

**UNIVERSITY OF HAWAI'I**  
**ACADEMIC PROGRAM ACTIONS**  
**STATUS REPORT**  
**1997-1998**

**UNIVERSITY OF HAWAI'I  
ACADEMIC PROGRAM ACTIONS, 1997-1998  
EXECUTIVE SUMMARY  
JUNE 1998**

**INTRODUCTION**

University of Hawai'i Board of Regents and executive policies provide for the establishment and review of academic programs at all campuses of the University of Hawai'i System. This report provides information on the current status of new and provisional programs and the review of established programs at the UH-Community Colleges, UH-Hilo, UH-Mānoa, and UH-West O'ahu. Reviews conducted in other areas, such as student services, research, etc., are handled separately. Act 161 (HRS §304-4.5) calls for the periodic review of programs at each campus to determine whether the programs are operating for the purposes originally established and are consistent with the benchmarks adopted by the Board of Regents.

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, Unit, and University missions. Highlights of Board of Regents and University actions relating to program reviews are as follows.

***NEW PROGRAM AND CERTIFICATE ACTIONS***

***New Academic Programs Approved by the Board of Regents (7)***

1. BS, Astronomy, UH Hilo, BOR approval on July 18, 1997, effective fall 1997.
2. CC, Business Technology, Windward Community College, BOR approval on July 18, 1997, effective August 25, 1997.
3. BS, Global Environmental Science, UH Mānoa, School of Ocean & Earth Science & Technology - Department of Oceanography, BOR approval on October 10, 1997, effective fall 1998.
4. BA, Information & Computer Science, College of Natural Sciences - Department of Information & Computer Sciences, BOR approval on February 20, 1998, effective fall 1998.
5. AS/CA, Travel and Tourism, Kapi'olani Community College, BOR approval on March 20, 1998, effective March 21, 1998.
6. AS, Commercial Aviation, Honolulu Community College, BOR approval on May 22, 1998, effective August 17, 1998.
7. PhD, Nursing, UH Mānoa, School of Nursing, BOR approval on June 19, 1998.

***New Program and Certificate Actions Approved by Campus Administration (9)***

1. ASC, Psycho-Social Developmental Studies, Windward Community College, SVP/Chancellor approval on March 10, 1997.

2. ASC, Hawaiian Culture, Kaua'i Community College, SVP/Chancellor approval on April 24, 1997.
3. ASC, Hawaiian/Pacific Studies, Kapi'olani Community College, SVP/Chancellor approval on May, 21, 1997.
4. Certificate, Tropical Forestry, UH Hilo, SVP/Chancellor approval on April 29, 1998.
5. ASC, Asian Studies, Kapi'olani Community College, SVP/Chancellor approval on December 2, 1997.
6. ASC, Hawaiian Studies, Windward Community College, SVP/Chancellor approval on January, 5, 1998.
7. Certificate, International Studies, UH Hilo, SVP/Chancellor approval on May 6, 1998.

In addition to the above, the UH Hilo SVP/Chancellor approved Authorization to Plan for Tropical Forestry in August 1997; BA, Administration of Justice on February 9, 1998; Masters, Counseling Psychology on March 19, 1998.

#### ***PROVISIONAL PROGRAM AND CERTIFICATE ACTIONS***

***Number of Provisional Programs (42)*** NOTE: 11 UHCC, 2 UHH, 29 UHM, 0 UHWO

In addition to the seven new programs and/or certificates approved by the BOR and the six administratively approved certificates in the past year, there are 42 ongoing provisional programs system-wide.

Campus	#	Programs
<b><i>UH-Community Colleges (11)</i></b>		
•Hawai'i Community College	1	AAS/CA, Early Childhood Education
•Honolulu Community College	5	AAS/CA, Diesel Mechanics Technology--Marine Diesel, and Maintenance and Repair; AAS/CA, Drafting Technology--Architectural, and Engineering; AAS, Electronics Technology--Marine Electricity and Electronics; AAS, Marine Technologies--Boat Maintenance and Repair; AAS, Marine Technologies--Marine Mechanics
•Kapi'olani Community College	1	Advanced CA, Diagnostic Medical Sonography
•Kaua'i Community College	2	AS/CA, Early Childhood Education; AAS/CA, Electronics Technology
•Leeward Community College	1	AS, Television Production

<b>Campus</b>	<b>#</b>	<b>Programs</b>
•Maui Community College	1	AS, Electronics and Computing Engineering Technology-- Computing Engineering Technology; AS/CA, Electronics and Computing Engineering Technology--Electronics Engineering Technology
<i>UH Hilo (2)</i>	2	BA, Marine Science; BSN, Nursing
<i>UH Mānoa (29)</i>		
•Arts and Humanities	2	PhD, Music; Graduate Certificate, Religion
•Languages, Linguistics & Literature	3	PhD, English; BA, Korean; PhD, Second Language Acquisition
•Natural Sciences	4	BS, Botany; PhD, Computer Science; BS, Microbiology; BS, Zoology
•Social Sciences	4	BA, Ethnic Studies; MPA, Public Administration; Graduate Certificate, Resource Management; Undergraduate Certificate, Women's Studies
•Academic Affairs	1	Undergraduate Certificate, Peace Studies
•Business Administration	1	PhD, International Management
•Business Administration & Public Health	1	Graduate Certificate, Business for Public Health Students
•Education	1	Post-Baccalaureate Certificate, Secondary Education
•Engineering	2	PhD, Civil Engineering; Graduate Certificate, Construction Engineering and Management
•Hawaiian, Asian & Pacific Studies	1	Graduate Certificate, Chinese, Korean, Japanese, Philippine, South Asian & Southeast Asian Studies
•Ocean & Earth Science & Technology	2	Graduate Certificate, Maritime Archaeology & History; Graduate Certificate, Ocean Policy
•Public Health	3	Center on Aging; Graduate Certificate, Gerontology; Undergraduate Certificate, Aging
•Social Work	1	PhD, Social Welfare
•Travel Industry Management	1	BS, Travel Industry Management
•Tropical Agriculture & Human Resources	2	Center on the Family; BS, Tropical Horticulture

***Actions on Provisional Programs Approved by the Board of Regents***

1. Established status granted to one provisional program  
  
AS, CA Early Childhood Education, Kaua'i Community College, BOR approval on September 12, 1997, effective fall 1997.
2. Termination of one provisional program  
  
AS, CA Graphic Arts, Honolulu Community College, BOR approval on March 20, 1998, effective July 24, 1998.

***ESTABLISHED PROGRAM AND CERTIFICATE ACTIONS***

***Number of Programs Reviewed in 1997-98 (105)*** NOTE: 95 UHCC, 3 UHH, 4 UHM, 3 UHWO

***Actions on Established Programs Approved by the Board of Regents***

1. Change in designation for three degrees
  - a. From AAS to AS in Occupational Environmental Safety Management, Honolulu Community College, BOR approval on January 16, 1998, effective January 19, 1998.
  - b. From AAS to AS in Human Services, Maui Community College, BOR approval on January 16, 1998, effective January 19, 1998.
  - c. From AAS to AS in Early Childhood Education, Kaua'i Community College, BOR approval on January 16, 1998, effective January 19, 1998.
2. Change in name for one division  
  
From Division of Business Administration and Economics to School of Business, University of Hawai'i at Hilo, BOR approval on March 20, 1998, effective immediately.
3. Consolidation of one program  
  
Drafting Technology with Engineering Technology, Honolulu Community College, provisional BOR approval on May 24, 1996.
4. Stop out of one program  
  
Professional Diploma, College or Education, University of Hawai'i at Mānoa, BOR approval on May 20, 1997.
5. Termination of seven programs
  - a. AS/CA in Machine Shop Technology, Hawai'i Community College, BOR approval on May 24, 1996, effective fall 1996.

- b. CA in Advanced Automotive Technology, Honolulu Community College, BOR approval on June 20, 1997, effective fall 1997.
- c. AAS in Ship Repair, Honolulu Community College, BOR approval on June 20, 1997, effective August 25, 1997.
- d. AAS/CA in Accounting, Windward Community College, BOR approval on July 18, 1997, effective August 24, 1998.
- e. AAS/CA in Finance, Windward Community College, BOR approval on July 18, 1997, effective August 25, 1997.
- f. AAS/CA in Office Administration and Technology, Windward Community College, BOR approval on July 18, 1997, effective August 24, 1998.
- g. Undergraduate Certificate in Dental Hygiene, School of Nursing, University of Hawai'i at Mānoa, BOR approval on October 10, 1997, effective end of Spring 1998 semester.

***Action on Established Programs Approved by Campus Administration***

- 1. Change in name for two departments
  - a. From Department of Speech and Communication to Department of Communication, University of Hawai'i at Hilo, Chancellor approval on December 4, 1997, effective immediately.
  - b. From Department of Obstetrics and Gynecology to Department of Obstetrics, Gynecology and Women's Health, John A. Burns School of Medicine, University of Hawai'i at Mānoa, President approval on August 29, 1997.
- 2. Change in name for three programs
  - a. From Sales and Marketing to Marketing, Hawai'i Community College, SVP/Chancellor approval on November 13, 1997, effective fall 1998.
  - b. From Library and Information Studies to Library and Information Science, Department of Information and Computer Science, College of Natural Sciences, University of Hawai'i at Mānoa, SVP/EVC approval on February 9, 1998, effective February 9, 1998.
  - c. From Commercial Arts to Communication Arts, Honolulu Community College, SVP/Chancellor approval on March 23, 1998, effective August 25, 1998.
- 3. Change in name for two degrees
  - a. From BA degree in Speech and Communication to BA degree in Communication, Department of Speech and Communication, University of Hawai'i at Hilo, Chancellor approval on September 29, 1997, effective immediately.
  - b. From master's degree in Library and Information Studies to Library and Information

Science, Department of Information and Computer Science, College of Natural Sciences, University of Hawai'i at Mānoa, SVP/EVC approval on February 9, 1998, effective February 9, 1998.

4. Stop out of one program

AAS/CA, Data Processing, Hawai'i Community College, SVP/Chancellor approval on October 7, 1996, effective fall 1997.

5. Termination of two specializations

a. BEd in Secondary Education, Art Education Specialization, College of Education, University of Hawai'i at Mānoa, SVP/EVC approval on August 4, 1997.

b. BEd in Secondary Education, English as a Second Language Specialization, College of Education, University of Hawai'i at Mānoa, SVP/EVC approval on August 11, 1997, effective August 11, 1997.

### ***PROGRAM REVIEW POLICY***

University policy governing academic program approval and review is set forth in four documents.

1. Board of Regents' Bylaws and Policies Section 5-1.a (1), (2), (3), relating to *New Programs and Established Programs*.
2. Executive Policy E5.201, *Approval of New Academic Programs and Review of Provisional Academic Programs*.
3. Executive Policy E5.202, *Review of Established Programs*.
4. Executive Policy E5.205, *Academic Minors and Certificate Credentials*.

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, Unit, and University missions. Highlights of University policy provisions relating to program reviews are as follows:

- New programs are authorized by the Board of Regents and become provisional upon approval.
- A provisional program is reviewed for continuation as an established program after its first cycle. Program continuation involves BOR action. The provisional cycle is the number of years it takes a student to complete the program, but not less than two years. In the year following the provisional cycle, a review is conducted.
- Established programs are reviewed on a five-year cycle at the UH-Community Colleges and a seven-year cycle at UH-Hilo, UH-Mānoa, and UH-West O'ahu.
- Termination of provisional and established programs involves Board of Regents action.

- Senior Vice Presidents and Chancellors/Executive Vice Chancellor are authorized to approve program stop outs--a halt to admissions to the program--for not more than two years.
- Senior Vice Presidents and Chancellors/Executive Vice Chancellor at baccalaureate degree campuses are authorized to recognize academic minors in Board-authorized baccalaureate degree programs.
- Senior Vice Presidents and Chancellors/Executive Vice Chancellor are authorized to approve changes to academic minors in Board-authorized baccalaureate degree programs.
- Senior Vice Presidents and Chancellors/Executive Vice Chancellor are authorized to approve changes to academic program titles to maintain currency in terminology assuming no substantive change in the program or service group. SVP/Chancellors may also approve certificates of completion at the Community Colleges, and at all campuses they may approve subject certificates that recognize work taken within (or among) existing Board-authorized academic programs.

### ***PROGRAM REVIEW PROCESS***

The University of Hawai'i Community Colleges utilized the Program Health Indicators Model for the review of 95 academic programs in 1997-98. Major sections of the resulting program report provide descriptive information about the development and history of a program, program goals, program faculty and advisory committees, admission and degree requirements, courses offered in the most recent academic year and course enrollments, program performance indicators, including graphic representation of program performance on selected indicators relative to pre-established norms, and finally, an analysis of the program outcomes. Three major clusters of program performance indicators are utilized, reflecting program demand, program efficiency, and program outcomes.

At Hilo, academic program review goes beyond self study. It also includes (1) a summary appraisal that involves analysis of the strengths and weaknesses of the program, opportunities for program expansion and development, as well as program constraints; (2) action planning; and (3) administrative/departmental agreement on substantive change and resource allocation.

At Mānoa, a representative faculty body, the Council of Program Review (COPR), conducts systematic assessments of established academic programs every seven years. For each review, a self-study report is completed and an hoc review team evaluates the program, the findings and recommendations are presented to the full Council, and an exit interview is held with the dean and the two senior vice presidents to discuss the Council's recommendations and to agree on actions needed to remedy any deficiencies or maintain current quality. One year after the review, departments report to the senior vice presidents via their deans on progress made in implementing the recommendations of the Council. In 1997-98, the review of the self-study report by COPR was suspended to devote limited staff resources to the preparation of the Mānoa Strategic Plan and the self study required for reaccreditation.

West O'ahu began the program review process for its three established programs in FY 1997-98. The review includes (1) review and revision of program and specialization learning objectives; (2) definition of expected student learning outcomes upon graduation; (3) collection and analysis of data; and (4) reaffirmation and/or modification of curricula and courses to assure cohesiveness of program offerings in line with expected learning outcomes.