

UNIVERSITY OF HAWAI'I COMMUNITY COLLEGES
ANNUAL INSTRUCTIONAL PROGRAM REVIEW
PROCEDURES, COMPONENTS, AND MEASURES

Introduction:

PROGRAM GOALS

The purpose of the Certificate of Completion in CHO is to provide a continuous and adequate supply of Care Home Operators for employment in the Adult Residential Care Home system of Hawai'i County and the State of Hawai'i.

Program Outcomes

Upon completion of the Adult Residential Care Home program,

PLO #1Y.The graduate will apply the provisions and requirements of HAR, Title 11, Chapter 100.1 pertaining to the administration of an ARCH in order to function as primary caregiver or substitute caregiver in a licensed care home.
PLO #2Y.The graduate will utilize basic nursing knowledge and critical thinking to identify the signs and symptoms of the common health problems of older residents in order to safely implement nursing interventions and medical treatment as indicated.
PLO #3....The graduate will take into consideration the cultural values, health beliefs and dietary practices of residents in order to provide their dietary requirements.
PLO #4....The graduate will assume the roles and responsibility of providing residents access to routine health maintenance and screening as well as social, recreational and leisure activities.
PLO #5....The graduate will assist and make medication available to residents in a safe manner.
PLO #6....The graduate will assist in carrying out the prescribed rehabilitative and restorative therapies for residents.
PLO #7....The graduate will apply knowledge about elderly abuse, neglect, and exploitation and the process for reporting it.
PLO #8....The graduate will apply care strategies that maximize the cognitive functional level of residents and provide safe care of specialized populations who exhibit challenging behaviors.
PLO #9....The graduate will identify appropriate community resources that can help meet the needs of residents' and care home operators.

Part I. Quantitative Indicators for Program Review

	AY 04-05	AY 05-06	AY 06-07
CHO			
1. Annual new and replacement positions in the State	5318	5318	5318
2. Annual new and replacement positions in the County	213	213	213
3. Number of majors	26	25	25
4. Student Semester Hours for program majors in all program classes	78	75	75
5. Student Semester Hours for Non-program majors in all program classes	0	6	0
6. Student Semester Hours all program classes	78	81	75
7. FTE Program enrollment	5.2	5.4	5
8. Number of classes taught	3	3	3
9. Determination of program's health based on demand (Health, Cautionary, or Unhealthy)			
10. Average Class Size	26	27	25
11. Class fill rate	104%	108%	100%
12. FTE of BOR appointed program faculty	1	1	1
13. Student/Faculty ratio	26:1	25:1	25:1
14. Number of Majors per FTE faculty	130	125	125
15. Program Budget Allocation (Personnel, supplies and services, equipment)	\$11,734.00	\$11,734.00	\$11,594.00
16. Cost Per Student Semester Hour	\$150.44	\$144.86	\$154.59
17. Number of classes that enroll less than ten students	0	0	0
18. Determination of program's health based on Efficiency (Healthy, Cautionary, or Unhealthy)			
19. Persistence of majors fall to spring	0%	0%	0%
20. Number of degrees earned (annual)	0	0	0
21. Number of certificates earned (annual)	0	0	0
22. Number of students transferred (enrolled) to a four-year institution in UH	0	0	0
23. Perkins core indicator: Academic Attainment(1P1)	.00%	66.67%	100.00%
24. Perkins core indicator: Technical Skill Attainment (1P2)	.00%	100.00%	100.00%
25. Perkins core indicator: Completion Rate (2P1)	.00%	.00%	.00%
26. Perkins core indicator: Placement in Employment Education, and Military (3P1)	.00%	.00%	.00%
27. Perkins core indicator: Retention in Employment (3P2)	.00%	.00%	.00%
28. Perkins core indicator: Non Traditional Participation (4P1)	10.64%	10.20%	23.81%
29. Perkins core indicator: Non Traditional Completion (4P2)	.00%	.00%	.00%
30. Determination of program's health based on effectiveness (Healthy, Cautionary, Or Unhealthy)			
31. Determination of program's overall health (Healthy, Cautionary, or Unhealthy)			
32. Number of FTE Faculty	0.2	0.2	0.2

Part II. Analysis of the Program

Strengths and weaknesses in terms of demand, efficiency, and effectiveness based on analysis of data.

There is a healthy demand for Care Home Operators in the state and county of Hawaii. Courses are fully enrolled each time they are offered with students traveling from other islands to take the courses. Community based care is a current and growing trend. The program is efficient in that the courses fill at 100% or more and are taught as part of the workload of a nursing faculty who also teaches full time in the Practical Nursing Program. However, this faculty will retire soon and there is not another faculty prepared to teach the courses at this time. Figures for cost per student semester hour provided to in the Quantitative Indicators for Program Review do not make sense to the writers since the ARCH courses are taught as a non cost faculty overload and the supply budget allocated directly to the program is less than \$3000 per year. Almost all the students who enroll in the three credit ARCH course sequence successfully complete it. However, almost none of the students who complete the courses apply for the Certificate of Completion in CHO. According to an informal survey most graduates do go on to work as primary and substitute care givers in ARCH facilities thereby meeting the purpose of the program. Revisions in the law governing ARCH facilities finalized in fall 2007 will require modifications of the courses.

Significant Program Actions

According to the 2006-2007 PHI report the action plan included:

1. Update curriculum materials according to revisions by Department of Health
2. Prepare comprehensive program review
3. Submit request to discontinue Certificate of Completion

Revision of curriculum materials began during summer and fall 2007. However the Department of Health's revisions were not finalized until late fall 2007 so the revisions were not completed. The comprehensive program review will be submitted 11/30/07. The request to discontinue the CC in CHO was not made due to the need for further analysis of its implications.

Part III. Action plan

1. Complete course modifications as prescribed by Department of Health revisions.
2. Develop and administer a formal employment survey of graduates.
3. Begin preparing another faculty to teach ARCH courses.
4. Explore whether or not to continue offering a CC in CHO or just the ARCH courses.

Part IV. Resource Implications (physical, human, financial)

There will be a need for assistance from the institutional researcher in the development and administration of the employment survey. The ARCH faculty will need to focus more time on completing of course modifications, and recruiting and preparing another faculty

to teach ARCH. The Chair of Nursing and Allied Health will need to consult with the VCAA regarding the implications of discontinuing the CC in CHO and will need time to prepare proposals for such actions.