



UNIVERSITY  
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SYSTEM

January 05, 2012

## MEMORANDUM

**TO:** Eric K. Martinson  
Chairperson, Board of Regents

**VIA:** M.R.C. Greenwood *MRC Greenwood*  
President

**FROM:** Linda K. Johnsrud *Linda K. Johnsrud*  
Executive Vice President for Academic Affairs/Provost

**SUBJECT: INFORMATION ITEM: ACADEMIC PROGRAM ACTIONS STATUS REPORT, 2010-2011**

In accordance with Board and Executive policy, I am pleased to transmit for the Board's information a report on academic program actions approved by the Board of Regents or by campus administrators during 2010-2011 AY. In summary:

The Board of Regents:

Approved new degrees or certificates:	13
Granted degrees established status:	6
Approved name changes to degrees	2
Terminated established programs	2

Campus Administration:

Approved new certificates or concentrations:	12
Approved authorizations to plan new programs:	14
Granted established status for certificates:	3
Extended provisional status of certificates:	3
Approved name changes:	11
Approved program stop-outs:	1
Removed program stop-outs:	1
Terminated certificates:	11

Program reviews completed by campus:

UH Mānoa:	22
UH Hilo:	4
UH-West O'ahu:	2
UHCCs:	121

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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

cc: Executive Administrator and Secretary of the BOR, Keith Anemiya  
Vice Presidents  
Council of Chancellors  
Council of Chief Academic Officers  
OEVPAAs Managers

**UNIVERSITY OF HAWAI‘I  
ACADEMIC PROGRAM ACTIONS REPORT, 2010-2011**

**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 2010-2011 AY at UH Mānoa, UH Hilo, UH West O‘ahu, 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 guidelines 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 5-1a. Instructional 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 150% of the proposed length of the degree (e.g. 2 years for certificates, 3 years for associate degrees, 6 years for bachelor’s degrees, 3 years for master’s degrees and 5 years for doctoral degrees).
- 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 Mānoa, UH Hilo and UH West O‘ahu.
- Termination of provisional and established programs approved by Board of Regents requires 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.
- Chancellors are authorized to approve program stop-outs—a halt to admissions to the program—for up to two years.
- Chancellors at baccalaureate degree campuses are authorized to recognize and approve changes to academic minors in Board - authorized baccalaureate degree programs.
- Chancellors are authorized to approve certificates of completion or competence 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 2010-2011 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 2010*:  
<http://www.hawaii.edu/cgi-bin/iro/maps?cuuhf10.pdf>

**UNIVERSITY OF HAWAI‘I**  
**ACADEMIC PROGRAM ACTIONS REPORT, 2010-2011**

**I. New Program and Certificate Actions**

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

1. EdD, Professional Educational Practice, UH Mānoa, BOR approved, 01/20/2011.
2. DNP, Nursing Practice, UH Mānoa, BOR approved, 05/19/2011.
3. BS, Molecular and Cell Biology, UH Mānoa, BOR approved, 09/16/2010.
4. BA, Pacific Island Studies, UH Mānoa, BOR approved, 11/18/2010.
5. BA, Second Language Studies, UH Mānoa, BOR approved, 01/20/2011.
6. PhD, Pharmaceutical Sciences, UH Hilo, BOR approved, 02/24/2011.
7. DNP, Nursing Practice, UH Hilo, BOR approved, 05/19/2011.
8. BA, Pharmacy Studies, UH Hilo, BOR approved, 02/24/2011.
9. Subject Certificate, Risk Management & Insurance, UH-West O‘ahu, BOR approved, 07/07/2011.
10. APC, Culinary Management, Kapi‘olani CC, BOR approved, 04/21/2011.
11. APC, Information Technology, Kapi‘olani CC, BOR approved, 09/16/2010.
12. BAS, Sustainable Science Management, UH Maui College, BOR approved, 04/21/2011.
13. AS, Natural Sciences, UH Maui College, BOR approved, 09/16/2010.

B. New Degrees, Certificates and Minors Approved by Campus Administration:

1. U Cert, Chinese Studies, UH Hilo, Chancellor Approved, 12/13/2010.
2. U Cert, Educational Studies, UH Hilo, Chancellor Approved, 11/22/2010.
3. U Cert, Marine Option Program (MOP), UH Hilo, Chancellor approved, 04/05/2011.
4. BBA, Finance concentration, UH-West O‘ahu, Chancellor Approved, 07/20/2011.
5. BBA, Management concentration, UH-West O‘ahu, Chancellor Approved, 02/15/2011.
6. BAS, Information Technology concentration, UH West O‘ahu, Chancellor approved, 06/29/2010.
7. CC, TESOL, Kapi‘olani CC, Chancellor approved, 07/10/2010.
8. CC, Travel Industry, Leeward CC, Chancellor approved, 04/11/11.
9. CO, Digital Photography, Leeward CC, Chancellor approved, 04/26/11.
10. CO, Basic Logic and Programming Level 1, Leeward CC, Chancellor approved, 04/26/11.

11. CO, Basic Logic and Programming Level 2, Leeward CC, Chancellor approved, 04/26/11.
12. CO, Therapeutic Activity Aide, UH Maui College, Chancellor approved, 07/02/2010.

C. Authorization to Plan New Academic Programs Approved by Campus Administration:

1. DNP, Nursing, UH Mānoa, Chancellor approved, 03/11/2011.
2. BS, Biochemistry, UH Mānoa, Chancellor approved, 03/15/2011.
3. BS, Psychology, UH Mānoa, Chancellor approved, 01/26/2011.
4. G Cert, On-Line Learning and Technology (COLT), UH Mānoa, Chancellor approved, 01/26/2011.
5. G Cert, Early Childhood PK-3, Curriculum Studies, UH Mānoa, Chancellor approved, 09/29/2010.
6. G Cert, Reading K-12 Curriculum Studies, UH Mānoa, Chancellor approved, 09/29/2010.
7. PhD, Pharmaceutical Sciences, UH Hilo, Chancellor approved, 01/19/2011.
8. DNP, Nursing Practice, UH Hilo, Chancellor approved, 01/19/2011.
9. DPT, Physical Therapy, UH Hilo, Chancellor approved, 02/23/2011.
10. MS, Clinical Psychopharmacology, UH Hilo, Chancellor approved, 02/23/2011.
11. MA, Teaching, UH Hilo, Chancellor approved, 02/23/2011.
12. AS, Veterinary Technology, Windward CC, Chancellor approved, 03/31/2011.
13. CA, Ethnopharmacognosy, Windward CC, Chancellor approved, 02/07/2011.
14. CA, Plant Biotechnology, Windward CC, Chancellor approved, 02/07/2011.

## **II. Provisional Programs and Certificate Actions**

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

1. PhD, Urban and Regional Planning, UH Mānoa, BOR approved, 07/07/2011.
2. MEd, Early Childhood Education, UH Mānoa, BOR approved, 07/07/2011.
3. BA, Korean, UH Mānoa, BOR approved, 08/25/2011.
4. MS, Tropical Conservation Biology and Environmental Sciences, UH Hilo, BOR approved, 05/19/2011.
5. AS, Natural Science, Kapi'olani CC, BOR approved, 07/07/2011.
6. CA, Veterinary Assisting, Windward CC, BOR approved, 05/19/2011.

B. Provisional Programs Granted Established Status by Campus Administrators:

1. G Cert, Conflict Resolution, UH Mānoa, Chancellor approved, 06/06/2011.

2. G Cert, Museum Studies, UH Mānoa, Chancellor approved, 06/23/2011.
3. U Cert, Latin American and Iberian Studies, UH Mānoa, Chancellor approved, 06/23/2011.

C. Extension of Provisional Program Status by Board of Regents: (None)

D. Extension of Provisional Program Status by Campus Administration:

1. U Cert, Pidgeon and Creole Studies, UH Mānoa, Chancellor approved, 06/24/2011.
2. U Cert, Social Science and Health, UH Mānoa, Chancellor approved, 06/24/2011.
3. U Cert, Sustainable Tourism, UH Mānoa, Chancellor approved, 06/24/2011.

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

1. MA, China-US Relations, UH Hilo, Chancellor approved, 05/2011.

F. Removal of Stop-out of Provisional Program by Campus Administration:

1. Subject Certificate, Interdisciplinary Environmental Studies, UH-West O'ahu, Chancellor approved, 06/14/2010.

G. Termination of Provisional Program by Board of Regents: (None)

H. Termination of Provisional Program by Campus Administration:

1. U Cert, Human Resources and Organizational Management, UH Mānoa, Chancellor approved, 02/26/2011.
2. U Cert, Linguistics, UH Mānoa, Chancellor approved, 07/27/2011.
3. U Cert, Professional Writing, UH Mānoa, Vice Chancellor Academic Affairs, 08/17/2011.

### I. Ongoing Provisional Programs

College or School	Credential and Program	Provisional Until / Comments
<i>UH Manoa</i>		
<i>Architecture</i>	<i>DArch (formerly ArchD)</i>	<i>Provisional until Fall 2006. Review completed Fall 2008. Program to be modified following the development of the Bachelor of Environmental Design.</i>
<i>Arts &amp; Humanities</i>	<i>BA, Creative Media</i>	<i>Provisional until 2015.</i>
	<i>U Cert, Islamic Studies</i>	<i>Provisional until Spring 2012.</i>
<i>Business</i>	<i>BBA, Entrepreneurship</i>	<i>Provisional until Spring 2014.</i>
	<i>G Cert, Entrepreneurship</i>	<i>Provisional until Spring 2012.</i>
	<i>MS, Financial Engineering</i>	<i>Provisional until 2011; Currently in review.</i>
	<i>PhD, International Management</i>	<i>Provisional until Spring 2009. Completed AACSB Accreditation visit in 2010.</i>
	<i>Master of Human Resource Management</i>	<i>Provisional until Fall 2005. Completed AACSB Accreditation visit in 2010.</i>
	<i>G Cert, Executive Accounting</i>	<i>Provisional until Spring 2006. Reclassified as graduate-level professional development certificate in December 2008. Completed AACSB Accreditation visit in 2010.</i>
<i>Education</i>	<i>Doctor of Education</i>	<i>Provisional until 2016.</i>
<i>Engineering</i>	<i>BS, Computer Engineering</i>	<i>Provisional until Spring 2016.</i>
<i>Hawaiian Knowledge</i>	<i>MA, Hawaiian</i>	<i>Provisional until Spring 2010. Review postponed to coincide with review of School of Hawaiian Knowledge in 2012.</i>
	<i>MA, Hawaiian Studies</i>	<i>Provisional until Spring 2010. Review postponed to coincide with review of School of Hawaiian Knowledge in 2012.</i>
<i>Languages, Linguistics and Literature</i>	<i>BA, Philippine Language and Literature</i>	<i>Provisional until 2006. Review completed in 2009. Ready for conversion to established status.</i>
	<i>U Cert, Pidgin and Creole Studies</i>	<i>Provisional until 2013. Extension of Provisional Status, Chancellor approved, 06/2011.</i>
	<i>BA, Second Language Studies</i>	<i>Provisional until 2016.</i>



<i>Law</i>	<i>Master of Laws (LLM), Foreign Professionals</i>	<i>Review to coincide with ABA accreditation of Juris Doctor degree in 2010.</i>
<i>Natural Sciences</i>	<i>PhD, Computer Science</i>	<i>Provisional until Fall 2002; Review completed 2008. In process of conversion to established status.</i>
	<i>BA, Information and Computer Science</i>	<i>Review completed 2008. In process of conversion to established status.</i>
	<i>BS, Ethnobotany</i>	<i>Provisional until 2009. Status extended until program achieves sufficient number of graduates.</i>
	<i>BS, Marine Biology</i>	<i>Provisional until Spring 2007. To be extended until reconfiguration of Biology degree(s) is complete.</i>
	<i>BS, Molecular &amp; Cell Biology</i>	<i>Provisional until 2017.</i>
	<i>U Cert, Mathematical Biology</i>	<i>Provisional until 2012.</i>
<i>Pacific &amp; Asian Studies</i>	<i>BA, Pacific Island Studies</i>	<i>Provisional until 2017.</i>
<i>Social Sciences</i>	<i>BA, Women's Studies</i>	<i>Provisional to 2011.</i>
	<i>G Cert, Disaster Management &amp; Humanitarian Assistance</i>	<i>Provisional to 2011.</i>
	<i>Graduate Certificate, Public Policy</i>	<i>Provisional until Fall 2008. Status to be extended until program achieves a sufficient number of graduates to review program.</i>
	<i>U Cert, Law &amp; Society</i>	<i>Provisional until 2012.</i>
	<i>U Cert, Social Science &amp; Health</i>	<i>Provisional until 2013. Chancellor extended provisional status, 06/24/11.</i>
<i>Travel Industry Management</i>	<i>U Cert, Travel Industry Management</i>	<i>Provisional until 2013.</i>
	<i>U Cert, Sustainable Tourism</i>	<i>Provisional until Spring 2013. Chancellor extended provisional status, 06/24/2011.</i>

<i>Tropical Agriculture &amp; Human Resources</i>	<i>PhD, Nutrition</i>	<i>Provisional until 2011.</i>
	<i>BS, Plant &amp; Environmental Biotechnology</i>	<i>Provisional until Fall 2005. Review completed in 2007. In process of converting to established status.</i>
<b><i>UH Hilo</i></b>		
<i>Ka Haka 'Ula O Ke 'elikōlani, College of Hawaiian Language</i>	<i>PhD, Hawaiian and Indigenous Language and Culture Revitalization</i>	<i>Provisional until Fall 2010.</i>
	<i>MA, Indigenous Language and Culture Education</i>	<i>Provisional until Fall 2010.</i>
<i>College of Business &amp; Economics</i>	<i>BBA, Accounting</i>	<i>Provisional until Fall 2013.</i>
<i>College of Arts &amp; Sciences</i>	<i>MA, China - US Relations</i>	<i>Provisional until Fall 2007. Stop-out effective May 2011.</i>
	<i>BS, Environmental Sciences</i>	<i>Provisional until Fall 2010.</i>
	<i>BS, Marine Science</i>	<i>Provisional until Fall 2013.</i>
	<i>BA, Geology</i>	<i>Provisional until Fall 2013.</i>
<i>College of Pharmacy</i>	<i>Pharm D</i>	<i>Provisional until Fall 2013.</i>
	<i>PhD, Pharmaceutical Sciences</i>	<i>Provisional until 2017.</i>
	<i>BA, Pharmacy Studies</i>	<i>Provisional until 2016.</i>
<i>School of Nursing</i>	<i>Doctorate in Nursing Practice</i>	<i>Provisional until 2018.</i>
<b><i>UH West Oahu</i></b>		
<i>Education</i>	<i>Bachelor of Education Concentration in Elementary Education</i>	<i>Provisional until Spring 2013.</i>
<i>Applied Science</i>	<i>Bachelor of Applied Science Concentration in Respiratory Care</i>	<i>Provisional until Spring 2013.</i>
<i>Social Sciences</i>	<i>Certificate in Applied Forensic Anthropology</i>	<i>Provisional until Fall 2009.</i>
	<i>Certificate in Interdisciplinary Environmental Studies</i>	<i>Provisional until Fall 2012.</i>
<i>Professional Studies</i>	<i>Certificate in Disaster Preparedness &amp; Emergency Management</i>	<i>Provisional until Fall 2005.</i>

<i>Professional Studies</i>	<i>Certificate in Health Care Administration</i>	<i>Provisional until Fall 2008.</i>
	<i>Certificate in Risk Management &amp; Insurance</i>	<i>Provisional until Fall 2013.</i>
<b><i>Hawaii CC</i></b>		
<i>Hawai'i CC</i>	<i>CA, AS, Fire Science</i>	<i>Provisional to Spring 2011. Reviewed Fall 2009-*Spring 2012* to establish.</i>
<b><i>Honolulu CC</i></b>		
<i>Honolulu CC</i>	<i>AS, MELE, Music Business and Audio Engineering</i>	<i>Provisional until AY 2011.</i>
<b><i>Kapiolani CC</i></b>		
<i>Kapi'olani CC</i>	<i>AS, Exercise &amp; Sport Science</i>	<i>Provisional until Fall 2007, program has been substantially revised for Fall 2011.</i>
<i>Kapi'olani CC</i>	<i>CA, Exercise &amp; Sport Science</i>	<i>Provisional until Fall 2006, program has been substantially revised for Fall 2011.</i>
<i>Kapi'olani CC</i>	<i>CA, Biotechnician</i>	<i>Provisional until Fall 2007.</i>
<i>Kapi'olani CC</i>	<i>AS, CC, Educational Paraprofessional, concentration in SPED and DEAF</i>	<i>Provisional until Fall 2007. Program stopped out effective Fall 2010- Spring 2012.</i>
<i>Kapi'olani CC</i>	<i>AS, CC, Interpreting: Educational</i>	<i>Provisional until Fall 2008. Program stopped out effective Fall 2010.</i>
<b><i>Kauai CC</i></b>		
<i>NONE</i>		
<b><i>Leeward CC</i></b>		
<i>NONE</i>		
<b><i>UH Maui College</i></b>		
<i>UH Maui College</i>	<i>BAS, Applied Business and Information Technology</i>	<i>Provisional until Fall 2007.</i>
<i>UH Maui College</i>	<i>BAS, Engineering Technology</i>	<i>Provisional until Fall 2013.</i>
<i>UH Maui College</i>	<i>AS, Dental Hygiene</i>	<i>Provisional until Fall 2009.</i>
<b><i>Windward CC</i></b>		
<i>NONE</i>		

### **III. Established Programs and Certificate Actions**

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

1. Terminations:
  - a. BS, Kinesiology & Rehabilitation Science, Athletic Training Specialization, Termination, UH Mānoa, BOR approved, 09/16/2010.
  - b. BS, Kinesiology & Rehabilitation Science, Recreation Leadership Specialization, Termination, UH Mānoa, BOR approved, 09/16/2010.
2. Name Change: (None)
3. Degree Change: (None)

#### **B. Changes to Established Programs approved by the President:**

1. Name Changes:
  - a. MA, MA in Speech to MA in Communicology, UH Mānoa, President approved, 06/03/2011.
  - b. BA, BA in Speech to BA in Communicology, UH Mānoa, President approved, 06/03/2011.

#### **C. Changes to Established Programs approved by Campus Administrations**

1. Terminations:
  - a. U Cert, Systems Modeling Certificate, UH Hilo, Chancellor approved, 01/04/2011.
  - b. CC, Care Home Operator, Hawai'i CC, Chancellor approved, 12/15/2010.
  - c. CC, Legal Research and Writing, Kapi'olani CC, Chancellor approved, 11/09/2010.
  - d. CC, Litigation, Kapi'olani CC, Chancellor approved, 11/09/2010.
  - e. CC, Autobody Repair and Finishing, Windward CC, Chancellor approved, 12/2010.
  - f. CP, Introduction to Construction Occupations, Windward CC, Chancellor approved, 06/2011.
  - g. CP, Introduction to Culinary Arts, Windward CC, Chancellor approved, 06/2011.
  - h. CP, Office of Administration and Technology, Windward CC, Chancellor approved, 12/2010.
2. Stop-out of Admission in Established Programs: (None)
3. Removal of Stop-out of Admission to Established Program:
  - a. AAS, Small Vessel Fabrication and Repair, Reinstate from Stop-Out, Honolulu CC, Chancellor approved, 07/01/2010.

4. Name Changes:
- a. AS, Culinary Arts with a specialization in Culinary Arts to Culinary Arts with a concentration in Culinary Arts, Kapi'olani CC, Chancellor approved, 06/29/2011.
  - b. AS, Culinary Arts with a specialization in Pastry Arts to Culinary Arts with a concentration in Pastry Arts, Kapi'olani CC, Chancellor approved, 06/29/2011.
  - c. AS, Culinary Arts with a specialization in Institutional Food Service Management to Culinary Arts with a concentration in Institutional Food Service Management, Kapi'olani CC, Chancellor approved, 06/29/2011.
  - d. AS, Educational Professional with a specialization in Deaf and Hard of Hearing to Educational Professional with a concentration in Deaf and Hard of Hearing, Kapi'olani CC, Chancellor approved, 06/29/2011.
  - e. AS, Educational Professional with a specialization in Special Education to Educational Professional with a concentration in Special Education, Kapi'olani CC, Chancellor approved, 06/29/2011.
  - f. AS, Hotel Restaurant Operations to Hospitality and Tourism with a concentration in Hotel/Restaurant Operations, Kapi'olani CC, Chancellor approved, 06/10/2011.
  - g. AS, New Media Arts with a specialization in Animation to New Media Arts with a concentration in Animation, Kapi'olani CC, Chancellor approved, 06/10/2011.
  - h. AS, Travel and Tourism to Hospitality and Tourism with a concentration in Travel and Tourism, Kapi'olani CC, Chancellor approved, 06/10/2011.
  - i. CO, Desktop Publishing to Graphic Design, Leeward CC, Chancellor approved, 04/26/2011.
  - j. CO, Video Webcasting to Digital Video, Leeward CC, Chancellor approved, 04/26/2011.
  - k. CO, Webpage Design to Web Design, Leeward CC, Chancellor approved, 04/26/2011.

#### **IV. Other Related Academic Actions**

##### **A. Program modifications: Approved by Board of Regents:**

- 1. Revision of Mission Statement, Windward CC, BOR approved, 05/19/2011.

**B. Department Name Change:**

1. Rename Department of Speech to Department of Communicology, UH Mānoa, Chancellor approved, 06/03/2011.

**C. Other Program Changes/Actions:**

1. EdD, College of Education, Establishment of a Professional (Clinical) Fee (\$1000/semester), UH Mānoa, BOR approved, 01/20/2011.
2. Accreditation, Pharmacy, Granted full accreditation, UH Hilo, Accreditation Council for Pharmacy Education (ACPE), 06/24/2011.
3. Accreditation, Counseling Psychology, Granted full accreditation, UH Hilo, Masters In Psychology Accreditation Council (MPAC), 03/18/2011.
4. School of Nursing created as a separate school within the College of Arts and Sciences, UH Hilo, Chancellor approved, 10/08/2010.
5. Change in Division Organizational Structure: Split Professional Studies into Division of Business Administration (BA in Business Administration) and Division of Public Administration (BA in Public Administration), UH-West O'ahu, Chancellor approved, 06/06/2011.

## **V. Review of Established Programs**

### **A. Introduction**

This section of the report provides a summary of the reviews of established programs at the UH Mānoa, UH Hilo, UH-West O'ahu, 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**

UH Mānoa's academic program review process includes a self-review conducted by the academic department housing the program, as well as an executive summary from the dean of the college. These self studies follow established guidelines set forth by Executive Policies E5.201: "Approval of New Academic Programs and Review of Provisional Academic Programs," and E5.202: "Review of Established Programs."

Mānoa continues to align the self-study guidelines to WASC standards and criteria for review.

Program review at UH Mānoa reveals strengths and challenges, and ensures program effectiveness with respect to the discipline, university policy, and external accreditation standards. In order to evaluate each program within its context, UH Mānoa now reviews all academic programs in a college concurrently, taking into consideration the overarching administrative and support structure of the college.

A review team composed of external evaluators considers the self-study report of the departments and the executive summary of the dean, reviews the academic programs with regard to conformance with the disciplines and academic rigor, examines the annual assessment reports for each program over the last three to five years, analyzes results of the student and alumni survey and reviews faculty research and service, and departmental and college governance.

The review team presents its findings to the Chancellor, Vice Chancellor for Academic Affairs, Dean of the Graduate Division, dean of the college, and department chairs, faculty, and staff of the units reviewed. An exit interview is held with the dean, the chair(s), the Dean of the Graduate Division, and the Vice Chancellor for Academic Affairs to discuss the recommendations and to develop a plan of implementation. These reviews and recommendations form the basis for administrative decisions affecting the program and the college. One year after the review, the dean and department chairs report to the Vice Chancellor for Academic Affairs on progress made in implementing the recommendations.

UH Mānoa supplements the self-study outline to include more focus on distance-delivered programs, and has developed criteria and guidelines to review academic support units to address WASC criteria for review. Through the UH Mānoa Assessment Office, the student and alumni surveys were revamped to include a focus on student learning outcomes in order to provide additional data in support of ongoing assessment efforts.

#### Recent Modifications – Professional Accreditation

While UH Mānoa has always coordinated program review with professional accreditation, the focus was on the schedule of the review (normally one year after the accreditation visit). Accredited programs were still required to submit the self-study and undergo review by a faculty team.

Under UH Mānoa's current procedures, the Vice Chancellor for Academic Affairs accepts the self-study prepared for professional accreditation, the accrediting review team's campus visit, the team's report, and the accrediting agency's action letter in lieu of a Vice Chancellor Academic Affairs-organized external review. After receipt of the decision and action of the accrediting agency, professionally accredited programs move directly to the exit interview, followed by the "one-year progress report," concentrating on how the college will address the issues raised by the accrediting agency. For the most

part, the coordination of professional accreditation with program review has not affected the model of reviewing programs by college. For units with a mix of professionally accredited and non-accredited programs, the outliers tend to be graduate programs. In these cases, the Graduate Division reviews the graduate programs.

One benefit of the coordination of professional accreditation and program review is the joint attention of the central administration and the college in addressing and resolving issues raised by accrediting agencies

The WASC Commission noted in their July 5, 2011 letter to Chancellor Virginia Hinshaw: “Regarding educational effectiveness, of special note is UHM’s academic program review process which the team called “a total success,” “well articulated,” “highly developed...linked to WASC standards, and broadly supported as worthwhile by the faculty.”

<b>Program and Credential</b>	<b>Status / Action</b>
<b><i>UH Mānoa</i></b>	
<i>Accounting (MAcc)</i>	<i>Accredited Through 2016</i>
<i>Biological Engineering (BS)</i>	<i>Current *</i>
<i>Civil Engineering (BS)</i>	<i>Current*</i>
<i>Electrical Engineering (BS)</i>	<i>Current*</i>
<i>Business Administration (BBA)</i>	<i>Accredited Through 2016</i>
<i>Business Administration (MBA)</i>	<i>Accredited Through 2016</i>
<i>Clinical Psychology (PhD)</i>	<i>Accredited Through 2015</i>
<i>Education (Bed)</i>	<i>Accredited Through 2014</i>
<i>Education (PB)</i>	<i>Accredited Through 2014</i>
<i>Education (MEd)</i>	<i>Accredited Through 2014</i>
<i>Education (PhD)</i>	<i>Accredited Through 2014</i>
<i>Educational Psychology (PhD)</i>	<i>Accredited Through 2014</i>
<i>Food Science &amp; Human Nutrition (BS)</i>	<i>Accredited Through 2011</i>
<i>Human Resource Management (MHRM)</i>	<i>Accredited Through 2016</i>
<i>International Management (PhD)</i>	<i>Accredited Through 2016</i>
<i>Law (JD)</i>	<i>Accredited Through 2017</i>
<i>Nursing (BS)</i>	<i>Accredited Through 2021</i>
<i>Nursing (MS)</i>	<i>Accredited Through 2021</i>
<i>Ocean and Resources Engineering (MS)</i>	<i>Current*</i>
<i>Kinesiology &amp; Rehabilitation Science (MS), (Athletic Training, entry level)</i>	<i>Accredited Through 2020</i>
<i>Social Work (BS)</i>	<i>Accredited Through 2018</i>
<i>Social Work (MS)</i>	<i>Accredited Through 2018</i>

\* The Accreditation Board of Engineers and technology forbid including specific accreditation dates on public documentation.



## 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 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 Vice Chancellor for Academic Affairs.

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 Faculty Congress and department faculty participate in the Congress' deliberations. The Congress recommends actions to the Vice Chancellor for Academic Affairs, who decides on recommendations, sends each department a memorandum of understanding, and prepares the annual summary report to the UH System. Department faculty may consult with the Vice Chancellor for Academic Affairs 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 Vice Chancellor for Academic Affairs.

<b>Program and Credential</b>	<b>Status / Action</b>
<i>UH Hilo</i>	
<i>Geography (BA)</i>	<i>Completed 5/2011</i>
<i>Hawai'ian Language (BA)</i>	<i>Completed 9/2010</i>
<i>Hawai'ian Language and Literature (MA)</i>	<i>Completed 9/2010</i>
<i>Computer Science</i>	<i>Program review in progress</i>

## 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 Authorizations 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 of Regents in the upcoming years.

### 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 earning 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.

### Procedures for Program Review

Academic programs at UHWO are reviewed on a seven-year cycle. The Vice Chancellor for Academic Affairs'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 O'ahu 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 the UH-West O'ahu's institutional, divisional, and concentration objectives.

<b>Program and Credential</b>	<b>Status / Action</b>
<i>UHWO</i>	
<i>Humanities (BA)</i>	<i>Program review in progress</i>
<i>Social Sciences (BA)</i>	<i>Program review in progress</i>

## **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:

[http://www.Hawai'i.edu/offices/cc/docs/policies/UHCCP\\_5.202-Review\\_of\\_Established\\_Programs.pdf](http://www.Hawai'i.edu/offices/cc/docs/policies/UHCCP_5.202-Review_of_Established_Programs.pdf)

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 is used to make campus and UHCC system resource plans and provides data in support of the University’s Academic Program Action 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:

<b>Program and Credential</b>	<b>Status / Action</b>
<i>Hawai'i CC</i>	
<b>Program and Credential</b>	<b>Status / Action</b>
<i>Accounting (AAS, CA)</i>	<i>Completed Annual Program Review in AY 11</i>
<i>Administration of Justice (AS)</i>	
<i>Agriculture (AAS, CA)</i>	
<i>Architectural, Engineering and CAD Technologies (AAS)</i>	<i>Completed Comprehensive Program Review in AY 11</i>
<i>Auto Body Repair and Painting (AAS, CA)</i>	
<i>Automotive Mechanics Technology (AAS, CA)</i>	<i>Completed Annual Program Review in AY 11</i>
<i>Business Technology, formerly OAT (AAS, CA, CC)</i>	
<i>Carpentry (AAS, CA)</i>	<i>Completed Comprehensive Program Review in AY 11</i>
<i>Culinary Arts (CC, CA, AAS)</i>	<i>Completed Annual Program Review in AY 11</i>
<i>Diesel Mechanics (AAS, CA)</i>	
<i>Digital Media Arts (CC)</i>	

<i>Early Childhood Education (AS, CA, CC)</i>	<i>Completed Comprehensive Program Review in AY 11</i>
<i>Electrical Installation and Maintenance Technology (AAS, CA)</i>	<i>Completed Annual Program Review in AY 11</i>
<i>Electronics Technology (AAS)</i>	<i>Did not complete Program Review</i>
<i>Fire Science (CA, AS)</i>	<i>Completed Annual Program Review in AY 11</i>
<i>Hawai'i Life Styles (AAS, ASC)</i>	
<i>Hospitality &amp; Tourism (CC, CA, AAS)</i>	
<i>Human Services (CC)</i>	
<i>Information Technology (AS,CA)</i>	<i>Completed Comprehensive Program Review in AY 11</i>
<i>Liberal Arts (AA)</i>	<i>Completed Annual Program Review in AY 11</i>
<i>Machine, Welding and Industrial Mechanics Technologies (AAS, CA, CC)</i>	
<i>Marketing (AAS, CA)</i>	
<i>Nursing and Allied Health</i> <i>NURS (AS)</i> <i>Practical Nurse (CA)</i> <i>Medical Office Receptionist (CC)</i>	
<i>Substance Abuse Counseling (CC)</i>	<i>Completed Annual Program Review in AY 11</i>
<i>Tropical Forest Ecosystem and Agroforestry Management (AS, CA)</i>	<i>Completed Annual Program Review in AY 11</i>

**Honolulu CC**

**Procedures used: Annual review and 5-Year Program Review Template for Auto Body Repair and Painting, Applied Trades, Carpentry Technology, Cosmetology, Fashion Technology, and Refrigeration and Air Conditioning Technology.**

<b>Program and Credential</b>	<b>Status / Action</b>
<b><i>Honolulu CC</i></b>	<i>Continued</i>
<i>Administration of Justice (AAS)</i>	
<i>Aeronautics Maintenance Technology (CA, AS)</i>	
<i>Applied Trades (AAS)</i>	
<i>Architectural, Engineering and CAD Technologies (CA, AS)</i>	
<i>Auto Body Repair and Painting (CA, AAS)</i>	
<i>Automotive Technology (CC, AAS)</i>	
<i>Carpentry Technology (CA, AAS)</i>	
<i>Commercial Aviation (AS)</i>	
<i>Communication Arts (AS)</i>	
<i>Computing, Electronics, and Networking Technology (AS, APC)</i>	
<i>Cosmetology (CA, CC, CP, AAS)</i>	

<i>Diesel Mechanics Technology (CA, CC, AAS)</i>	
<i>Early Childhood Education (CA, AS)</i>	
<i>Electrical Installation and Maintenance Technology (CA, AAS)</i>	
<i>Fashion Technology (CA, CC, CO, AAS)</i>	
<i>Fire and Environmental Emergency Response (CA, AAS)</i>	
<i>Human Services (CC, AAS)</i>	
<i>Industrial Education (AAS)</i>	
<i>Liberal Arts (AA)</i>	
<i>Occupational and Environmental Safety Management (CA, AAS)</i>	
<i>Refrigeration and Air Conditioning Technology (CA, AAS)</i>	
<i>Sheet Metal and Plastics Technology (CA, AAS)</i>	
<i>Small Vessel Fabrication and Repair (AAS)</i>	
<i>Welding Technology (CA, AAS)</i>	

<b>Program and Credential</b>	<b>Status / Action</b>
<b><i>Kapi'olani CC</i></b>	
<i>Accounting (AS, CA)</i>	<i>Continued</i>
<i>Culinary Arts (AS, CA)</i>	
<i>Dental Assisting (CC)</i>	
<i>Emergency Medical Technician (CC)</i>	
<i>Hotel/Restaurant Operations (AS, CA)</i>	
<i>Information Technology (AS, CA)</i>	
<i>Liberal Arts (AA)</i>	
<i>Hawai'ian/Pacific Studies (ASC)</i>	
<i>Asian Studies (ASC)</i>	
<i>International Studies (ASC)</i>	
<i>Marketing (AS)</i>	
<i>Medical Assisting (AS, CA)</i>	
<i>Medical Laboratory Technician (AS)</i>	
<i>Mobile Intensive Care Technician (AS)</i>	
<i>New Media Arts (AS)</i>	
<i>Nursing (AS)</i>	
<i>Practical Nursing (CA)</i>	
<i>Occupational Therapy Assistant (AS)</i>	
<i>Paralegal (AS)</i>	
<i>Physical Therapist Assistant (AS)</i>	
<i>Radiologic Technology (AS)</i>	
<i>Respiratory Care (AS)</i>	

<i>Retail Management (CA)</i>	
<i>Travel and Tourism (AS)</i>	

<b>Program and Credential</b>	<b>Status / Action</b>
<b><i>Kaua'i CC</i></b>	
<i>Liberal Arts (AA)</i>	<i>Completed 12/2010</i>

<b>Program and Credential</b>	<b>Status / Action</b>
<b><i>Leeward CC</i></b>	
<i>Associate in Arts Program (AA)</i>	<i>UHCC Annual Report of Program Data.</i>
<i>Associate in Arts in Teaching (AAT)</i>	
<i>Automotive Technology (AAS)</i>	
<i>Culinary Arts (AAS)</i>	
<i>Supervisory Management (AAS)</i>	
<i>Accounting (AS)</i>	
<i>Business Technology (AS)</i>	<i>UHCC Annual Report of Program Data.</i>
<i>Digital Media (AS)</i>	
<i>Information and Computer Science (AS)</i>	
<i>Television Production (AS)</i>	
<i>Human Services/Substance Abuse Counseling (CC)</i>	<i>Annual Program Review, 2010-2011</i>
<i>Accounting Program</i>	
<i>Associate in Arts Program</i>	
<i>Associate in Arts in Teaching</i>	
<i>Automotive Technology</i>	
<i>Business Technology Program</i>	
<i>Culinary Arts Program</i>	
<i>Digital Media Program</i>	
<i>Information and Computer Science Program</i>	
<i>Substance Abuse Counseling Program</i>	
<i>Supervisory Management Program</i>	
<i>Television Production Program</i>	

<b>Program and Credential</b>	<b>Status / Action</b>
<b><i>Maui CC</i></b>	
<i>Applied Business and Information Technology (BAS)</i>	
<i>Accounting (AAS, CA)</i>	
<i>Administration of Justice (AAS, CA)</i>	
<i>Agriculture and Natural Resources (AAS, CA)</i>	

<i>Auto Body Repair and Painting (AAS, CA)</i>	<i>Continued</i>
<i>Business Careers (AAS, CA)</i>	
<i>Business Technology (AAS, CA)</i>	
<i>Culinary Arts (AAS, CA)</i>	
<i>Early Childhood Education (AAS, CA)</i>	
<i>Electronics and Computer Engineering Technology (AS, CA)</i>	
<i>Fashion Technology (AAS, CA)</i>	
<i>Hospitality and Tourism (AAS, CA)</i>	
<i>Human Services (AS, CA)</i>	
<i>Practical Nursing (CA)</i>	
<i>Registered Nursing (AS)</i>	
<i>Sustainable Construction Technology (AAS, CA)</i>	
<i>Liberal Studies (AA)</i>	

<b>Program and Credential</b>	<b>Status / Action</b>
<b><i>Windward CC</i></b>	
<i>Associate of Arts (AA)</i>	<i>Continued</i>
<i>Agriculture Technology: Plant Landscaping (CO)</i>	<i>Completed/ Continued</i>
<i>Agriculture Technology: Subtropical Urban Tree Care (CO)</i>	
<i>Art (ASC)</i>	
<i>Bio-Resources and Technology: Bio-Resource Development Management (ASC)</i>	
<i>Bioresources and Technology: Plant Biotech (ASC)</i>	
<i>Business (ASC)</i>	
<i>Hawai'ian Studies (ASC)</i>	
<i>Information Computer Science: Web Support (CO)</i>	
<i>Psycho-Social Development (ASC)</i>	
<i>Veterinary Assisting (CA)</i>	



**LISTING OF ABBREVIATIONS FOR  
ACADEMIC CREDENTIALS**

<b>AA</b>	Associate in Arts
<b>AAS</b>	Associate in Applied Sciences
<b>APC</b>	Advanced Professional Certificate
<b>AS</b>	Associate in Science
<b>ASC</b>	Academic Subject Area Certificate
<b>ATS</b>	Associate in Technical Studies
<b>BA</b>	Bachelor of Arts
<b>BAPS</b>	Bachelor of Arts in Pharmacy Studies
<b>BAS</b>	Bachelor of Applied Science
<b>BBA</b>	Bachelor of Business Administration
<b>B Ed</b>	Bachelor of Education
<b>BFA</b>	Bachelor of Fine Arts
<b>BMus</b>	Bachelor of Music
<b>BS</b>	Bachelor of Science
<b>BSW</b>	Bachelor of Social Work
<b>CA</b>	Certificate of Achievement
<b>CC</b>	Certificate of Completion
<b>CO</b>	Certificate of Competence
<b>CP</b>	Certificate of Participation
<b>DArch</b>	Doctorate of Architecture
<b>DNP</b>	Doctorate of Nursing Practice
<b>DPT</b>	Doctorate of Physical Therapy
<b>DrPH</b>	Doctor of Public Health
<b>Edd</b>	Educational Doctorate
<b>G Cert</b>	Graduate Certificate
<b>JD</b>	Juris Doctor
<b>LLM</b>	Master of Law
<b>MA</b>	Master of Arts
<b>MAcc</b>	Master of Accounting
<b>MBA</b>	Master of Business Administration
<b>MD</b>	Doctor of Medicine
<b>MEd</b>	Master of Education
<b>MEdT</b>	Master of Education in Teaching
<b>MFA</b>	Master of Fine Arts
<b>MHRM</b>	Master of Human Resource Management
<b>MLISC</b>	Master of Library and Information Science
<b>MMus</b>	Master of Music
<b>MPA</b>	Master of Public Administration
<b>MPH</b>	Master of Public Health
<b>MS</b>	Master of Science
<b>MSW</b>	Master of Social Work
<b>MURP</b>	Master of Urban and Regional planning
<b>PB</b>	Post Baccalaureate Certificate
<b>PDE</b>	Professional Diploma in Education
<b>PhD</b>	Doctor of Philosophy
<b>U Cert</b>	Undergraduate Certificate