HAWAI`I COMMUNITY COLLEGE
ANNUAL INSTRUCTIONAL
PROGRAM REVIEW

AA Degree Program
A.Y. 2005-2006

APRIL 2, 2007

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ANNUAL INSTRUCTIONAL PROGRAM REVIEW
Associate in Arts Degree Program
April 2, 2007

I. Narrative and Analysis of Data

a. Statement on the mission or purpose of the program, including the target student population

The Associate in Arts degree Program is designed for students who are preparing themselves to transfer to a four-year college or university and prepares students for roles as continuing students, family members, employees, and citizens of local and global communities. We envision that our graduates will be able to achieve the following Student Learning Outcomes:

Critical And Creative Thinking
Think and act with intellectual insight and integrity. Gather, analyze, and evaluate information. Pose questions, synthesize ideas, solve problems, and reach logical conclusions. Create new ideas and works that express individuality.

Communication
Discover, construct and communicate meaning through observing, listening, speaking, reading, writing, and interacting.

Mathematical and Scientific Reasoning
Apply mathematical reasoning and scientific methods to solve problems.

Historical Perspective
Evaluate historical perspectives to inform present thought and influence future action.

Integration and Application Of Knowledge
Use information ideas, and methods from diverse disciplines to enhance intellectual, aesthetic, professional, and community life.

Leadership
Engage persons across the whole community in working collaboratively to advance shared goals.

Values and Ethics
Make informed and principled decisions with respect to individual conduct, the community, and the environment. Respect, promote and support Hawaiian and Local cultures and social diversity.

Life Systems
Demonstrate commitment to social and natural systems in ways that honor and sustain the integrity of life.

Adopted September 9, 2005
b. Information on external factors affecting the program

As the only publicly supported, open door community college on Hawaii Island, the AA Degree Program seeks to serve the entire island through distributed sites and the use of technology. Some of the special challenges we face are:

- Broad geographic reach
- Outdated and inadequate facilities on the Hilo and West Hawaii campuses
- Insufficient administrative infrastructure and resources to support rapid growth in the overall college, although additional funding and positions have been allocated
- High employment in Hawaii County has impacted our full-time enrollment; however, the number of part-time students has increased
- Large number of under-prepared students result in a great need for remedial/developmental education
- With the expansion of other programs, such as Nursing, which rely on courses offered in the AA degree program to support their curriculum, increased funding for faculty positions, facilities, and resources are necessary

A positive impact has been grants which fund additional course offerings that enhance diversity, increase accessibility, provide additional resources, and extend learning opportunities into the local communities and public high schools.

c. Attach PHI Report (CTE Programs only)

not applicable

d. Required external measures, if applicable (e.g.) Nursing Cert.

not applicable

Analysis of Data

FTE of BOR Appointed Program Faculty (#8) and Number of FTE Faculty (#9) were not provided in the quantitative trend data chart. BOR Faculty teaching in the skill courses in reading, writing, and math and in general education support courses lower than 100-level also teach in the AA Degree Program. To better analyze demand/need for full-time and part-time faculty in the Liberal Arts and Public Services Division, data for FTE BOR appointed faculty will be calculated by disciplines and/or departments.

In examining the number of graduates and the FTE student majors, the AA degree program graduates approximately 30% of its majors. With an average class fit of over 90% and an average class size of about 23 students, the departments within the AA Degree program are making efficient use of human and physical resources to meet the demands and needs of students. The student-faculty ratio of 16 to 1 provides an ideal learning environment for students, which contributes to a high retention rate and an average PPC GPA of 2.80. At a program cost of $94.31 per SSH, the AA Degree program is a bargain.
II. Update or Create Your Action Plan including Budget Request with Justification, if needed.

The AA Degree program plans to do the following:

- Implement a 20% course review
  - include the appropriateness of offering distance learning courses to serve Hawaii Island beginning Fall 2007
  - continue to develop and modify course SLOs
- Learn how to assess SLO’s
- Begin to review the effectiveness of remedial/development education and ways to improve paper
- Pilot flexible course offerings to include nights, weekends, and part-of-term

Budget Request

Computer system and peripherals in all of the instructional classrooms need to be upgraded or replaced on an on-going basis. The cost to upgrade/replace is approximately $63,000.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 Elmo’s at $2,500 ea</td>
<td>$30,000</td>
</tr>
<tr>
<td>Replacement bulbs for computer projectors and Elmos at $400 ea</td>
<td>$3,000</td>
</tr>
<tr>
<td>Complete computer systems</td>
<td>$30,000</td>
</tr>
<tr>
<td>For classrooms in K building, PB 15-1&amp;2 and 16, and MPA</td>
<td></td>
</tr>
<tr>
<td>For classrooms in MPA, 388-101, PB 15-1&amp;2, and 16</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$63,000</td>
</tr>
</tbody>
</table>

Justification:
In order to provide instructors with adequate technological tools, the AA Degree program plans to equip all instructional classrooms with computer systems and peripherals.
### QUANTITATIVE TREND DATA CHART

**Program Name:** AA Degree Program

<table>
<thead>
<tr>
<th>#</th>
<th>Description</th>
<th>Fall 2005</th>
<th>Spring 2006</th>
<th>AY</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>Number of Unduplicated Majors</td>
<td>808</td>
<td>711</td>
<td>995</td>
</tr>
<tr>
<td>#2</td>
<td>Total Student Semester Hours</td>
<td>5796</td>
<td>4997</td>
<td>10793</td>
</tr>
<tr>
<td>#3</td>
<td>FTE Student Majors</td>
<td>386.40</td>
<td>333.13</td>
<td>359.77</td>
</tr>
<tr>
<td>#4</td>
<td>Number of Graduates</td>
<td>-</td>
<td>-</td>
<td>108</td>
</tr>
<tr>
<td>#5</td>
<td>Number of classes</td>
<td>166</td>
<td>163</td>
<td>329</td>
</tr>
<tr>
<td>#6</td>
<td>Avg Class size</td>
<td>24.30</td>
<td>22.61</td>
<td>23.46</td>
</tr>
<tr>
<td>#7</td>
<td>Avg Class fit</td>
<td>96.1%</td>
<td>91.8%</td>
<td>94.0%</td>
</tr>
<tr>
<td>#8</td>
<td>FTE of BOR Appointed Program Faculty</td>
<td>-</td>
<td>-</td>
<td>n/a</td>
</tr>
<tr>
<td>#9</td>
<td>Number of FTE Faculty</td>
<td>-</td>
<td>-</td>
<td>n/a</td>
</tr>
<tr>
<td>#10</td>
<td>Student semester hours for all PPC class enrollments</td>
<td>8354</td>
<td>7687</td>
<td>16041</td>
</tr>
<tr>
<td>#11</td>
<td>Student-Faculty Ratio</td>
<td>-</td>
<td>-</td>
<td>15.57</td>
</tr>
<tr>
<td>#12</td>
<td>PPC Credits Earned Ratio</td>
<td>.72</td>
<td>.71</td>
<td>.71</td>
</tr>
<tr>
<td>#13</td>
<td>Non-PPC Credits Earned Ratio</td>
<td>.70</td>
<td>.93</td>
<td>.82</td>
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<tr>
<td>#14</td>
<td>PPC Avg GPA</td>
<td>2.83</td>
<td>2.78</td>
<td>2.80</td>
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<tr>
<td>#15</td>
<td>Non-PPC Avg GPA</td>
<td>2.35</td>
<td>2.39</td>
<td>2.37</td>
</tr>
<tr>
<td>#16</td>
<td>Budget</td>
<td>-</td>
<td>-</td>
<td>66154.00</td>
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<tr>
<td>#17</td>
<td>Program Cost per SSH***</td>
<td>-</td>
<td>-</td>
<td>94.31</td>
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</tbody>
</table>

*** - calculated using rank 4 rate per credit hour of instruction