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UNIVERSITY OF HAWATE PRESIDENT'S OFFICE December 21, 2007

#### **MEMORANDUM**

**TO:** Allan R. Landon

Chairperson, Board of Regents

VIA: David McClain

President

FROM: Linda K. Johnsrud Wolfe Show-

Vice President for Academic Planning and Policy

SUBJECT: INFORMATION ITEM: ACADEMIC PROGRAM ACTIONS STATUS REPORT,

2006-2007

In accordance with Board and Executive policy, I am pleased to transmit for the Board's information a report on academic program actions made by the Board or by campus administrators during 2006-2007. This report provides information on the current status of new and provisional programs and the review of established programs at the UHM, UHH, UHWO, and UH Community Colleges. 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 and university missions.

The report is in several sections:

- An introduction which highlights the University policies related to academic program approval and review;
- Sections on academic program actions for New Programs and Certificates, Provisional Programs and Certificates, Established Programs and Certificates, Other Academic Actions and Review of Established Programs.

The Chief Academic Officers and I would be pleased to respond to questions at the Board's convenience.

#### **Enclosure**

c: Interim Executive Administrator/Secretary BOR Pang Council of Chancellors

OVPAPP Managers

Vice Presidents
Council of Chief Academic Officers

# UNIVERSITY OF HAWAI'I ACADEMIC PROGRAM ACTIONS REPORT, 2006-2007 (Updated: 12/21/07)

#### 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 regarding academic program actions during the 2006-2007 AY at UH Manoa, UH Hilo, UH West Oʻahu, and the UH Community Colleges. 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.

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.

Highlights of University policy provisions relating to academic program 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 at least once every five years (comprehensive review) at the UH Community Colleges and on a five- to seven-year cycle at UH Hilo, UH Manoa, and UH West O'ahu.
- Termination of provisional and established programs involves Board of Regents action.
- The President may approve changes to academic program titles to maintain currency in terminology assuming no substantive change in the program or service group.

- Chancellors are authorized to approve program stop-outs—a halt to admissions to the program—for not more than two years.
- Chancellors at baccalaureate degree campuses are authorized to recognize academic minors in Board-authorized baccalaureate degree programs.
- Chancellors are authorized to approve changes to academic minors in Board-authorized baccalaureate degree programs.
- Chancellors are authorized to approve certificates of completion at the Community Colleges and subject certificates at all campuses that recognize work taken within (or among) existing Board authorized academic programs.

A summary of Board of Regents and University actions relating to new, provisional, and established programs including a summary of the program reviews for 2006-2007 are listed below. A list of abbreviations is provided as Attachment 1, and the URL web link to the University's official *Master List of Curricula Offered, Fall 2006*, is located in Attachment 2.

# UNIVERSITY OF HAWAI'I ACADEMIC PROGRAM ACTIONS REPORT, 2006-2007 (Updated: 12/21/07)

#### I. New Program and Certificate Actions

- A. New Academic Programs Approved by the Board of Regents
  - 1. BA, Women's Studies, UH Mānoa, Approved by BOR, 05/17/07.
  - 2. Graduate Certificate, Public Policy, UH Mānoa, Approved by BOR, 07/21/06.
  - 3. BBA, Accounting, UH Hilo, Approved by BOR, 05/2007.
  - 4. Pharm D., Pharmacy, UH Hilo, Approved by BOR, 11/2006.
  - 5. BAS, UH West O'ahu, Approved by BOR, 11/2006.
  - 6. BEd, Elementary Education, UH West O'ahu, Approved by BOR, 01/2007.
  - 7. AS, Natural Science with concentrations in Life Science and Physical Science, Kapi'olani CC, Approved by BOR, 03/15/07.
  - 8. AS, Electronics Technology, Kaua'i CC, Approved by BOR, 09/22/2006.

#### B. New Certificates and Minors Approved by Campus Administration

- 1. Undergraduate Certificate, Pidgin and Creole Studies, UH Mānoa, Approved by Chancellor, 05/30/07, effective date 05/30/07.
- 2. CC in Agriculture, with a concentration in Farm Worker, Hawai'i CC, Approved by Chancellor, 02/07, effective date Fall 2005.
- 3. CC in Agriculture, with a concentration in Landscape Worker, Hawai'i CC, Approved by Chancellor, 02/07, effective date Fall 2005.
- 4. CC, Customer Service, Kapi'olani CC, Approved by Chancellor, 07/03/2007, effective date Fall 2007.
- 5. CC, Payroll Preparer, Kapi'olani CC, Approved by Chancellor, 02/04/2007, effective date Fall 2007.
- 6. CC, Tax Preparer, Kapi'olani CC, Approved by Chancellor, 02/04/2007, effective date Fall 2007.
- 7. CO, Management, Kapi'olani CC, Approved by Chancellor, 07/03/2007, effective date Fall 2007.
- 8. CO, Entrepreneurship, Kapi'olani CC, Approved by Chancellor, 07/03/207, effective date Fall 2007.
- 9. CO, Database Administration, Kapi'olani CC, Approved by Chancellor, 02/07/2007, effective date Fall 2007.
- 10. CO, Help Desk Services, Kapi'olani CC, Approved by Chancellor, 02/07/2007, effective date Fall 2007.
- 11. CO, Programming, Kapi'olani CC, Approved by Chancellor, 02/07/2007, effective date Fall 2007.
- 12. CO, Retailing, Kapi'olani CC, Approved by Chancellor, 10/02/2007, effective date Fall 2007.
- 13. ASC, International Studies, Kapi'olani CC, Approved by Chancellor, 02/02/2007, effective date Fall 2007.
- 14. CC, Business Essentials, Leeward CC, Approved by Chancellor, 02/08/06, effective Fall 2006.
- 15. CC, Office Coordinator, Leeward CC, Approved by Chancellor, 05/31/07, effective Fall 2007.

- 16. CC, Medical Receptionist, Leeward CC, Approved by Chancellor, 05/31/07, effective Fall 2007.
- 17. CO, Management Foundations, Leeward CC, Approved by Chancellor, 02/08/06, effective Fall 2006.
- 18. CO, Retail Foundations, Leeward CC, Approved by Chancellor, 02/08/06, effective Fall 2006.
- 19. ASC, Accounting, Leeward CC, Approved by Chancellor, 08/01/06, effective Fall 2006.
- 20. ASC, Business Technology, Leeward CC, Approved by Chancellor, 08/01/06, effective Fall 2006.
- 21. ASC, Management, Leeward CC, Approved by Chancellor, 08/01/06, effective Fall 2006.
- 22. ASC, Writing, Leeward CC, Approved by Chancellor, 02/08/06, effective Fall 2006.
- 23. ASC, Writing, Business, and Creative Tracks, Leeward CC, Approved by Chancellor, 05/17/07, effective Fall 2007.
- 24. CC, Medical Assistant I, Maui CC, Approved by Chancellor, 04/03/07, effective date Fall 2004
- 25. CO, Hospitality and Tourism, Maui CC, Approved by Chancellor, 06/12/07, effective Fall 2005.
- C. Authorization to Plan New Academic Programs Approved by Campus Administration
  - 1. PhD, Travel Industry Management, UH Mānoa, Approved by Chancellor, 03/01/07.
  - 2. BBA, Entrepreneurship, UH Mānoa, Approved by Chancellor, 02/16/07.
  - 3. Graduate Certificate, Entrepreneurship, UH Mānoa, Approved by Chancellor, 02/16/07.
  - 4. BBA, Accounting, UH Hilo, Approved by the Chancellor, 01/2007.
  - 5. BS, Marine Sciences. UH Hilo, Approved by the Chancellor, 06/2007.
  - 6. AS, Music and Entertainment Learning Experience, Honolulu CC, Approved by Chancellor, 05/25/06.
  - 7. AS, Natural Science, Kapi'olani CC, Approved by Chancellor, 02/04/07.
  - 8. CA, Veterinary Technology, Windward CC, Approved by Chancellor, 06/27/07.

#### II. Provisional Programs and Certificate Actions

- A. Provisional Programs Granted Established Status by the Board of Regents
  - 1. BA, Administration of Justice, UH Hilo, Approved by BOR, 10/2006.
  - 2. BA, Geology, UH Hilo, Approved by BOR, 10/2006.
  - 3. AS, Commercial Aviation, Honolulu CC, Approved by BOR, 05/2006.
  - 4. AS, New Media Arts, Kapi'olani CC, Approved by BOR, 05/16/07.
  - 5. AS, Digital Media Production, Leeward CC, Approved by BOR, 03/16/06.
  - 6. AA, Teaching, Leeward CC, Approved by BOR, 08/01/06.
- B. Provisional Programs Granted Established Status by Campus Administrators
  - 1. Graduate Certificate, Second Language Studies, UH Mānoa, Approved by Chancellor, 02/15/07.
  - 2. Certificate in Agribusiness Management, UH Mānoa, Approved by Chancellor, 07/26/2007.
- C. Extension of Provisional Program Status by Board of Regents: None

- D. Stop-out of Provisional Programs by Campus Administration
  - 1. AS, eBusiness, Kapi'olani CC, Chancellor approved stop-out for a maximum of two years; effective Spring 2007
- E. Removal of Stop-out of Provisional Program by Campus Administration: None
- F. Termination of Provisional Program by Board of Regents
  - 1. Advanced CA, Diagnostic Medical Sonography, Kapi'olani CC, Terminated by BOR, 05/16/2007.
  - 2. AS in New Media Arts, Information Architecture Specialization only, Kapi'olani CC, Terminated by BOR, 05/16/07.

#### G. Ongoing Provisional Programs

College or School	Program and Credential	Provisional Until / Comments
UH Mānoa		
Architecture	ArchD, Architecture	Fall 2006
Arts & Humanities	Graduate Certificate, Museum Studies	Spring 2007
Business	Undergraduate Certificate, Executive Accounting	Spring 2006; review ongoing, 2007-2008
	MHRM, Human Resource Management	Fall 2005; review ongoing, 2007-2008
	PhD, International Management	Spring 2009; stop-out Fall 2001- Spring 2003; stop-out removed Fall 2003. Review ongoing, 2007-2008
Education	MEd, Early Childhood Education	Spring 2008, provisional status extension approved by BOR 11/17/04. Undergoing review, 2007-2008
	Graduate Certificate, Disability and Diversity Studies	Spring 2007. Undergoing review 2007-2008
Engineering	Graduate Certificate, Telecommunication and Entrepreneurship	Spring 2008; President approved 12/22/05
Hawaiian, Asian and Pacific Studies	MA, Hawaiian Studies (As of July 1, 2007, program within new School of Hawaiian Knowledge)	Fall 2007. Undergoing review
Languages, Linguistics and Literature	MA, Hawaiian (As of July 1, 2007, program within new School of Hawaiian Knowledge)	Fall 2007
	Undergraduate Certificate, Human Language and Computers	Spring 2006; review ongoing 2007-2008

	BA, Korean	Spring 2007; undergoing review 2007-2008
	Undergraduate Certificate, Language Acquisition	Spring 2006; review ongoing 2007-2008
	Undergraduate Certificate, Language and Cognition	Spring 2006; review ongoing 2007-2008
	Undergraduate Certificate, Language of Hawai'i and the Pacific	Spring 2006; review ongoing 2007-2008
	Undergraduate Certificate, Latin America and Iberian Studies	Spring 2006; review ongoing 2007-2008
	Undergraduate Certificate, Linguistics	Spring 2006; review ongoing 2007-2008
	BA, Philippine Language and Literature	Fall 2006. Review completed; to BOR for established status in Spring 2008
	Undergraduate Certificate, Professional Writing	Spring 2006; review ongoing 2007-2008
	Graduate Certificate, Second Language Studies	Review complete. Chancellor approved established status 2/15/07
Law	LLM, Master in Law for Foreign Professionals	Fall 2005; review ongoing 2007-2008
Medicine	MS and PhD, Biomedical Sciences, subfield: Cell and Molecular Biology	Spring 2005; review ongoing 2007-2008
Natural Sciences	PhD, Information & Computer Sciences	Fall 2002, review ongoing
	BA, Information & Computer Sciences	Fall 2002, review ongoing
	BS, Ethnobotany	Provisional until 2009
Social Sciences	Undergraduate Certificate, Human Resources and Organizational Management	Spring 2007. Undergoing review 2008-09
	Undergraduate Certificate, Political Economy	Spring 2007. Undergoing review 2008 – 2009
	Undergraduate Certificate, Social Science and Health	Spring 2007. Undergoing review 2008 - 2009
	Graduate Certificate, Conflict Resolution	Fall 2004, review ongoing
	Graduate Certificate, Advanced Women's Studies	Review completed; to BOR for established status in March 2008
	PhD, Urban and Regional Planning	Spring 2007. Undergoing review 2008 – 2009
	PhD, Communications and Information Sciences (Interdisciplinary)	Review completed; to BOR for established status in Spring 2008
	BA, Women's Studies	Provisional until 2011.
Travel Industry Management	Undergraduate Certificate, Sustainable Tourism	Fall 2006; review ongoing 2007-2008

Tropical Agriculture & Human Resources	BS, Plant & Environmental Biotechnology	Fall 2005; undergoing review 2006-2007
	BS, Natural Resources and Environmental Management	Fall 2005; undergoing review 2006- 2007
	BS, Tropical Plant and Soil	Fall 2005. Review completed; to
	Science	BOR for established status in
		Spring 2008
UH Hilo		
Arts & Sciences	MA, China-U.S. Relations	Provisional till Fall 2007
Arts & Sciences	MA, Counseling Psychology	Provisional till Fall 2007
Arts & Sciences	MS, Tropical Conservation Biology & Environmental Sciences	Provisional till Fall 2007
Hawaiian Language	Post-Baccalaureate Certificate, Indigenous Teacher Education	Provisional till Fall 2008
Arts & Sciences	BA, Performing Arts	Provisional till Fall 2008
Pharmacy	Pharm D, Pharmacy	Provisional till Fall 2013
Business & Economics	BBA, Accounting	Provisional till Fall 2013
Arts & Sciences	BA, Health & Physical Education	Provisional till Fall 2006
UHWO		
Social Sciences	Certificate in Environmental Studies	Fall 2006
Professional Studies	Certificate in Disaster Preparedness & Emergency Management	Fall 2005
Professional Studies	Certificate in Health Care Administration	Fall 2008
Hawaiʻi CC		
	CA, CC, AAS, Hotel Operations	Fall 2007
Honolulu CC		
None		
Kapiʻolani CC		
	AS, eBusiness	Fall 2007
	AS, CA, Exercise & Sport Science	Provisional until fall 2007
	CA, Biotechnician	Provisional until fall 2007
	AS, CC, Educational Paraprofessional	Provisional until fall 2007
	AS, CC, Interpreting: Educational	Provisional until fall 2008
Kauaʻi CC		
None		

Leeward CC		
None		
Maui CC	AAS, CA, Sustainable Technology	Fall 2003 will request established status in 2006-2007 AY. Plans in place to modify program effective Spring 2008
	BAS, Applied Business & Information Technology	Summer 2007
Windward CC		
None		

#### III. Established Programs and Certificate Actions

- A. Changes to Established Programs Approved by the Board of Regents:
  - 1. MA, Classics, UH Mānoa, Terminated by BOR, 10/2006.
  - 2. MA, German, UH Mānoa, Terminated by BOR, 10/2006.
  - 3. MA, Russian, UH Mānoa, Terminated by BOR, 10/2006.
  - 4. AAS to AS, Early Childhood Education, Honolulu CC, Approved by BOR, 07/2006.
  - 5. AAS in Human Services delete 5 of 6 options, maintaining the Community Services option as the curriculum of the AAS degree, Honolulu CC, Approved by BOR, 07/2006.
  - 6. AAS to AS, Electronic Technology Program, Kaua'i CC, Approved by BOR, 06/22/2007.
- B. Changes to Established Programs approved by Campus Administrations
  - 1. Terminations: None.
  - 2. Stop-out of admission in established programs:
    - a. MEd in Counseling and Guidance, UH Mānoa, Stop-out Approved by Chancellor, 04/23/07 till Spring 2008.
    - b. AS, Occupational Therapy Assistant, Kapi'olani CC, Stop-out Approved by Chancellor for a Maximum of Two Years
  - 3. Stop-out of admission to established program removed: None
  - 4. Name Changes:
    - a. Name change from Undergraduate Certificate, Cambodian to Undergraduate Certificate, Khmer (Cambodian), UH Mānoa, Approved by Chancellor, 04/14/07
    - b. Name change from Health & Physical Education to Kinesiology and Exercise Science, UH Hilo, Approved by President, 09/2007.
    - c. Name change from Food Service to AAS in Culinary Arts, Leeward CC, Approved by Chancellor, 04/07/2005; effective Fall 2005.
    - d. Name change from ASC, Pre-ICS to ASC, ICS, Leeward CC, Approved by Chancellor, 04/19/2007; effective Fall 2007.
    - e. Name change from ASC, Pre-Business to ASC, Business, Leeward CC, Approved by Chancellor, 04/19/2007; effective Fall 2007.
    - f. Change program name from Hotel Operations (HOPE) to Hospitality & Tourism (HOST), Maui CC, Approved by President, 06/15/2007.

#### IV. Other Related Academic Actions

- A. Program modifications: Approved by BOR:
  - 1. To establish a School of Hawaiian Knowledge, UH Mānoa, Approved by BOR, 05/2007.
  - 2. To rename the School of Hawaiian, Asian and Pacific Studies to the School of Pacific and Asian Studies to reflect movement of Hawaiian Studies to School of Hawaiian Knowledge, UH Mānoa, Approved by BOR, 05/2007.
  - 3. To establish a Public Policy Center, UH Mānoa, Approved by BOR, 07/2006.
  - 4. Approval of offering of general education and lower division, UH West O'ahu, Approved by BOR, 11/2006.
  - 5. Revision of Mission Statement, UH West O'ahu, Approved by BOR, 11/2006.
- B. Program modifications: Approved by President: None.
- C. Program modifications: Approved by Campus Chancellor
  - 1. Change in Program Requirement of CA, Early Childhood Education, Hawai'i CC, Approved by Chancellor, 12/2006.
  - 2. Change in Program Requirement of AAS/CA, Electrical Installation & Maintenance Tech, Hawai'i CC, Approved by Chancellor, 12/2006.
  - 3. Change in Program Requirement of AAS/CA, Carpentry, Hawai'i CC, Approved by Chancellor, 04/2007.
  - 4. Change in Program Requirement of AS/CA/CC, Business Technology, Hawai'i CC, Approved by Chancellor, 12/2006.
  - 5. Change in Program Requirement of AS/CA, Forest TEAM, Hawai'i CC, Approved by Chancellor, 12/2006.
  - 6. Change in Program Requirement of AA, Associate in Arts, Hawai'i CC, Approved by Chancellor, 04/2007.
  - 7. Change in Program Name and Course Alpha of CC/CA/AAS, Hospitality & Tourism, Hawai'i CC, Approved by Chancellor, 04/2007.
  - 8. Minimum credits required 68-71 for course Computing, Electronics, and Networking Technology (CENT), Honolulu CC, Approved by Vice Chancellor (for Chancellor), 01/24/2006.
  - 9. Add course Computing, Electronics, and Networking Technology (CENT) 310 as a Core course; Change CENT 300 from a Core course to an elective; Allow more options for General Education Requirements, Honolulu CC, Approved by Chancellor, 02/16/2006.
  - 10. Modification of CO, Cosmetology (COSM) COSM 70V (1-5 credits) becomes COSM 70 (5 credits), Honolulu CC, Approved by Vice Chancellor (for Chancellor), 01/24/2006.
  - 11. Modification of CO, Cosmetology (COSM) Change number of credits from 5 to 3 for COSM 20 and add COSM 22 to make up the other 2 credits, Honolulu CC, Approved by Vice Chancellor (for Chancellor), 01/24/2006.
  - Program modification of Refrigeration and Air Conditioning Technology Program (RAC) Prerequisite change to Eng 20 B, C, D, and E with a C or higher or ESL 11, 13, 17 or placement in ENG 21/22/51/61. Add HUM 50 (required), PSY 180 (recommended). RAC 21/32/40/50 Minimum credits required = 63, Honolulu CC, Approved by Chancellor, 02/16/2006.

- 13. Name change with change in program credit requirements From AS, Food Service with a specialization in Patisserie (60-62 credits) to AS, Food Service with a specialization in Pastry Arts (65 credits), Kapi'olani CC, Approved by Chancellor, 08/09/2006.
- 14. Name change with change in program credit requirements From CC Patisserie (17 credits) to CC Pastry Arts (19 credits), Kapi'olani CC, Approved by Chancellor, 08/09/2006.
- 15. Change in program credit requirements from 80-83 credits to 82-85 credits for AS, MICT, Kapi'olani CC, Approved by Chancellor, 02/03/2007.
- 16. Change in program credit requirements from 34 credits to 49-51 credits for ASC, Hawaiian Studies, Kapi'olani CC, Approved by Chancellor, 02/03/2007.
- 17. Change in program requirements Educational Paraprofessional AS with an emphasis in Deaf and Hard of Hearing, Kapi'olani CC, Approved by Chancellor, 05/27/2007.
- 18. Change in program requirements Educational Paraprofessional AS with an emphasis in Special Education, Kapi'olani CC, Approved by Chancellor, 05/27/2007.
- 19. Change in program course requirements, description and competencies for AS, Hotel/Restaurant, Kapi'olani CC, Approved by Chancellor, 02/04/207.
- 20. Change in program credit requirements from 22 credits to 14 credits for CC, Hotel/Restaurant, Kapi'olani CC, Approved by Chancellor, 02/04/2007.
- 21. Change in program credit requirements from 62-63 credits to 63-64 credits for AS, Travel/Tourism, Kapi'olani CC, Approved by Chancellor, 02/02/2007.
- 22. Change in program credit requirements from 89 credits to 86 credits for AS, Radiologic Technology, Kapi'olani CC, Approved by Chancellor, 02/04/2007.
- 23. Change in program requirements and description for CC, Dental, Kapi'olani CC, Approved by Chancellor, 02/04/2007.
- 24. Change in program credit requirements from 60 credits to 66 credits for AS, Marketing, Kapi'olani CC, Approved by Chancellor, 07/03/2007.
- 25. Change in program credit requirements from 60 credits to 63 credits for AS, Information Technology, Kapi'olani CC, Approved by Chancellor, 02/03/2007.
- 26. Change in program course requirements, description, competencies and update for accreditation review for AS, Accounting, Kapi'olani CC, Approved by Chancellor, 02/04/2007.
- 27. Change in program course requirements, description, competencies and update of accreditation review for CA, Accounting, Kapi'olani CC, Approved by Chancellor, 02/04/2007.

#### D. Other Program Changes/Actions:

- 1. Culinary Arts Accreditation, Kapi'olani CC, Approved by American Culinary Federation Foundation (ACFF), Spring 2007.
- 2. Hotel Operations and Travel/Tourism Program Accreditation, Kapi'olani CC, Approved by Commission on Accreditation of Hospitality Management (CAHM), Spring 2007.
- 3. Culinary Arts Accreditation, Kaua'i CC, Approved by American Culinary Federation Foundation (ACFF), 07/24/2007.

#### V. Review of Established Programs

#### A. Introduction

This section of the report provides a summary of the reviews of established programs at the UH Manoa, UH Hilo, UH West Oʻahu, and UH Community Colleges in fulfillment of BOR policy and in partial fulfillment of the requirements of Act 161. Reviews conducted in other areas, such as student services, research, etc., are handled separately.

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.

Each Unit of the University has developed its own program review procedures appropriate to its programs and organization. These are described at the beginning of each of the following sections of this report.

#### B. UH Mānoa

#### PROCEDURES FOR PROGRAM REVIEW

Manoa's academic program review process enables a campus Council on Program Reviews (COPR) or the Graduate Council (for certain programs) to conduct systematic evaluations of provisional and established programs every five to seven years. These reviews identify strengths and weaknesses and ensure program quality with respect to campus criteria and external accreditation standards.

For each review, a self-study report is completed following established guidelines set forth by Executive Policies E5.201, *Approval of New Academic Programs and Review of Academic Provisional Programs* and E5.202, *Review of Established Programs*. A review team composed of three faculty is appointed by the Vice Chancellor for Academic Affairs. For programs exclusively offering degrees at the graduate level, a review team is appointed by the Vice Chancellor for Research and Graduate Education. The review team evaluates the self-study report and conducts a review covering degree programs, assessment of learning outcomes, faculty research and service activities, departmental governance, climate and relationship with other campus units, faculty credentials and workload, and student activities and perceptions.

A report on the review team's findings and recommendations is presented to COPR with the department chair or program director and dean present to answer questions or clarify issues. An exit interview is held with the dean, the chair, and the vice chancellor to discuss COPR's recommendations and any agreed-upon actions. These reviews and recommendations form the basis for administrative decisions affecting the program. One year after the review, departments report to the vice chancellor via their deans on progress made in implementing the recommendations of COPR.

#### UH Mānoa

UH Mānoa Program and Credential	Status / Action
PhD, Biomedical Sciences	Review initiated in 2007
PhD, Computer Science	Review ongoing
PhD, English	Review initiated in 2006
PhD, History	Review ongoing
PhD, Mathematics	Review completed May 2007
	Review initiated in 2007
PhD, Natural Resources & Environmental Management	Review initiated in 2007
PhD, Tropical Plant & Soil Sciences	Review completed May 2007
MA, English	Review initiated in 2006
MA, History	Review ongoing
Master of Accounting	Review initiated in 2006
MBA	Review initiated in 2006
MPA (Public Administration)	Review ongoing
MS, Biomedical Sciences	Review initiated in 2006
MS, Computer Science	Review ongoing
MS, Mathematics	Review completed May 2007
MS, Natural Resources &	Review initiated in 2006
Environmental Management MS, Tropical Plant & Soil Sciences	Review completed May 2007
BA, English	Review initiated in 2007
BA, Hawaiian	Review completed April 2007
BA, Hawaiian Studies	Review ongoing
BA, History	Review ongoing  Review ongoing
BA, Mathematics	Review complete in May 2007
BBA, Accounting, General Business,	Review initiated in 2007
Finance, Management & Information	7.007.017.11.11.10.11.11.11.11.11.11.11.11.11.11.
Systems, Marketing, Human	
Resources Management, International	
Business, Management	Daview engains
BS, Computer Science	Review ongoing
BS, Mathematics	Review completed May 2007
BS, Plant & Environmental Biotechnology	Review ongoing
Graduate Certificate, Library &	Review ongoing
Information Sciences	
Undergraduate Certificate, Hawaiian	Review completed April 2007
Undergraduate Certificate, Indo- Pacific Languages	Review completed April 2007

#### C. UH Hilo

#### PROCEDURES FOR PROGRAM REVIEW

The program review procedures for UH Hilo were revised, updated, and approved by the UH Hilo Congress in 2001. Further revision was made and approved by the Congress in 2004. The process now builds upon an annual report prepared by each program, culminating in a full program review every seven years with a Memorandum of Understanding signed by the Vice Chancellor for Academic Affairs (VCAA) and academic units. The first program review will occur in the seventh year after the program is granted established status.

The program review process at UH Hilo begins with a self-study conducted by department faculty with input from an external reviewer selected jointly by the department and the VCAA.

The report generated by the self-study conforms to the guidelines set forth in Executive Policies E5.201, Approval of New Academic Programs and Review of Academic Provisional Programs, and E5.202, Review of Established Programs, with special emphasis on student learning assessment and on planning for program improvement.

The Dean or Director of the unit reviews the report, consults with the department chair, and recommends actions that will support program improvement. Recommendations and reports are reviewed by the UH Hilo Congress and department faculty participate in the Congress's deliberations. The Congress recommends actions to the VCAA, who decides on recommendations, sends each department a memorandum of understanding, and prepares the annual summary report to the System. Department faculty may consult with the VCAA during this process.

Recommended actions are integrated into UH Hilo planning and resource allocations. Departments are notified of progress in implementation; in turn, departments submit annual progress reports to the Dean and VCAA.

These revised program review procedures were implemented with the program reviews scheduled for 2003-2004.

#### **UH Hilo**

Program and Credential	Status / Action
BS, Astronomy and BS in Physics	Program Review Complete, MOU Awaiting Final Signing
BA, Economics	Program Review Complete, MOU Awaiting Review and Signing
BA, History	Program Review Complete, MOU Awaiting Final Signature
BA, Marine Sciences	Review complete; MOU signed 08/24/07
BA, Political Science	Review ongoing

#### D. UH West O'ahu

#### **BACKGROUND**

UHWO has taken preliminary steps in the past year to transform itself from a small liberal arts and professional studies campus into a regional comprehensive university for the state of Hawai'i. It has sought Authorization to Plan for several new programs that address the critical issues of providing state workforce development and increasing educational access/opportunity for underrepresented students statewide. Several other initiatives are in the early planning stages and will be brought to the Board in the upcoming year.

#### PROGRAM REVIEW OBJECTIVES

The academic programs at UHWO have developed over the years as an educational alternative to other UH baccalaureate campuses. The emphasis has been on a strong interdisciplinary educational experience through pursuit of study in a broad area of concentration such as the Humanities, Social Sciences, or Professional Studies rather than limiting program emphasis to a single discipline. Within this area of concentration context, students are also required to develop competencies in multiple related academic areas of study.

The program review process focuses on:

- Review and revision of program and specialization learning objectives
- Defining expected student learning outcomes upon graduation
- Collection and analysis of data as prescribed in Executive Policies E5.201, Approval of New Academic Programs and Review of Provisional Academic Programs, and E5.202, Review of Established Programs
- Reaffirmation and/or modification of curricula and courses offered to assure cohesiveness of program offerings in line with expected learning outcomes

#### PROGRAM REVIEW PROCEDURES

Academic programs at UHWO are reviewed on a seven-year cycle. The Vice Chancellor for Academic Affair's office maintains the seven-year schedule. Procedures cover the following components of program reviews:

- Purpose
- Goals
- Contents
- Process for preparing internal reports
- Process for conducting external evaluations
- Process for drafting Memorandum of Understanding
- Explanation and description of program review cycles and
- Handbook for conducting program reviews.

Review of each academic program occurs over the period of one academic year. During the first semester of each review, data are collected, and an internal report is written and submitted to the appropriate program unit for revision and approval. At the same time, names of external evaluators are selected. During the second semester, an external evaluator responds to the internal report, visits the campus, and drafts a report. The final step in the procedure is the preparation of a Memorandum of Understanding that lists actions to be undertaken as a result of the review.

A detailed template for conducting program reviews was developed and approved by the UH West Oʻahu Faculty Senate on May 2, 2003. This template calls for analysis, summary, and recommendations for action on the following major program components:

- Curriculum
- Faculty
- Students
- Resources
- College-wide Learning Objectives and
- Divisional and Specialization Learning Outcomes

A major emphasis in the program reviews is placed on UH West O'ahu's institutional, divisional, and concentration objectives.

#### **UHWO**

Program and Credential Status / Action	
BA, Social Sciences	Review ongoing
BA, Public Administration	Review ongoing

#### E. Community Colleges

#### PROCEDURES FOR PROGRAM REVIEW

During the 1992-93 academic year, the University of Hawai'i Community Colleges adopted a new process, the Program Health Indicators assessment, to facilitate an annual review of academic programs. The Program Health Indicators assessment provided a standard format to develop and conduct program evaluations on an annual basis and provided both a description and evaluation of important elements of instructional programs.

In response to the Accrediting Commission for Community and Junior Colleges (ACCJC) concerns, that the UH Community Colleges, "lacked an integrated, system-wide program review, assessment and improvement process that sets the expectation that campuses develop a culture and practice of assessment that supports improvement in campus practices at the system decision-making level ... the respective roles of campus and system administrators in determining campus priorities.", the UHCC program review policy was revised. The policy, UHCC Policy (UHCCP) 5.202 is located at <a href="http://www.hawaii.edu/offices/cc/docs/policies/UHCCP">http://www.hawaii.edu/offices/cc/docs/policies/UHCCP</a> 5.202-Review of Established Programs. The 2005-2006 is the first year of reviewing instructional programs under UHCCP 5.202.

UHCCP 5.202 includes provisions for comprehensive, multi-year program reviews as required by ACCJC, and an Annual Instructional Assessment to meet the reporting requirements of the Carl D. Perkins Vocational and Applied Technology Education Act. The Annual Instructional Assessment will be used to make campus and UHCC system resource plans and will provide data in support of the University's Academic Program Action Status report. The process includes common system definitions and language; common core elements (demand, efficiency, outcome) which may be supplemented by individual colleges/programs, selected system-based benchmarks, tools that reflect the measures and make data retrieval easy, and continuous quality improvement applied to measures and outcomes. Elements and features of the Program Health Indicator assessment have been incorporated in the instructional assessment procedures portion of UHCCP 5.202. The UHCC system is transitioning from the Program Health Indicator assessment to the Annual Instructional Assessment model, which when fully implemented will replace the Program Health Indicator assessment.

The following college program action status reports were completed under the new UHCC policy:

#### Hawai'i CC

Program and Credential	Status / Action
AAS, CA, Accounting	Continued
AS, Administration of Justice	Continued
AAS, CA, Agriculture	Continued
AAS, Architectural, Engineering and CAD Technologies	Continued
AAS, CA, Auto Body Repair and Painting	Continued
AAS, CA, Automotive Mechanics Technology	Continued
AAS, CA, CC, Business Technology (formerly OAT)	Continued
AAS, CA, Carpentry	Continued
AAS, CA, Diesel Mechanics	Continued
CC, Digital Media Arts	Continued
AS, CA, CC, Early Childhood Education	Continued
AAS, CA, Electrical Installation and Maintenance	Continued
Technology	
AAS, Electronics Technology	Continued
AAS, CA, CC, Food Service	Continued
AAS, ASC, Hawaiian Life Styles	Continued
CC, Human Services	Continued
AS, CA, Information Technology	Continued
AA, Liberal Arts	Continued
AAS, CA, CC, Machine, Welding and Industrial Mechanics Technologies	Continued
AAS, CA, Marketing	Continued
Nursing and Allied Health:	Continued
AS, NURS	
CA, Practical Nurse	
CC, Care Home Operator	
L	l,

CC, Substance Abuse Counseling	Continued
AS, CA, Tropical Forest Ecosystem and Agroforestry	Continued
Management	

### Honolulu CC

Program and Credential	Status / Action
AAS, CC, Automotive Technology	Continued
AAS, CA, Sheet Metal and Plastics Technology	Continued
AAS, CA, Fire and Environmental Emergency	Continued
Response	
AAS, Administration of Justice	Continued
AS, CA, Aeronautics Maintenance Technology	Continued
AAS, Applied Trades	Continued
AS, CA, Architectural, Engineering and CAD	Continued
Technologies AAS, CA, Auto Body Repair and Painting	Continued
AAS, Small Vessel Fabrication and Repair	Continued
AAS, CA, Carpentry Technology	Continued
AS, Communication Arts	Continued
AS, APC, Computing, Electronics, and Networking Technology	Continued
AAS, CA, CC, CP, Cosmetology	Continued
AAS, CA, CC, Diesel Mechanics Technology	Continued
AAS, CA, Electrical Installation and Maintenance Technology	Continued
AAS, CA, CC, CO, Fashion Technology	Continued
AAS, CA, Occupational and Environmental Safety Management	Continued
AAS, CA, Refrigeration and Air Conditioning Technology	Continued
AAS, CA, Welding Technology	Continued

## Kapiʻolani CC

Program and Credential	Status / Action
AS, CA, Accounting	Continued
CC, Dental Assisting	Continued
CC, Emergency Medical Technician	Continued
AS, CA, Food Service	Continued
AS, CA, Hotel/Restaurant Operations	Continued
AS, CA, Information Technology	Continued
AA, Liberal Arts ASC, Hawaiian/Pacific Studies ASC, Asian Studies	Continued

AS, CA, Marketing	Continued
AS, CA, Medical Assisting	Continued
AS, Medical Laboratory Technician	Continued
AS, Mobile Intensive Care Technician	Continued
AS, New Media Arts	Continued;
AS, Nursing	Continued
CA, Practical Nursing	Continued
AS, Paralegal	Continued
AS, Physical Therapist Assistant	Continued
AS, Radiologic Technology	Continued
AS, Respiratory Care	Continued
AS, CA, Travel and Tourism	Continued

## Kauaʻi CC

Program and Credential	Status / Action
CC, Facilities Engineering Technology	Completed 2007
AAS, CA, CC, Electronics Technology	Review Continuing
AAS, CA, CC, CO, Culinary Arts	Completed 2007
AAS, CA, CC, Auto Body Repair and Painting	Completed 2006
AAS, CA, CC, Automotive Mechanics Technician	Completed 2006
AAS, CA, CC, Business Technology	Completed 2006
AS, CA, CO, Early Childhood Education	Completed 2007
ASC, Hawaiian Studies	Completed 2007
AAS, CA, CC, Hospitality and Tourism	Completed 2006
AA, Liberal Arts	Completed 2006
Certificate of Professional Development, Office of Continuing Education	Completed 2006

## Leeward CC

Program and Credential	Status / Action
AAS, CA, CC, Automotive Technology	Continued
AS, CA, Accounting	Continued
CO, Business Foundations	Continued
CA, CC, Business Technology	Continued
CC, Small Business Accounting	Continued
CO, E-Commerce	To be Reviewed by the Division for possible Termination

CO, E-Commerce for Marketing	To be Reviewed by the Division for possible
CO, E-Commerce for Entrepreneurs	Termination  To be Reviewed by the Division for possible Termination
AAS, Supervisory Management	Continued
CC, Sales and Marketing	To be Reviewed by the Division for Modification
CC, Digital Media Production	Continued
CO, Digital Media Desktop Publishing	Continued
CO, Digital Media Motion Graphics	Continued
CO, Digital Media Video Web Casting	Continued
CO, Digital Media Virtual Reality	Continued
CO, Digital Media Web Page Design	Continued
ASC, Creative Media	Continued
CC, Human Services/Substance Abuse Counseling	Continued
AS, Information and Computer Science	Continued
CC, Information and Computer Science Basic Networking	Continued
CC, Information and Computer Science Advanced Networking	Continued
AS, CA, CC, Television Production	Continued
ASC, Digital Art	Continued
ASC, Educational Assistance in Special Education	Reviewed by the Division for Termination
ASC, Hawaiian Studies	Continued
ASC, Music	Continued
ASC, Philippine Studies	Continued
AA, Liberal Arts	Continued

## Maui CC

Program and Credential	Status / Action
AAS, CA, Accounting	Continued
AAS, CA, Administration of Justice	Continued
AAS, CA, Agriculture and Natural Resources	Continued
AAS, CA, Auto Body Repair and Painting	Continued
AAS, CA, Automotive Mechanics Technology	Continued
CA, Building Maintenance	Continued
AAS, CA, Business Careers	Continued

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AAS, CA, Business Technology	Continued
AAS, CA, Carpentry Technology	Continued
CA, Drafting Technology	Continued
AS, CA, Electronics and Computer Engineering	Continued
AAS, CA, Fashion Technology	Continued
AAS, CA, Food Service	Continued
AAS, CA, Hospitality and Tourism	Continued
AS, CA, Human Services	Continued
CA, Practical Nursing	Continued
AS, Nursing	Continued
CA, Welding Technology	Continued
AA, Associate of Art	Continued

## Windward CC

Program and Credential	Status / Action
AA, Associate of Art	Continued
ASC, Art	Continued
ASC, Business	Continued
ASC, Hawaiian Studies	Continued
ASC, Psycho-Social Development	Continued
ASC, Plant Bio-Resources and Technology	Continued
CC, Agriculture Technology Program	Continued
Certificate of Professional Development: Autobody Repair and Finishing Program	Continued
Certificate of Professional Development: Office of Administration & Technology (OAT)	Continued
Certificate of Professional Development: Developmental Education	Continued
Certificate of Professional Development: Introduction to Construction Occupations	Continued
Certificate of Professional Development: Facilities Maintenance and Construction	Continued
Certificate of Professional Development: Introduction to Culinary Arts	Continued

#### **ATTACHMENT 1**

## LISTING OF ABBREVIATIONS FOR ACADEMIC CREDENTIALS

AA Associate in Arts

AAS Associate in Applied Science
APC Advanced Professional Certificate

ArchD Architecture Doctorate
AS Associate in Science

ASC Academic Subject Area Certificate
ATS Associate in Technical Studies

BA Bachelor of Arts

BAS Bachelor of Applied Science

BBA Bachelor of Business Administration

B<sub>Fd</sub> Bachelor of Education BFA Bachelor of Fine Arts **BMus Bachelor of Music Bachelor of Science** BS BSW **Bachelor of Social Work** Certificate of Achievement CA CC Certificate of Completion Certificate of Competence CO CP Certificate of Participation DrPH **Doctor of Public Health Doctor of Education** EdD G Cert **Graduate Certificate** 

JD Juris Doctor LLM Master of Law MA Master of Arts

MAcc Master of Accounting

MBA Master of Business Administration

MD Doctor of Medicine
MEd Master of Education

MEdT Master of Education in Teaching

MFA Master of Fine Arts

MHRM Master of Human Resource Management MLISC Master of Library and Information Science

MMus Master of Music

MPA Master of Public Administration

MPH Master of Public Health
MS Master of Science
MSW Master of Social Work

MURP Master of Urban and Regional Planning

PB Post baccalaureate Certificate
PDE Professional Diploma in Education

PhD Doctor of Philosophy
U Cert Undergraduate Certificate

### **ATTACHMENT 2**

The *Master List of Curricula Offered, Fall 2006* is located at <a href="http://www.iro.hawaii.edu/maps/mltitles.asp">http://www.iro.hawaii.edu/maps/mltitles.asp</a>.