled courses will no longer be counted toward the fill rate.

Windward Community College (2017-2018)

Program and Credential	Status / Action
	No programs were up for review in 2017-18.

Appendix C: Campus Reports on Programs with Small Number of Graduates

I. Campuses without Programs on the Programs with Small Number of Graduate List

1. University of Hawai'i, West O'ahu
2. Windward Community College

II. Campus Reports Regarding Small Programs

UH Mānoa Small Program Analysis 2017-2018

Program	Review	Actions Taken	Recommendation
College of Tropical Agriculture & Human Resources (CTAHR) BS, MS in Biological Engineering	Enrollment in the BS program has grown substantially, owing to active outreach, recruitment, and strong advising. We expect the number of graduates to average at least 10/year in the coming years. The Master's program has issues related to recruitment, funding and adequate faculty to teach. Faculty unanimously agreed that the program would be better supported as a track within the larger MS in Molecular Biosciences and Bioengineering.	Admission stopped-out to the MS program, effective, Spring 2019 (in preparation for program termination).	Continue the BS in Biological Engineering. Terminate the MS in Biological Engineering (after final student graduates). BS scheduled for a program review next academic year (2019-20).
CTAHR BS, Molecular Biosciences & Biotechnology	The program has been reinvigorated with a modified curriculum, redesigned website, marketing materials, social media presence and outreach to high school counselors and majors in the Biology program. As a result, enrollment has increased substantially, and the program experienced its largest graduating class to date in 2018. We expect these numbers to continue to increase as enrollment has increased.	Extensive recruitment and advising activities have resulted in an increase in enrollment.	Continue the program. Program is scheduled for a comprehensive program review next academic year (2019-20).

CTAHR MS, PhD in Entomology	Both programs contribute to state need through the staffing of Hawai'i's invasive species management effort. The low number of graduates is partly due to a loss of faculty (and resulting decrease in grants).	The department hired two new faculty, and the dean funded research workshops to increase research activity, which should result in more funding for graduate students. The MS program is no longer classified as a small program, as it now averages more than 3 graduates/year.	Recommend continuation. Programs are scheduled for a comprehensive program review next academic year (2019-20).
CTAHR MS, Food Science; PhD Nutrition	Food Science suffered from a decrease in tenure-track faculty, which affected enrollment. The Nutrition program underwent a program modification to broaden its focus beyond Human Nutrition to Animal Nutrition. This change, plus a program reorganization has resulted in a substantial increase in enrollment.	New leadership was appointed for both programs. Rachel Novotny serves as the Graduate Chair for the Nutrition program, and with new hires, we expect the funding available for graduate students to increase. The Food Science program is being reconfigured to serve as a feeder for the PhD in Nutrition.	Recommend continuation. Programs scheduled for a comprehensive program review next academic year (2019-20).
CTAHR MS, PhD in Tropical Plant Pathology	These programs meet state, national and international needs in the prevention and management of tropical plant pathogens in food production and natural systems. The program suffers from a lack of faculty, which affects enrollment.	The dean will reallocate resources made available through anticipated retirements to add two tenure-track faculty to the department to increase student enrollment to meet state need.	Recommend continuation. Programs scheduled for a comprehensive program review next academic year (2019-20).
CTAHR Ph.D. in Tropical Plant & Soil Sciences	This is the top program for tropical horticulture, and graduates are sought by countries worldwide. The decrease in enrollment is partially due to a decrease in federal funding.	The dean funded a research workshops for junior faculty to increase research activity in the department, which should result in more funding for graduate students.	Recommend continuation, with monitoring. Programs scheduled for a comprehensive program review next academic year (2019-20).
College of Natural Sciences (CNS) BA Astronomy	The program was approved in 2014, effective Spring 2015. The first cohort, assuming graduation in 4 years, is not anticipated until spring 2019. Enrollment has grown to 20, and is continuing to grow.	No action needed at this time.	Recommend continuation.
CNS BS Astrophysics	The program was approved in 2014, effective Spring 2015. The first cohort, assuming graduation in 4 years, is not anticipated until spring 2019. Enrollment has grown to 45, and is continuing to grow.	No action needed at this time.	Recommend continuation.

CNS BA, BS Botany	Enrollment in the program has grown to 45. There are discussions to refocus the program on conservation and sustainability. The College is in the process of creating a School of Life Sciences, which will be the home for programs in Botany, Biology, Microbiology, Molecular Cell Biology and Marine Biology. There will be opportunities to coordinate across programs to leverage resources and cross-promote.	The Botany program will be moved into a new School of Life Sciences within the college, which will create opportunities to refocus the program and leverage resources.	Recommend continuation. The program is scheduled for a comprehensive review in the 2019-20 academic year.
CNS BA, BS Physics	The program now averages at least 10 graduates a year, placing it above the threshold. Enrollment remains steady.	The program will continue outreach and recruitment efforts to increase enrollment. Mandatory advising has been effective in decreasing time-to-degree.	Recommend continuation. The program is scheduled for a comprehensive review in the 2019-20 academic year.
CNS MS, PhD Microbiology	While faculty attrition has had an effect on the program, the MS and PHD programs average about 3 graduates a year. Microbiology will be included in the proposed School of Life Sciences. The reorganization will provide opportunities to leverage, and where necessary, to reallocate resources to support programs in the School.	The Microbiology programs will be moved into a new School of Life Sciences within the college, which will create opportunities to leverage resources.	Recommend continuation. The programs are scheduled for a comprehensive review in the 2019-20 academic year.
CNS Ph.D. Chemistry	The program has a steady enrollment, and the degrees awarded are approaching the threshold (av. 2.8/year). The PhD students serve as TAs for 120 sections of Chemistry lab for our undergraduate students, generating 2500 SSH/year.	Additional tenure-track faculty were hired to support program growth. The program is scheduled for an external review in the 2019-20 academic year, per our review procedures for low-enrolled programs . The external review team will make recommendations.	Recommend continuation. The programs are scheduled for a comprehensive review in the 2019-20 academic year.
CNS Ph.D. Computer Science	UHM offers the only PhD program in Computer Science, and enrollment remains steady at 20. Investments in Data Science are expected to help grow the program.	The program is scheduled for an external review in the 2019-20 academic year, per our review procedures for low-enrolled programs . The external review team will make recommendations.	Recommend continuation. The programs are scheduled for a comprehensive review in the 2019-20 academic year.
CNS Ph.D. Physics	Enrollment is steady at 38 students, and time-to-degree issues have been addressed. The program averages more than 3 graduate/year.	The graduate program implemented annual progress monitoring for all graduate students, which addressed time-to-degree issues.	Recommend continuation. The programs are scheduled for a comprehensive review in the 2019-20 academic year.
CNS Ph.D. Marine Biology	Enrollment is strong at 45 students. The first cohorts are beginning to complete the program. We remain confident that the program will exceed the threshold in a few years.	No action needed at this time.	Recommend continuation.

<p>College of Languages, Linguistics, & Literature; College of Arts & Humanities; School of Pacific & Asian Studies</p> <p>Undergraduate Programs</p> <p><i>(BA, BFA Dance; BA Religion; BA Classics; BA French; BA German; BA Philippine Languages & Lit; BA Russian; BA Pacific Islands Studies)</i></p>	<p>Departments hosting these programs provide a number of courses that support the general education program. With the merger of the Colleges, there will be opportunities to leverage and reallocate resources to support instruction across programs; and coordinate marketing and recruitment efforts to increase enrollment.</p>	<p>Programs will be housed under a merged College, effective Fall 2019.</p>	<p>Recommend continuation. Comprehensive program review of the merged college scheduled for 2020-2021 academic year.</p>
<p>College of Arts & Humanities</p> <p>MA Art History</p>	<p>The program is successful and cost-effective. The cost of teaching assistants for intro-level courses is less than lecturers.</p>	<p>Under the merger, there will be opportunities to share faculty across Art, Asian Studies, and Pacific Islands studies to leverage resources.</p>	<p>Recommend continuation. Comprehensive program review of the merged college scheduled for 2020-2021 academic year.</p>
<p>College of Arts & Humanities</p> <p>Ph.D. Music</p>	<p>Enrollment in the program averages 20/year, and the number of graduates in 2018 exceeded the threshold. The faculty are rebuilding the Ethnomusicology program. A new track in conducting (the only graduate program in conducting in the State) will draw more students to the program.</p>	<p>Under the merger, there will be opportunities to share faculty across Music, Asian Studies and Pacific Islands studies to support the program in Ethnomusicology.</p>	<p>Recommend continuation. Comprehensive program review of the merged college scheduled for 2020-2021 academic year.</p>
<p>College of Arts & Humanities</p> <p>Ph.D. Theatre</p>	<p>Faculty are rethinking the curriculum and structure of the program to address time-to-degree issues. Under the merger, there will be opportunities for closer collaboration, resource leveraging, and coordinated marketing and recruitment.</p>	<p>Under the merger, there will be opportunities to leverage resources across Theatre, Music, Asian Studies, and Pacific Islands Studies to support the program.</p>	<p>Recommend continuation. Comprehensive program review of the merged college scheduled for 2020-2021 academic year.</p>
<p>College of Languages, Linguistics, & Literature (LLL)</p> <p>MA, Ph.D. East Asian Languages and Literature <i>(Chinese, Japanese, Korean)</i></p>	<p>Faculty in the department streamlined the curricula across the graduate programs, and voted to merge these into one MA and one PhD for the program to leverage resources and coordinate advising.</p>	<p>The MA and PhD programs in Chinese, Japanese, and Korean will be stopped-out, and the curricula merged under one MA and one PhD in East Asian Languages and Literature, effective Spring 2020.</p>	<p>Recommend continuation under merged MA and PhD programs.</p>
<p>College of Social Sciences (CSS)</p> <p>Ph.D., Urban & Regional Planning</p>	<p>Enrollment in the program remains strong, and the time-to-degree is improving. The program averaged 4 graduates/year over the last three years. We expect the program to be removed from the small programs list within the next two years.</p>	<p>The department increased recruitment activities and mentorship programs to improve time-to-degree.</p>	<p>Recommend continuation.</p>
<p>CSS</p> <p>Ph.D. in Geography</p>	<p>Enrollment remains strong at 30 students, however time-to-degree has been an issue. Through the work of the faculty, the rate has since improved from 2.6 to an</p>	<p>Department increased recruiting and advising efforts, resulting in an improved time-to-degree.</p>	<p>Recommend continuation.</p>

	average of 3/year. We expect the program to be removed from the small programs list in a couple of years.		
School of Travel Industry Management; Shidler College of Business (TIM) MS in Travel Industry Management	The School is vital for the hospitality industry in the state and Asia-Pacific region. Enrollment has held steady and time-to-degree has improved, and the MS program experiences its largest graduating class last year (10). The 5-year average is now well above the threshold, removing the program from the small programs list.	The School will be merged into the Shidler College of Business, which we believe will invigorate the program and provide additional student support through the Shidler Executive Education unit.	Recommend continuation under the Shidler College of Business.
School of Ocean & Earth Science & Technology (SOEST) BA Geology	The fields of Geology and Geophysics have changed significantly in ways that broaden the program, making it more attractive to undergraduate students. The program (and department) names did not reflect these changes, which we believe affected enrollment.	The faculty voted to change the name of the undergraduate degrees (BA and BS) to Earth Science and Environmental Earth Sciences to reflect these shifts in the discipline. We expect enrollment to increase as a result.	Recommend continuation. Program scheduled for comprehensive review in February 2019.
SOEST Ph.D. Atmospheric Sciences	The program is internationally distinguished as documented by honors and research awards by faculty. The program creates future leaders in the various disciplines under atmospheric sciences. Enrollment has increased over last year.	The program is scheduled for an external review in February 2019 per our review procedures for low-enrolled programs , and the external review team will make recommendations.	Program scheduled for comprehensive review in February 2019.
SOEST Ph.D. Ocean & Resources Engineering	The PhD underpins internationally acclaimed research and directly serves state needs (e.g. tsunami evacuation strategy) as well as a workforce shortage.	The program is scheduled for an external review in February 2019 per our review procedures for low-enrolled programs , and the external review team will make recommendations.	Program scheduled for comprehensive review in February 2019.
John A. Burns School of Medicine (JABSOM) BS, Medical Technology	Clinical lab shortages exist across the US and Hawai'i, and UHM offers the only accredited program in the state. Enrollment has increased from 12 to 24 as a result of the new second degree option in MedTech, and we expect the number of degrees conferred to increase.	The second degree option has been successful. The program recently established a preceptorship program for individuals with degrees in microbiology to increase the number of Med Techs in the state.	Recommend continuation.
JABSOM MS, Ph.D. in Biomedical Sciences (Tropical Medicine)	Enrollment is strong in both programs, and time-to-degree is improving. We anticipate that the programs will meet the threshold within the next couple of years.	Following the 2016 program review, training and career development plans were implemented across programs, and an integrated recruitment strategy with updated recruitment materials were developed.	Recommend continuation.
JABSOM MS in Biomedical Sciences	New faculty joined the department and graduate program, which reinvigorated the curriculum and research experiences. While the program held one track in Clinical Research, the degree titled in Biomedical Sciences lacked specificity in ways that made the program less attractive. The faculty voted to change the name officially to recognize the curriculum.	Program renamed MS in Clinical and Translational Research, effective Fall 2019. We expect that these changes will lead to an increase in enrollment.	Recommend continuation.
JABSOM	Degrees conferred over the last two years exceeded the	Following the 2016 program review, training	Recommend continuation.

MS in Cell & Molecular Biology	threshold, and we believe the program will be removed from the list in a few years. The program addresses workforce shortages in the state.	and career development plans were implemented across programs, and an integrated recruitment strategy with updated recruitment materials were developed.	
JABSOM Ph.D. in Developmental & Reproductive Biology	Degrees conferred in 2018 exceeded the threshold. DRB is a highly specialized program associated with the Institute for Biogenesis Research (“Cloning Lab”), one of the UH recognized centers of excellence.	Following the 2016 program review, training and career development plans were implemented across programs, and an integrated recruitment strategy with updated recruitment materials were developed.	Recommend continuation.
School of Social Work Ph.D. Epidemiology	The program is rebounding from an admission stop-out. The first cohort after stop-out matriculated in 2011, and the number of degrees awarded are beginning to rise above the threshold. We anticipate that the program will be removed from the list within the next two years. The accrediting agency increased the minimum number of credits from 30 to 42, which has lengthened time to degree.	No action needed at this time.	Recommend continuation.
College of Education (COE) BS, Kinesiology & Rehabilitation Science (KRS), Health & Physical Education Concentration	Program is listed in error, as it is a concentration within the larger BS in KRS (525 students enrolled, average 115 graduates/year).	The college has been advised to establish an overall Banner major code to correct the error in reporting.	Recommend continuation.
COE Ph.D. in Educational Psychology	Enrollment remains steady at an average of 30 students/year, with an average of 3 graduates per year.	The program continues to address state workforce needs in education, testing and research.	Recommend continuation.
College of Engineering Ph.D. in Civil Engineering	Enrollment remains steady, with an average of 30 enrolled/year, and an average of 3 graduates/year.	The date the data is frozen is problematic (fiscal year vs. academic year). Academic year averages are above the threshold.	Program is undergoing program review this academic year.
College of Engineering Ph.D. in Mechanical Engineering	Enrollment is up slightly, and we anticipate that the average degrees conferred will meet the threshold in a few years. Several actions were taken to address time-to-degree issues and these appear to be working.	The department took the following steps: hired PhD students as TAs; matched funds for final year; and increased cooperating faculty.	Program is undergoing program review this academic year.
Arts & Sciences/Shidler Ph.D. in Communication & Information Science	Enrollment is strong at 30 students. The program aligns with our strategic initiatives in Data Science, Information Assurance and Health Informatics. Recent campus investments in Data Science are expected to grow the program.	Recent campus investments in Data Science are expected to grow the program, which should have a positive effect on time-to-degree.	Recommend continuation.
School of Social Work Ph.D. in Social Welfare	Degrees awarded increased significantly this year owing to the implementation of a growth and improvement plan.	The growth and improvement plan focused on recruitment and fundraising; curriculum development, and mentoring.	Recommend continuation. Program is undergoing program review this academic year.

UH Hilo Small Program Analysis 2017-2018

Small Program	Review	Actions Taken	Recommendation
Physics 1/30/19	<p>Most majors are double majors with Astronomy, program works hand in hand with Astronomy. A new path has been set up for students to double major in Math and Physics. Program provides an average of 54% of their semester course offerings as GE courses and required courses for other STEM degrees.</p> <p>Continued collaboration with learning assistant program to increase retention rates in the Physics program. Physics attracts local students interested in engineering and technology, thus continued outreach in high school to inform local residents job prospects and affordability of UHH education.</p> <p>Physics graduates work as much needed high schools science teachers after receiving a Master of Arts in Teaching degree or DOE certification.</p>	<p>Continued collaboration with learning assistant program to increase retention rates in the Physics program. Physics attracts local students interested in engineering and technology, thus continued outreach in high school to inform local residents job prospects and affordability of UHH education. Promote participation of undergraduates at national meetings and application to internships. UHH and UHM have worked closely to align the core physics courses to allow transfers in an effort to increase retention.</p>	Continuation of program.
Astronomy 1/30/19	<p>Utilizes unique resources found on the Island of Hawai'i, the nation, and arguably one of the best sites in the world. Program provides an average of 43% of their semester course offerings as GE courses. Graduates from the program secure jobs at the summits of Maunakea, Maunaloa, Haleakala, and other observatories in the world, in addition to outreach experts for planetaria and science museums.</p>	<p>Increase retention by offering all required upper division courses in physics and astronomy for on-time graduation and better advising of incoming freshman. The department is working closely with the James Clerk Maxwell and the Subaru observatory to train students to use professional grade telescopes and instruments. Increase opportunities for students to work on projects using Maunakea telescopes.</p>	Continuation of program.
Natural Science	<p>BA degree that prepares students to become science educators. The program is no-cost which uses courses from other departments as program requirements and only offers one capstone course annually. This program fulfills a workforce, state and UH need in providing well trained STEM area teacher candidates.</p>	<p>The degree program has recently coordinated with the UH Hilo School of Education's Educational Studies Certificate to encourage students to complete the certificate as a part of their BA program which will help STEM students be better prepared for application to the UH Hilo Master of Arts in Teaching program.</p>	Continuation of program.
Liberal Studies	<p>The Liberal Studies program is a no-cost program that works with students who choose to create their own major and to assist students in unique circumstances. This program is an</p>	N/A	Continuation of program.

	essential component of a liberal arts education.		
Mathematics	<p>The Mathematics program provides an average of 76% of semester course offerings as GE Requirements.</p> <p>Approximately 94% of the courses offered each semester are required by other degrees across campus with each course averaging 20.3 students. On average, the department offers only 2 courses per semester that serve only math majors.</p> <p>The Mathematics program contributes to the number of graduates of UHH School of Education MAT program. In the past 5 years, 13 graduates of the MAT program were Math majors at UHH.</p>	<p>The program curriculum has been revamped for Fall 2019 to streamline our major's sequence of courses. These changes help promote more options for our students and transfers, as well as improve overall enrollment numbers in our upper division classes. The changes to the curriculum will also allow for seamless transfer from the UHCCs. The change also promotes Math/STEM double majors providing graduates a competitive advantage in the Workforce.</p> <p>In Fall 2019, the program will implement co-requisite courses for the pre-calculus track as data shows this model significantly increases retention rate Math majors have a 74% retention rate and we will continue to strengthen research and opportunities.</p> <p>The Mathematics program is currently assisting in the development of the Data Science Program using NSF EPSCoR grant.</p>	Continuation of program.
Geography	The Geography program recently merged with the Environmental Studies BA program which was added to the Geography BA as a program track. Since the merge the program has seen an increase in majors. This program addresses state need and UH priority in the area of Environmental Conservation.	Continue monitoring enrollment numbers. The increased major numbers should translate into increased graduation numbers soon.	Continuation of program.
Environmental Science	Since receiving established status in Fall 2016, the program has seen an increase in declared majors and graduates and anticipates this trend will continue. This program addresses state need and UH priority in the area of Environmental Conservation.	Continue monitoring enrollment numbers.	Continuation of program.
Performing Arts	Program has recently hired a new tenure-track faculty member after losing its only tenured faculty member to retirement. The program serves a unique need to the community of Hawai'i Island and also provides a multitude of courses each semester that contribute to the GE program.	<p>Revision of major requirements is underway to better serve students and develop a clearer path to graduation.</p> <p>Begin exploring possible double major opportunities.</p>	Continuation of program.

Chemistry	The Chemistry degree was recently approved to be switched from a BA to BS in Fall 2018. We anticipate increased enrollment due to the updated credential. The program contains two tracks: Physical Chemistry and Biosciences. The Chemistry department also provides an average of 64% of their semester course offerings as GE courses.	Explore opportunities to increase the number of double majors with Biology with the Chemistry-Biosciences track.	Continuation of program.
Geology	The Geology program utilizes unique resources found on the Island of Hawai'i to offer a diverse program. Contributions of the Geology Department to volcano-related natural hazards highlight its importance to the Island of Hawai'i.	Program review underway. Number of graduates is just below 10. Program graduates nearly as many students as the combined Geology BA and Geophysics BS programs at UH Mānoa.	Continuation of program.
Japanese Studies	The Japanese Studies program is a culturally important program to Hawai'i Island and the State. Program offers an average of 95% of their semester courses as GE courses.	Program review underway. Recent departmental conflicts have been resolved which encourages retention. Examining the possibility to incorporate JPNS, Chinese Studies, & Filipino Studies certificates in an Asian Studies program using present resources to attract a wider student interest.	Continuation of program.
Hawaiian Language and Literature	The Hawaiian Language and Literature program fulfills a State of Hawai'i need and UH Priority and also distinguishes UH Hilo Nationally and Internationally. The program admits students as a cohort on average every two years. The most recent cohort started in Fall 2018.	The college is currently reviewing the program to increase efficiency and timeliness of student graduation numbers including searching for additional student scholarship funds. The program utilizes small cohort model to ensure high quality of graduates.	Continuation of program.
Indigenous Culture Education	The Indigenous Culture Education program fulfills a State of Hawai'i need and UH Priority and also distinguishes UH Hilo Nationally and Internationally. The program admits students as a cohort on average every two years. The most recent cohort started in Fall 2018.	The new cohort includes 14 students, all practicing Hawaiian immersion classroom teachers. This program is filling a critical teacher shortage area for Hawaiian immersion classrooms statewide and was designed as part of a professional development pathway to support increased teacher quality. The program continues to actively search additional scholarship funding.	Continuation of program.
Hawaiian and Indigenous Language and Culture Revitalization (MA)	The Hawaiian and Indigenous Language and Culture Revitalization program fulfills a State of Hawai'i need and UH Priority and also distinguishes UH Hilo Nationally and Internationally. The program admits students as a cohort on average every four years. The most recent cohort started in	The new cohort started in Fall 2018 with 10 new PhD students. The program draws from local, national and international students in this high specialty area focusing in language and culture revitalization. The college is actively seeking	Continuation of program.

	Fall 2018.	additional student scholarship funding to assist with student retention.	
Pharmaceutical Sciences	The Pharmaceutical Sciences program recently had its first graduates complete the program.	Application for established status is due in 2019.	Continuation of program.

Hawai'i Community College Small Program Analysis 2017-2018

Small Program	Review	Actions Taken	Recommendation
CA-PRCN	<p>Certificate of Achievement for Practical Nursing. This program has an enrollment capacity of 10 students admitted once per year in Hilo. All seats are filled every application cycle.</p> <p>Interest in the PN program is decreasing as more students are aiming for the Registered Nurse (RN) license. Of those accepted to the PN program, many use it as a pathway to the RN program (AS-NURS)</p>	No action for Hilo cohort.	Continue of program.
BTEC Certificate	<p>The BTEC program fills a need for qualified office clerks in our community. The overall health of the BTEC program as indicated by the ARPD analysis is HEALTHY.</p> <p>There is no cost to offer the certificate programs since those programs are embedded in the associate degree.</p> <p>There is currently only one full-time teaching faculty in the program who is supported by lecturers.</p> <p>In addition, BTEC classes provides skills to non-majors, which is evident by 642 SSH Non-Majors in program classes from 2015-2016.</p>	<p>The BTEC program has modified its offerings to be on a one-time-a-year schedule to ensure that classes are sufficiently filled. In addition, the Haw CC program collaborates with UHMC to streamline course offerings so that we are able to fill courses across the system, not just at the campus level.</p> <p>Renewed engagement and recruitment efforts started this past semester to encourage higher enrollment in the program. In addition, an updated articulation agreement with local high schools is being worked on.</p>	Continuation of program.

<p>BTEC Associate</p>	<p>The BTEC program fills a need for qualified office clerks in our community. The overall health of the BTEC program as indicated by the ARPD analysis is HEALTHY.</p> <p>There is currently only one full-time teaching faculty in the program who is supported by lecturers.</p> <p>In addition, BTEC classes provides skills to non-majors, which is evident by 642 SSH Non-Majors in program classes from 2015-2016.</p>	<p>The BTEC program has modified its offerings to be on a one-time-a-year schedule to ensure that classes are sufficiently filled. In addition, the Haw CC program collaborates with UHMC to streamline course offerings so that we are able to fill courses across the system, not just at the campus level.</p> <p>Renewed engagement and recruitment efforts started this past semester to encourage higher enrollment in the program. In addition, an updated articulation agreement with local high schools is being worked on.</p>	<p>Continuation of program.</p>
<p>Accounting, Associates of Applied Science</p>	<p>The Accounting (ACC) program fills a need for qualified entry-level accounting staff and bookkeepers in our community. The program also provides essential skills to non-majors.</p> <p>There are two options for students within the ACC program, a certificate of achievement (CA) or associates of applied science (AAS).</p> <p>Currently, the program has two full-time teaching faculty who are supported by lecturers. Face-to-face mode classes have a capacity of 20 students, and the distance education (online) classes have a 25 student capacity.</p>	<p>The Accounting (ACC) program has modified its offerings to be on a one-time-a-year schedule to ensure that classes are sufficiently filled. Also, the Haw CC program collaborates with UHMC to streamline course offerings so that we can fill courses across the system, not just at the campus level.</p> <p>The program is offering more distance education classes and making efforts to incorporate open educational resources to reach students who do not enroll because of full-time employment, the proximity of where they live to the college, or economic means.</p> <p>Required courses are being reviewed and revised to optimize both student learning and time spent earning their degree.</p>	<p>Continuation of program.</p>

Marketing, CA	This program is designed for students planning a career in the field of merchandising/marketing.	No additional cost	Continuation of program.
Marketing, AAS	<p>This program is designed for students planning a career in the field of merchandising/marketing.</p> <p>The ARPD overall health rating for this program is healthy and has been improving over the past few years.</p>	<p>The MKT program is in the process of updating its course offerings and potentially changing its degree from as AAS to an AS. Draft changes have been created and program faculty will be working with CRC to implement changes.</p> <p>Also plan to offer DE courses to provide students options that work to meet their needs.</p> <p>The program does well in retention and completion. Strategies will be implemented to improve the numbers of students to enroll in the program.</p>	Continuation of program.
Information Technology, CA	This program is a career-laddered program that provides training in the use and support of business-related computer systems, data communication networks, and the development of business computer information systems programs and focuses on using computers and information technology as tools to solve business problems.	No additional cost.	Continuation of program.
Information Technology, AS	This program is a career-laddered program that provides training in the use and support of business-related computer systems, data communication networks, and the development of business computer information systems programs and focuses on using computers and information technology as tools to solve business problems.	The IT program is working on increasing enrollment in the program and examining current course offerings to see if changes need to be made to the curriculum to meet industry demands. Specifically, research will be done to look at expanding cybersecurity and programming courses such as website and app development.	Continuation of program.

Natural Science, AS	This is a new program which has been growing each year.	We continue to recruit and add required courses to the curriculum.	Continuation of program.
Tropical Ecosystem and Agroforestry Management, CA	No additional cost.	No additional cost.	Continuation of program.
Tropical Ecosystem and Agroforestry Management, AS	<p>The degree provides a critical training for on-island employers in the Conservation field.</p> <p>100% of the 200-level science courses are offered through the TEAM Program. The program brings in and is largely supported by grant funds (ca \$100,000/year) and collaborates closely with programs like Agriculture and Hawaiian Studies.</p>	Faculty and student workers are making a concerted effort to attend community and high school events. Student recruitment is ongoing and is resulting in larger classes. Required courses are being reviewed and revised to make transfer to a 4-year institution smoother for program graduates.	Continuation of program.
Architectural ENG & CAD Tech - CA	The AEC Program has continued to have maximum enrollment. Due to the limited space of our facility, our course cap is set at twelve. Also, AEC's curriculum has changed to provide students with more options: one CA in Architecture, one CA in Surveying, and two CO's in Surveying along with the AAS degree. Although students are encouraged to complete the AAS degree, it is not always feasible due to time constraints or cost. The creation of online courses has allowed a number of AEC students to enroll in just one or two courses to enrich their skills for their employment. Having these many choices available, many students choose to achieve their certificates and further dilutes the graduation count in both areas resulting in low numbers.	AEC will continue to advise students and follow up with them to cut down on attrition. AEC also continues to participate in numerous job/career fairs to promote our program and student projects. AEC is also working with other University of Hawai'i Campuses to offer students more flexibility. We are also looking at industry needs and if viable would like to expand capacity provided funding is available.	Continuation of program.
Agriculture - CA	AGR classes are currently at maximum. Having currently only one faculty the cap is at 14 students. AGR program also offers two options for graduation (CA & AAS) at no additional cost to the college. These are options that students choose according to their education needs. CA is a skill/technical/soft skills based certificate. AAS has complete	We are currently modifying our program to try and meet the Hawai'i Sustainability Initiative, Therefore, anticipating growth in the program. If favorable, the program will start another cohort	Continuation of program.

	<p>area requirements of general education courses in addition. With either graduation options a student will enjoy gainful careers. Students are encouraged to take the AAS degree however many students choose CA over AAS due to the cost/time factor. Even if the program graduates all of their students, with a maximum enrollment cap at 14 students and the choice of CA or AAS, the graduation count may be low in both areas. Also, the program offers two Certificates of Competence that students can complete and leave with salable skills to enter the Ag industry and not complete either CA or AAS degree</p>	<p>provided that funds are available.</p>	
<p>Machine, Welding and Industrial Mechanics Technologies – CA</p>	<p>MWIM program offers two option for graduation (CA & AAS) at no additional cost to the college. These are options that students choose according to their education needs. CA is a skill/technical/soft skills based certificate. AAS has a complete area requirement of general education courses in addition. With either graduation options a student will enjoy gainful careers. Students are encouraged to take the AAS degree however if some students will choose the CA option and others choose the AAS option. Having these two choices available, dilutes the graduation count in both areas resulting in low numbers.</p>	<p>Continue to encourage students to take both CA & AAS options. Work with counseling and course planning to have the area requirements to be in a more conducive time for students.</p>	<p>Continuation of program.</p>
<p>Diesel Mechanics - AAS</p>	<p>DISL program have recently changed to a biennial cohort because of having only one faculty. Class cap are at maximum however, numbers will be inaccurate due to the fact the program will have graduates every other year. Even if they always graduate all of their students, with a maximum enrolment cap at 20 students every other year, their average will always below at the 10 level. This is based on the three year average of this report.</p>	<p>Currently doing a study on industry employment growth. If favorable, the program will implement a second cohort provided that funds are available.</p>	<p>Continuation of program.</p>
<p>Carpentry Technology - AAS</p>	<p>The CARP program has two pathways for graduation, CA and AAS at no additional cost. Data indicates that in a three-year average CA awarded is above the set criteria. The CARP program has consistently enjoyed maximum enrollment of 16 students for many years and has a consistent “Healthy”</p>	<p>Continue to encourage students to choose the AAS option.</p>	<p>Continuation of program.</p>

	<p>program review. However, the CARP program over the past three years, students have chosen to do the CA pathway.</p>		
<p>Architectural ENG & CAD Tech - AAS</p>	<p>The AEC Program has continued to have maximum enrollment. Due to the limited space of our facility, our course cap is set at twelve. Also, AEC's curriculum has changed to provide students with more options: one CA in Architecture, one CA in Surveying, two CO's in Surveying along with the AAS degree. Although students are encouraged to complete the AAS degree, it is not always feasible due to time constraints or cost. The creation of online courses has allowed a number of AEC students to enroll in just one or two courses to enrich their skills for their employment. Having these many choices available, many students choose to achieve their certificates and further dilutes the graduation count in both areas resulting in low numbers.</p>	<p>AEC will continue to advise students and follow up with them to cut down on attrition. AEC also continues to participate in numerous job/career fairs to promote our program and student projects. AEC is also working with other University of Hawai'i Campuses to offer students more flexibility. We are also looking at industry needs and if viable would like to expand capacity provided funding is available.</p>	<p>Continuation of program.</p>
<p>Auto Body Repair & Painting – AAS</p>	<p>ABRP program offers two option for graduation (CA & AAS) at no additional cost to the college. These are options that students choose according to their education needs. CA is a skill/technical/soft skills based certificate. AAS has a complete area requirement of general education courses in addition. With either graduation options a student will enjoy gainful careers. Students are encouraged to take the AAS degree however many students choose CA over AAS due to the cost/time factor.</p>	<p>Continue to encourage students to take AAS as the first option. Work with counseling and course planning to have the area requirements to be in a more conducive time for students.</p>	<p>Continuation of program.</p>
<p>Agriculture – AAS</p>	<p>AGR classes are currently at maximum. Having currently only one faculty the cap is at 14 students. AGR program also offers two options for graduation (CA & AAS) at no additional cost to the college. These are options that students choose according to their education needs. CA is a skill/technical/soft skills based certificate. AAS has complete area requirements of general education courses in addition. With either graduation options a student will enjoy gainful careers. Students are encouraged to take the AAS degree however many students choose CA over AAS due to the</p>	<p>We are currently modifying our program to try and meet the Hawai'i Sustainability Initiative, therefore anticipating growth in the program. If favorable, the program will start another cohort provided that funds are available.</p>	<p>Continuation of program.</p>

	<p>cost/time factor. Even if the program graduates all of their students, with a maximum enrollment cap at 14 students and the choice of CA or AAS, the graduation count may be low in both areas. Also, the program offers two Certificates of Competence that students can complete and leave with salable skills to enter the Ag industry and not complete either CA or AAS degree.</p>		
<p>Automotive Mechanics Tech - AAS</p>	<p>AMT program offers two option for graduation (CA & AAS) at no additional cost to the college. These are options that students choose according to their education needs. CA is a skill/technical/soft skills based certificate. AAS has a complete area requirement of general education courses in addition. With either graduation options a student will enjoy gainful careers. Students are encouraged to take the AAS degree however many students choose CA over AAS due to the cost/time factor.</p>	<p>Continue to encourage students to take AAS as the first option. Work with counseling and course planning to have the area requirements to be in a more conducive time for students.</p>	<p>Continuation of program.</p>
<p>Machine, Welding and Industrial Mechanics Technologies – AAS</p>	<p>MWIM program offers two option for graduation (CA & AAS) at no additional cost to the college. These are options that students choose according to their education needs. CA is a skill/technical/soft skills based certificate. AAS has a complete area requirement of general education courses in addition. With either graduation options a student will enjoy gainful careers. Students are encouraged to take the AAS degree however many students choose CA over AAS due to the cost/time factor.</p>	<p>Continue to encourage students to take both CA & AAS options. Work with counseling and course planning to have the area requirements to be in a more conducive time for students.</p>	<p>Continuation of program.</p>
<p>Hospitality and Tourism (HosT) CO, CA, and AAS</p>	<p>According to the World Trade Organization (WTO), the travel and tourism (hospitality) industry is the world's largest employing industry as well as being the largest employing industry for the State of Hawai'i. Subsequently, our Hospitality and Tourism (HOST) program was initially designed to provide job training for entry-level and first line supervisory level positions in the hospitality/visitor industry.</p> <p>We currently offer a Certificate of Competence (CO), Certificate of Achievement (CA), and an Associate in Applied Science (AAS) degree. Not only do they serve to</p>	<p>Necessary changes commenced in 2018 with Anne Chung assuming the role of Program Chair and the acquisition of Lynn Erdmann, an industry professional and experienced instructor to fill the long vacant role of Program Coordinator.</p> <p>The program is currently undergoing a needs assessment to determine eventual, required program changes that will not only serve to update and deliver a more improved level of educational content and hands-on experience, but</p>	<p>Continuation of program and require program to grow to meet criteria by next review.</p> <p>Mr. Ross Birch, CEO of the Island of Hawai'i Visitors Bureau and member of the HOST Advisory Board, provided this quotation in support of these</p>

	<p>provide the only post-secondary hospitality and tourism program on the Big Island, but the delivery of these competencies also serves to fulfill our program's mission to ensure a skilled pool of workers is continuously available to meet the island's industry employment demand.</p> <p>The program has experienced a series of setbacks throughout the years with the departures of its architect and its program chair. With the absence of industry experienced faculty and/or administrators, the curriculum has barely experienced routine, disciplined review and assessment processes nor has it been subject to an extensive needs assessment to determine necessary program changes. While recruitment has been minimal with secondary parties serving to promote the program at occasional job fairs, personnel have not existed to promote long-term, ongoing relationships with the island's high schools and industry leaders.</p> <p>In summary, our program has existed with the support of industry experienced lecturers and is poised to begin a building process that will better provide for the contemporary needs of our current and future target markets.</p>	<p>also broaden the scope of our student target markets.</p> <p>Steps are currently underway to build a "living", long-term industry mentorship program that will improve the relationship between the college and the industry but also provide more hands-on, learn-and-earn programs for our students. Processes are also underway to transition standard, subject-related courses to an online delivery thus allowing increased distance education enrollment opportunities for students residing at great distances whether here on the Big Island or on any of the other islands.</p> <p>Two new certificate programs are being developed that will, eventually, serve to attract enrollment by those who do not desire an associates degree but do desire industry certifications that will benefit them world-wide.</p> <p>A long term assessment might be to determine how our AAS degree might be redesigned to allow for a more accommodating transfer into the UH Travel and Industry Management (TIM) program at Mānoa.</p>	<p>recommendations:</p> <p><i>"The Hospitality and Tourism (HOST) program at HCC has, basically, been neglected, thus it must be allowed to (re)build its reputation and this takes time. A heightened brand reputation will result in increased enrollment.</i></p> <p><i>Also, during those times when tourism numbers fluctuate and unemployment increases, it is imperative that hospitality education is available to those seeking to better their position. With some refinement, it is the HOST program that can be positioned to provide those educational opportunities."</i></p>
Early Childhood Education			

Honolulu Community College Small Program Analysis 2017-2018

Small Program	Review	Actions Taken	Recommendation
Hawaiian Studies Associate in Arts (HWST-AA)	The HWST-AA program was recently approved as an established program in 2017 and is part of Hon CC's and the UH System's Hawai'i Papa o Ke Ao plan of being a model indigenous-serving institution. We do not anticipate additional costs to continue the program, as HWST-AA program faculty and courses are part of the Liberal Arts AA program. Although program completion numbers are small,	We recently added a Ho'okele (voyaging) concentration to the 'Ōlelo (Hawaiian language) concentration, which should further support demand through student interest and better enrollment in courses. To improve retention and graduation rates, we plan to use focus groups and surveys to ask current majors about challenges	Continuation of program.

	there is a steady growth in enrollment and the ARPD for 2016-2017 indicates an overall “healthy” demand rating.	they face that may prevent them from completing their degrees and about the kinds of resources they need to succeed.	
Associate of Science in Natural Science (ASNS)	The ASNS program began in 2014 and remains a “provisional” program until deemed “permanent” in Spring 2019. It supports Hon CC’s and UHCC’s commitment to increasing STEM graduation rates and transfer to baccalaureate STEM programs, and to meet current and future workforce needs in STEM-related jobs. We do not anticipate additional costs to continue the program, as ASNS program faculty and courses are part of the Liberal Arts AA program. The ARPD for 2016-2017 indicates an overall “healthy” demand for the ASNS program.	To improve degree completion rates, time is needed to fully establish and promote the program. Hon CC is nearing completion of filling vacant instructional faculty positions in natural science and math, positions that are housed within the liberal arts (University College) unit of Hon CC. Last, Hon CC plans to continue seeking federal and private grants to build capacity and enrollment in engineering (e.g., PEEC II) and geo/environmental sciences (e.g., PAGE). Such grants support curriculum development, recruitment of students, mentoring of students, and providing undergraduate research opportunities in STEM and the ASNS program.	Continuation of program.
Aeronautics Maintenance Technology (AS)	The AERO program is the only program in the state that prepares airframe and power plant mechanics, and the majority of students entering the AERO program seem to be primarily concerned with receiving their FAA Airframe and Powerplant Certification. There are far more jobs in the state available than graduates, and the completion rate does not reflect the Certificates of Completion, which is what most of our students wish to attain. That said, there was an increase of graduates in 2018 (3 to 8). Moreover, due to FAA regulations based on instructor-to-student ratio, Hon CC is not allowed to admit more students that we currently do. Even though the program anticipates attrition, the FAA regulations do not allow over enrollment of students.	The program is experimenting with hosting day-long orientation on the airport site (which is where the program is taught) so that incoming students are aware of the conditions of the classroom and hands-on instruction. It is also tying in industry exposure so that students are aware of the multitude of job opportunities for completers. The program is also trying to hire enough faculty and staff to keep up with student demand. If the CA student graduate numbers were to be combined with AS graduate numbers, this would not be considered a small program.	Continuation of program.
Electrical Installation & Maintenance Technology (CA only)	The Electrical Installation and Maintenance Technology Program curriculum is designed to prepare students with the entry level knowledge and manipulative skills for employment in the electrical industry. The program combines theory with laboratory activities as an effective means of developing skills essential to the electrical trade. Unfortunately, the program has, and continues to struggle with hiring qualified faculty to teach in this high-demand field. Because the industry has been hiring so many students and potential students in the EIMT field with high wages, the program has struggled with retention.	In conjunction with Academic and Student Support areas, faculty, staff, and administration are also working to consider waitlist functions for registration and guidance services catered to specific students’ needs to better inform and guide students who are waiting to register for the program, as this is a highly popular program, which is unable to accommodate all the students who want to enroll. Concerted efforts of faculty, staff, and administration are underway to fill the second FTE faculty position, as the program has had to stop out a cohort in Fall 2018. If the CA student graduate numbers were to be	Continuation of program.

		combined with AAS graduate numbers, this would not be considered a small program.	
Sheet Metal & Plastics Technology (AAS/CA)	The SMP curriculum is designed to qualify students for entry into the field of sheet metal as apprentices. They will develop skills in fabricating air conditioning ducts; architectural metal work; welding and fabricating plastics; and, pattern development. The strength of the SMP program is its partnership with the industry. Their advisory board meets every semester to review the program needs and student learner outcomes. Due to an agreement with the local union (indicative of industry support of SMP), students enrolled in the SMP program are able to enter into the apprenticeship program after completion of the first year. Industry has been hiring the SMP students after their first semester, due to the booming economy and workforce demand, and this has clearly affected the numbers.	Hon CC has been working closely with the Sheet Metal industry to point out that the better apprentices and employees are the ones who finish the SMP program. Although the companies have agreed to be more cautious about taking students after just one semester, the immediate demand for employees by the workforce continue to be a problem. If the CA student graduate numbers were to be combined with AAS graduate numbers, this would also meet the criteria to be removed from the small programs list.	Continuation of program.
Diesel Mechanics Technology (AS)	As the Diesel Mechanics Technology program is a two-year program with a single faculty member, intake occurs only every other year. The program was granted NATEF certification in May 2017. The Hon CC DISL program is the only professional training facility on O'ahu; the other facility in the state is on the Big Island. The program holds a well-attended advisory board meeting semi-annually, holds trainings with industry partners, and communicates often with potential employers of graduates, noting high satisfaction with graduates and the program overall.	Given the recent industry certification, restructuring of the program, and increase in student demand, we expect increases in completion numbers, though new cohort intake in alternating years should also be taken into consideration.	Continuation of program.
Occupation and Environmental Safety Maintenance (AS only)	As a growing field, the two-year Occupation and Environmental Safety Maintenance program is designed to provide practical training in occupational and environmental safety and health. Besides an AS degree, the program is fully articulated with BA programs at UHWO and Columbia Southern University. As the market for OESM graduates and skill sets increases and jobs are abundant, program majors are finding employment prior to graduation. Students in the program tend to be those already in the OESM field who tend to take classes in the evening or on weekends, studying around their work schedules.	Hon CC is working with the OESM faculty to ensure that students are aware of better job opportunities upon graduation. The faculty are also working on "purposeful engagement" activities in and out of the classroom to encourage retention in the program. If the CA student graduate numbers were to be combined with AS graduate numbers, this would not be considered a small program.	Continuation of program.
Communication Arts (AS)	Communication Arts is a graphic design program that integrates art and technology to communicate ideas and information for a range of creative media. The program has prepared students for entry-level work in graphic design and traditional print services. Low graduation rates, declining program major headcounts, and faculty retirements created an opportunity in 2017-19 for the College to continue the	In the Fall 2019, the program will begin to restructure the degree to decrease the overall number of credits required for graduation, and integrate relevant coursework to support careers in Hawai'i's creative industries. The College will require the program to strengthen relationships with UH West O'ahu and the	Require to grow by Fall 2024.

	<p>program and implement a phased, comprehensive program improvement plan, which will consist curricular redesign, enhanced student recruitment/support activities, and continuous action-oriented assessment.</p>	<p>Academy for Creative Media. The program will also design a robust student outreach plan to support direct participation with the surrounding high schools to increase student major headcount. Finally, as a CTE program, stronger industry work-based student learning opportunities will play an important role to improve student retention and enhance job placement.</p>	
<p>Early Childhood Education (CA only)</p>	<p>The ECED program is aligned with the University of Hawai'i's Strategic Plan to produce qualified and competent teachers for Hawai'i's early childhood community. As the only formalized training program on O'ahu, the ECED program serves to meet a critical workforce shortage in Hawai'i by creating open-access learning opportunities to support Hawai'i's early learning workforce needs. The Hawai'i Department of Education is preparing to open 5 new public pre-school sites per year starting in 2020, and Governor Ige just proposed 300 new public pre-school classrooms for the 2019-2021 biennium budget. The projected increase highlights the need for a pipeline of early learning professionals.</p>	<p>The CA will continue to be offered and will be modified to include courses that are prerequisites for UH West O'ahu's Bachelor's in Social Science, Early Childhood Education concentration degree for students with an AA or AS in another field who want to enter the UHWO's degree program. The new certificate will have 31 credits, which would meet the National Education for the Education of Young Children's teacher education qualifications for degreed professionals entering from another industry. If the CA student graduate numbers were to be combined with AS graduate numbers, this would not be considered a small program.</p>	<p>Continuation of program.</p>
<p>Fashion Technology (CA/AAS)</p>	<p>The Fashion Technology program is local and nationally recognized as an educational leader in Hawai'i's fashion and design community. It has been featured in national television shows and has educated top local and national designers. The program provides training for students to enter careers in design and merchandising.</p>	<p>To address the decline in degree and certificate completion, the College will continue to offer the program and require the program to restructure current certificate offerings and implement early college high school recruitment strategies. In 2018, the program was awarded a three-year Perkins grant to improve student persistence and completion through the implementation of comprehensive student support services, industry engagement opportunities, and early college high school coursework. These efforts are being implemented and will be evaluated to determine programmatic impact. If the CA student graduate numbers were to be combined with AAS graduate numbers, this would not be considered a small program.</p>	<p>Continuation of program.</p>
<p>Human Services (CA/AAS)</p>	<p>The Human Services program has maintained strong academic program quality through relevant academic coursework, required service learning opportunities, and guided transfer pathways to UH Mānoa, UH West O'ahu, and</p>	<p>Hon CC plans specific improvements to implement program advising sessions for all new and continuing Human Services student majors. Program faculty will also work closely with the</p>	<p>Continuation of program.</p>

	non-UH 4-year Colleges. The program prepares graduates for a variety of paraprofessional positions within the human services and social work fields. Projected employment within the State of Hawai‘i indicates a strong, faster than average growth, particularly in the “Community and Social Service Occupation (SOC 21-0000).”	Division Chair to identify opportunities to restructure current certificate offerings and improve alignment with industry partners. The Division Chair and program faculty will also use the required internship courses to identify whether or not students are being hired before graduation due to the high workforce demands. If the CA student graduate numbers were to be combined with AS/AAS graduate numbers, this would not be considered a small program.	
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Kapi‘olani Community College Small Program Analysis 2017-2018

Small Program	Review	Actions Taken	Recommendation
Hawaiian Studies Associate in Arts (HWST-AA)	The HWST-AA program was recently approved as an established program in 2017 and is part of Kapi‘olani’s and the UH System’s Hawai‘i Papa o Ke Ao plan of being a model indigenous-serving institution. We do not anticipate additional costs to continue the program, as HWST-AA program faculty and courses are part of the Liberal Arts AA program. Although program completion numbers are small, there is a steady growth in enrollment	To improve retention and graduation rates, we have focused efforts on Native Hawaiian part-time students and have dedicated student support services to provide resources and assistance in the form of scholarships, Food Pantry, and other support to help them to succeed	Continuation of program.
Respiratory Care (AS)	The Respiratory Care program is the only degree credential (AS) in the state of Hawai‘i which leads to national board certification as a Registered Respiratory Therapist (RRT). Students who graduate with an AS degree may then transfer to UHWO to complete a BAS degree in Respiratory Care. These past three years, students who graduated from the program had a 100% board exam pass rate and a job placement rate between 94% to 100%.	16 students graduated from the program in 2018, 13 students in 2017, and 15 students in 2016. Students do their final clinical internship during Summer Sessions I and II. The AS degree is conferred each year in August which might account for any discrepancies in tabulating the number of successful program completers.	Continuation of program.
Educational Paraprofessional (AS)	The program is under review and went from 25 students four years ago, down to five students two years ago, and now back up to 21 students. There is a CO and an AS in EDPA-SLT.	There is a CO and AS in EDPA-SLT that will be undergoing an internal name change to better reflect the TESOL training program. An MOA with the DOE is currently in the works which will fully fund teachers to complete SLT coursework to become highly qualified, licensed ESL teachers. The MOA is expected to support 40 teachers each fall and the program will expand.	Continuation of program.
Mobile Intensive Care Technician (CA and AS)	The Mobile Intensive Care Technician Program is dependent upon the needs of the state for paramedics, and classes are provided upon request. Students typically complete the CA which allows them to sit for the national paramedic licensing exam to meet the requirements for employment, as not all	In conjunction with the Department of Health, the faculty and administration are working to determine a year-round training schedule to match the needs of the state on Hawai‘i, Maui, Kaua‘i, and O‘ahu.	Continuation of program.

	students continue on to complete the General Education requirements for an AS degree.	<p>If the CA and AS graduate numbers were to be combined, this would not be considered a small program.</p> <p>Program records indicate that in 2016, there were 11 students who completed the CA; 18 students received the CA in 2017; and 19 students received their CA in 2018.</p> <p>Before the CA or AS degree is conferred, students must first complete both a written board exam and a day-long psychomotor skills exam. These exams are at times scheduled outside the normal academic year which might account for any discrepancies in tabulating the number of successful program completers.</p>	
Dental Assisting (CA)	The two-semester CA program is accredited by the Commission on Dental Accreditation. Graduates are eligible to take the national exam to become certified dental assistants.	The current DENT CA includes 13 credits of GEN ED coursework. The CA is only awarded upon completion of all DENT courses (2 semesters) <i>and</i> the GEN ED requirements. Subsequently, the CA completers numbers have been low. A Program Change Proposal to remove the GEN ED requirements, which are not required for CODA accreditation, was submitted to the Curriculum Committee in Fall 2018. The program also informed the Commission on Dental Accreditation of the changes and is awaiting approval from the system for the substantive changes.	Continuation of program.
Information Technology (APC)	Students are dual- enrolled at UH West O'ahu and transfer prior to degree completion.	<p>A new ABIT articulation agreement with UH Maui College (includes APC units) was recently signed.</p> <p>There will also be a new upcoming BA IT articulation agreement with the University of Phoenix (will include APC units).</p> <p>We are developing a marketing strategy aimed at current and past students.</p>	Continuation of program.
Culinary Arts (APC)	The program was housed in an interim facility which did not support the full capacity/cohort of students. Due to the strong economy, all of our two-year and APC students are highly valued and targeted by the food industry for	<p>CIP classroom facility was completed in 2017.</p> <p>Currently, the department has engaged in a push for marketing the APC program. The Kap CC</p>	Continuation of program.

	<p>employment. On a weekly basis, we receive multiple inquiries from culinary businesses about hiring our students. The additional training these Advanced Professional Certificate students obtain puts them in high demand. Our graduation numbers have been steady over the strong economic years which indicates the value students perceive of the APC pathway. Historically, Kap CC students contribute to the highest percentage of enrollment in this certificate. The program is currently focused on improved marketing of the Advanced Professional Certificate to our sister colleges. In addition, as the economy slows, our expectation is that the APC program becomes the first choice in advanced culinary training. Several of the Culinary APC courses also serve to fulfill requirements for the APC Hospitality pathway.</p>	<p>culinary faculty have set up an engagement taskforce to increase awareness of various programs including the APC. The Kap CC marketing coordinator has helped tremendously in marketing the APC program over social media, highlighting capstone projects within the APC courses. We have engaged our sister culinary programs in our advisory meetings and encouraged more collaboration utilizing CIP facilities in hopes of attracting new students from their campuses. We have also partnered with the food industry to promote the APC pathway including video segments with KHON's Take 2 and Living 808, and competitions with large corporate sponsors including 7-Eleven, Kings Hawaiian and Stella Artois. Through these avenues, we are attempting to make a strong push to market our program.</p>	
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Kaua'i Community College Small Program Analysis 2017-2018

Small Program	Review	Actions Taken	Recommendation
Auto Body Repair & Painting Certificate and Associate		Action was taken to terminate the program.	This program has been terminated.
Carpentry Technology (CARP) Certificate and Associate	Industry demand is high and the program is important for meeting current workforce needs.	For increased efficiency and effectiveness, the program is being merged with the Electrical Installation and Maintenance Technology (EIMT) and the Facilities Engineering Technology (FENG) programs. Enrollment increases are anticipated through the merger of three programs and recruitment efforts with both industry and high schools (Construction Academy and Early College).	The program will be merged with Electrical Installation and Maintenance Technology (EIMT) and Facilities Engineering Technology (FENG) to form a Building Construction Technology program.
Electrical Install & Maint, Tech	See Carpentry Technology	See Carpentry Technology	Merge with Carpentry Technology (CARP)and

Certificate and Associate			Facilities Engineering Technology (FENG).
Business Certificate and Associate	This provisional program has high demand with over four times the amount of new and replacement positions (county prorated 190) than there are current majors (42). The number of majors has been steadily increasing.	The program works closely with an advisory board to ensure industry relevance. With recruitment efforts at school career days, college fairs, professional organizations, and promotions at college and community events the number of majors, and consequently graduates, is expected to increase. The program is also exploring DE options.	Continuation of program.
Hospitality and Tourism Certificate and Associate	Demand for this program is healthy but low unemployment rates are contributing to a decline in majors. However, the number of classes taught has increased in association with Early College demand.	Efforts to market to Early College high schools, industry partners, and the community at large continue. The program expects five Kaua'i High School certificate graduates in spring 2019. Additionally, the program has sought to renew its articulation agreement with UHWO.	Continuation of program.
Electronics Technology Certificate and Associate	This program was created to meet the demand for technicians on Kaua'i with local employers still actively seeking program graduates and additionally soliciting Cyber training options.	The program is working to increase enrollment by reaching out to high tech employers currently sending staff to O'ahu for training, increasing engineering courses offered via DE, and through involvement in high profile projects such as the IMUA project/the Hawai'i Space Grant Consortium.	Continuation of program.
Early Childhood Education Certificate and Associate	Despite indicators showing this program's demand is cautionary, the college regularly receives solicitations for graduates and regular contact with local employers shows workforce demands are not being met.	The program increased the number of courses it can offer in DE format. Math 100 has been a barrier to completion so students are being encouraged to take math early and to utilize support services to increase on-time graduation.	Continuation of program.
Medical Assisting Certificate	This program helps to meet a critical workforce need and boasts 100% job placement over the last two years. MAs are listed as a top five high demand occupation and one of the fastest growing healthcare workforce needs in Hawai'i with 377 unique state job postings in 2018.	The program has submitted a substantive change inquiry with ACCJC to deliver the program in a collaborative with UHMC. Lectures will be provided remotely by Kau CC and lab/clinical will occur on Maui. Kau CC will be the home campus for program students and graduates. Additionally, Perkins funding is being sought to support this collaborative.	Continuation of program. The program will grow through a collaborative with UHMC (a merging of resources).

Accounting Certificate	This program has a historically high demand for its graduates who fill a diversity of employer needs such as brokerage clerks, payroll clerks, statistical assistants, bookkeeping, accounting, auditing clerks, and tax and budgeting assistants. Additionally, 31 students transferred to UH 4-year institutions in the most recent five-year period.	The program has established an articulation agreement with UHWO, and with increased tutoring support for students, has improved course completion rates to an average of 74%, and persistence rates (fall to spring) have increased from 33% to 55%. The program created new brochures, revamped its website, increased interactions with professional partners, and is strengthening its high school connections.	Continuation of program.
Hawaiian Studies Associate	This culturally and historically significant program helps to deliver on the universities' commitment to being a premier indigenous serving institution and to deliver on the Hawai'i Graduation Initiative for increasing the number of native Hawaiian graduates.	The program is working to increase the number of both majors and graduates. Construction projects for improved learning spaces are underway.	Continuation of program.
Natural Science Associate	This program serves to meet the demand for more STEM graduates and is part of a consortium of ASNS degrees for the UHCCs being presented to the board in movement from provisional to established.	There are several grant projects underway that aim to increase the number of STEM majors and graduates by exposing students to science opportunities, building confidence, and enhancing support for increased success. By having multiple science pathways housed under one degree, theoretically this is a type of merger for increased viability.	Continuation of program.
Automotive Mechanics Technology Associate	This is a high demand program with NATEF certification. The program experienced a recent decrease in successful completion when changes in math design proved a barrier to student completion and success.	Measures are in place to help students successfully complete their math course and move to degree completion. Early warning indicators have improved collaboration between MATH and AMT faculty for increased student success.	Continuation of program.
Culinary Arts Associate	This program also serves to meet a high demand workforce need. The program runs as a cohort of 20 students, and courses are completed sequentially in order to meet all required ACFEF accreditation competencies. However, some students stop out after earning a certificate of competency or achievement and may also obtain job placement prior to degree completion.	Faculty serve on the Integrated Student Success Committee and participate in initiatives to enroll students and assist with onboarding. For purposes of recruitment, faculty have outreach activities with Kaua'i High School for mentoring, conducting demonstrations, and engaging students with interest in the culinary arts.	Continuation of program.

Leeward Community College Small Program Analysis 2017-2018

Small Program	Review	Actions Taken	Recommendation
Business Technology (AS/CA)	The Business Technology program has met a specific need for skills training in support positions in an office setting. After a peak in 2011-2012, the number of majors and graduates has been on the decline. A large number of students leave the program after receiving the Certificate of Competence.	After a program review, the program curriculum for the AS and CA in Business Technology were revised in Fall 2018. The certificate was reduced from 33 credits to 31 credits to be effective fall 2019. The Cooperative Education course was moved from the CA to the AS in Business Technology as it is a capstone course. Revisions to the specializations in the AS in Business Technology were also made. The program is continuing to be reviewed for possible name change and other curriculum changes.	Continuation of program.
Digital Media Production (CA only)	The CA in Digital Media Production is a recent addition to the program. Since its addition, the numbers of certificates awarded has increased.	The auto-credentialing of certificates has been added for the CA in Digital Media Production. Several of the DMED courses in the CA were offered every other semester but are now consistently offered every semester. We expect the number of certificates awarded to continue to increase.	Continuation of program.
Management (CA only)	During the program review, it was determined the CA in Management had a course requirement that was not required for the AS degree. This course, MKT 130, had been added for stackable certificates created for the Western Association of Food Chains (WAFC) training program. Students earning the AS in Management were not eligible for the CA in Management unless they took this additional course.	The CA in Management curriculum has been modified to make MKT 130 optional and the CA was revised to 24 – 27 credits. Any student earning the AS in Management degree will now also be awarded the CA in Management. We expect the number of CA awardees will increase in the next few years.	Continuation of program.
Plant Biology & Tropical Agriculture (AS/CA)	The Plant Biology & Tropical Agriculture (PBT) Program started in Fall 2014. While there is strong demand from industry partners for the program, the number of majors and graduates have been low, though slowly increasing.	The PBT program is now included as part of the auto-credentialing that has been in place for other programs. Program faculty will begin recruiting students from local high schools and advertising the program to current UH students interested in sustainability. A new Certificate of Competence in Aquaponics Technician was created which should attract students into the PBT degree program.	Continuation of program.

Small Program	Review	Actions Taken	Recommendation
Television Production (AS/CA)	The Television Production program has been identified as a program with a small number of graduates for several years due to its three-semester long cohort model. A review of the program shows that in addition to the small cohort size, the number of majors continues to decrease. Demand for TV Production graduates remains stable, but interest in the program seems to be waning.	The Television Production program used the past year to review what would be required to merge with the Digital Media Production program to ensure its long-term viability. The initial review has been completed, and plans for a merged curriculum are now under development. The merging of the two programs is planned within the next two years. Additionally, the CA in TV Production has not been auto-credentialed as in other programs. The auto-credential action was added for the CA in Television Production in 2018.	Plan to merge with Digital Media Production.

UH Maui College Small Program Analysis 2017-2018

Small Program	Review	Actions Taken	Recommendation
Auto Body Repair and Maintenance (AAS)	Enrollment and graduation rates have been low for several years.	In the Process of stopping this program out. Not taking in new students. The UHMC Office of Continuing Education and Workforce Development is pursuing short term noncredit training to serve this industry.	Stop out program.
Fashion Technology (AAS)	This program has had historically low enrollments and graduation rates. For this reason, the viability of this program is now under consideration.	In the process of determining whether or not the program will be continued.	To be determined.
Agriculture and Natural Resources (AAS)	The enrollment is low due to a downtick in the local agriculture economy.	The program is partnering with Mahi Pono, the company that recently purchased 41,000 acres from Alexander and Baldwin, to train its workforce. Mahi Pono plans to establish GMO free diversified agriculture on Maui and anticipates hiring approximately 1,000 new workers.	Continuation of program.
Cultural and Natural Resource Management (AAT)	The Associate in Technical Studies (ATS) is a two-year Career and Technical Education (CTE) degree of at least 60 credits that provides students with skills and competencies for gainful employment. This program combines existing courses from existing CTE programs to help students meet very unique employment opportunities – such as Cultural and Natural Resources Management. This one way to meet local employment needs without the expenditures of a new CTE program. The enrollment in this program is always very low. However, the courses that support this program will have more robust enrollment, since those courses support other degree and certificate programs.	We are very careful when developing this program path for individual students to make sure there are employment opportunities upon completion of the program. We plan to continue with this practice.	Continuation of program.

Associate of Science in Natural Science (ASNS)	The ASNS program began in 2011 and remains a “provisional” program until deemed “permanent” in Spring 2019 – late due to a serious health issue with the program coordinator. It supports UHMC’s and UHCC’s commitment to increasing STEM graduation rates and transfer to baccalaureate STEM programs. We do not anticipate additional costs to continue the program, as ASNS program faculty and courses are part of the Liberal Arts AA program.	To improve degree completion rates, time is needed to fully establish and promote the program. UHMC plans to continue seeking federal and private grants to build capacity and enrollment in engineering (e.g., PEEC II). Such grants support curriculum development, recruitment of students, mentoring of students, and providing undergraduate research opportunities in STEM and the ASNS program. The ICT and Engineering paths were only established at UHMC in the past couple years, thereby allowing the college to offer all four ASNS paths.	Continuation of program.
Dental Hygiene (AS)	Dental Hygiene only admits a new cohort of students once every two years. Nearly 100 percent of the students admitted into the program graduate and are subsequently hired into high paying jobs as Dental Hygienists.	We have increased the number of students admitted into the program from 10 to 16 every two years.	Continuation of program.
Applied Business and Information Technology (BAS)	With 14 graduates last year, the graduation rate is improving. We anticipate that this trend will continue.	As was the plan when ABIT was granted established status, the program has been approved by WASC for statewide online delivery. Toward this end, UHMC and Kap CC recently signed an articulation agreement that we believe will bring 20 to 30 Kap CC students annually into the upper division of the ABIT program. We anticipate establishing other agreements with other community colleges in Hawai‘i. This should result in a significant increase in the number of ABIT graduates.	Continuation of program.
Sustainable Science Management (BAS)	The SSM program has maintained strong enrollments for the past couple of years. Unfortunately, many of the students attend part time so time to graduate is more than four years. The program is close to meeting the ten student threshold but needs to do a better job moving students through to graduation. The program would also benefit from attracting more students.	The SSM program is beginning to develop its classes for distance delivery. Moving in this direction is a goal of the program and UH System. Since the program is unique in Hawai‘i moving to a distance delivered program should increase the number of majors and graduates. Moreover, this would remove place and time challenges making it easier for current students to graduate.	Continuation of program.