

-Hawaii Community College Program/Unit Review AY 2009-2010  
Executive Summary

With the completion of its fifth cycle of program/unit review all 46 programs and units have undergone the process of comprehensive review at least once. In addition the college conducts annual reviews for all 46 programs and units. New to this year's instructional program review is the inclusion of the Fire Science Program. This program was approved as a provisional program by the Board of Regents in March 2009. The UH Community Colleges system has standardized the determination of program "health calls" for the instructional programs of program reviews completed in AY 2008-2009. As with any method used to standardize "health calls," these health call guidelines may require debriefing and adjustments through the UHCC system.

In following this new health call system the college must report that out of the 28 instructional programs, 5 are healthy, 18 are cautionary, and 5 are unhealthy.

Over the past year, the college reviewed SOC for the EMSI job projections which play a central role in the calculation of 1/3 of the health indicators across 2/3's of the categories in the program review devised by the UHCC system (**demand and effectiveness are the two program review categories that are impacted**). The college suspects that the scope of its EMSI data needs to be broadened to give a more accurate picture of job opportunities in its community. It was believed that the revised SOC codes would have had a substantial impact to improve health calls for some of the programs that are now deemed to be in either an unhealthy or a cautionary status because job projections for the county have been lower than expected. As a result, the overall health call improved for 4 programs: 2 programs improved from cautionary to healthy; 2 programs improved from unhealthy to cautionary. However, the overall health call for 4 programs declined: 1 program declined from healthy to cautionary and 3 programs declined from cautionary to unhealthy.

The following programs are deemed cautionary but could be considered on the borderline of healthy status:

**Administration of Justice:** The Perkins program health indicators for this program are strong, fill rates have been improving reaching 91%. The program has strong academic crossover appeal in which approximately 1 out of 2 students are non majors. Moreover, the articulation agreement with UH Hilo enables HawCC students to move on to a baccalaureate and for UHH students to take some of their electives from HawCC. This program benefited by a review of its EMSI SOC codes resulting in an improved health call from unhealthy in 2008 to healthy in 2009. Persistence and completion rates are also strong.

**Architectural Engineering and CAD Technologies:** The number of majors and the fill rates in classes offered are very strong as are the Perkins program health indicators. Persistence rates are satisfactory as well. As indicated last year, a re-examination of EMSI SOC codes may well make the difference in this program's health call. According

to the data provided there are only 2 new and replacement positions (County Prorated) which does not represent a clear picture of job opportunities in this field.

**Carpentry:** This is one of the programs whose overall health call dropped from healthy in 2008 to cautionary in 2009 due to the cautionary health call for the effectiveness indicator. However, Perkins core indicators remain strong. Persistence rate from Fall to Spring is constant; successful completion rate reached 97%.

**Diesel Mechanics:** The program received an unhealthy call for the demand indicator and healthy for efficiency and effectiveness. This is another program that requires a careful review of the EMSI SOC codes to possibly improve its status in the demand category. The average class size reached is maximum enrollment of 20 with a 100% fill rate in all classes. The majors to faculty ratio is strong. Successful completion rate is high at 98%; persistence rate at 79% indicates better than average student success; Perkins core indicators remain strong with two indicators at 100% - technical skills attainment and student placement.

**Hawaiian Lifestyles:** This program continues to have the strongest academic crossover data of any of the college's programs. This means that many non-program majors choose to take these courses for general education or for personal enrichment purposes. The program received an "unhealthy" call for the demand indicator due to the low number of new and replacement positions in the County. Efficiency indicator is healthy. Program classes have a strong fill rate and persistence rates by program majors are satisfactory. Distance education rates are strong at 89% fill rate and 72% successful completion rate. The number of majors is satisfactory and the program will be seeking to convert its status from an A.A.S. to an A.S. degree program during the current academic year. This transition will better reflect the academic level of the program courses.

**Human Services:** This program demonstrates very strong academic crossover appeal. While the health call for the demand indicator is cautionary there has been a sizable increase in the SSH of program majors and non program majors. The fill rates for classes are high at 98% that reflected in the increase of average class size to 22.6 students. The program is beginning to offer distance education courses. The program has been especially hard hit by the EMSI underestimation of job opportunities.

**Machine Welding and Industrial Mechanics:** This is another program that requires a careful review of the EMSI SOC codes to possibly improve its status in the demand and effectiveness categories. There has been a significant increase in the number of majors, SSH program majors and SSH non-majors in program classes in the demand category. Successful completion rate is high at 97%; persistence rates are also high at 89%. Perkins indicators remain strong. The program is developing a track for Refrigeration and Air Conditioning that will substantially improve it numbers in the future. Due to the equipment intensive nature of this program its equipment needs for the aforementioned new track are extensive.

**Nursing: Associate Degree:** The health call for demand is based on the number of majors/new & replacement positions (County Prorated) or 358/31 which indicates that there are 11 majors for each new & replacement position in the County. All other data elements for demand are strong. Successful completion rate is extremely high at 91%; persistence rates continue to increase from 70% in 2006 to 77% in 2008. Perkins program health indicators are quite strong and the pass rate for graduates taking the Nursing Board exams is better than 90%. While the nontraditional participation and completion rates did not meet the performance goal, there were 7 males of 26 students of which 4 graduated within the NLNAC formula for program completion rate. The new nursing NLRC's in Hilo has recently moved ahead and is anticipated to be in use for Fall 2010.

**The following programs are appropriately categorized as cautionary at this time:**

**Business Technology:** This program improved the demand health call from unhealthy to cautionary due to the revision of SOC to broaden job opportunities in the county. There are significant increase in the number of SSS program majors and non-majors in program classes. Persistence rates are still at 69%; however successful completion is at 82%. Program indicators improved. has strong numbers of majors, however its persistence rates are weak and its Perkins program health indicators require improvement. Average class size continues to increase, while the fill rate is consistent at 82%. The program has strong academic crossover appeal.

**Digital Media Arts:** This program improved the overall health call from unhealthy to cautionary. In the demand category, the program may benefit from a review of SOC to broaden job opportunities in the county. As a result of the low number of 2 positions in the county, the demand health call is unhealthy. However, there has been a significant growth in the SSH program majors and non-majors in program courses; FTE enrollment in program classes increased from 15 in Fall 06 to 22 in Fall 09. This program, again, has been provided with incorrect staffing data reflecting zero faculty assigned to the program. The college will continue its efforts to correct this glitch to assure that the one faculty member will be reflected in future data reports from the Human Resources office. While there is an improvement in the data, the health call for the efficiency measure of cautionary is appropriate. The program met or exceeded 50% of the goals for Perkins indicators. The program plans to seek an Authorization to Plan (ATP) for an AS Degree in DMA during Spring 2010.

**Early Childhood Education:** The program improved the health indicator for demand from unhealthy in 2008 to cautionary in 2009 due to the significant increase in the number of new and replacement positions in the county from 13 to 86. Other improvement occurred in the SSH program majors and non-majors in program classes. There have been slight decreases in the data elements for efficiency causing the health call to be cautionary. The health call for effectiveness saw a decline from cautionary to unhealthy due to the number of unduplicated degrees/certificates awarded. The program met or exceeded 50% of the goals for Perkins. The program will be working to achieve NAEYC standards for accreditation so the current cautionary status for this program is a matter of concern for the faculty.

**Electrical Installation and Maintenance Technology:** The number of majors is constant and indicates that there are approximately 5 majors for each new and replacement position in the County. While the fill rates at 90% is slightly lower than the previous year the health call for efficiency remains healthy. Persistence rates have declined to 73%; successful completion rate is currently at 100%. Perkins indicators are remain strong with two indicators at 100%. The program has heavy equipment needs as well as rising supplies costs that are difficult for the college to accommodate. The program would benefit from a more cooperative working relationship with other Construction related programs on the campus. It also needs to upgrade its curriculum to take into account sustainable photo voltaic generation of electrical power.

**Electronics Technology.** While there is an increase in the number of SSH program majors and non-majors in program classes, there are approximately 6 majors for each new and replacement position in the County. The data for both the number of majors (19) and available positions (3) are very low. The data for the efficiency measures also reflect low numbers: 36% fill rate, average class size of 7 and 14 low enrolled (<10) classes. The program received a healthy call for effectiveness; however, the number of degree awarded is on the decline. The program met or exceeded 50% of the Perkins core indicator goals. It is expensive program that has been reduced to one program faculty member for several years. The program has collaborated with two other community college electronics programs in order to reduce the need for faculty by offering classes via video conferencing. Currently, the college is investigating the possibility of combining the electronics program with two other programs at the College.

**Hospitality and Tourism:** The health call for the demand indicator is healthy despite the low number of majors. In terms of efficiency the average class size of 12.8 is reflective of the fill rate of 43%. There is no BOR appointed faculty to the HOST program, however, the Division Chair is the full-time faculty responsible for the program. The program did not meet the Perkins measure for technical skills attainment and student placement. The program needs to do more by making connections with resorts to provide training and professional improvement classes that could be made available through on-site video-conferencing program classes. The program needs to actively recruit and promote its program within the community, especially since the Division Chair is situated in the area of the island known for its luxury resorts and its attraction to tourists.

**Information Technology:** This program remains cautionary for the demand indicator. The program saw an improvement of its efficiency health call from unhealthy to cautionary, however, the fill rates are still weak at 45% and the average class size remains at 8 since 2006. Perkins program health indicators are strong. The program has experienced the retirement of one of its full-time faculty. Currently, the college is investigating the possibility of combining the Information Technology program with two other programs at the College. If this program continues along its current trends it will face the prospect of unhealthy status in the future.

**Marketing:** As a result of the change in SOC for marketing, the new and replacement positions (County prorated) climbed from 2 in 2007 to 98 in 2008. While this program has strong academic crossover demand supporting students from other programs, it is also showing signs of improvement. In the efficiency category, the average class size and fill rate have improved and as a result, the efficiency health call is now healthy. The effectiveness health call remains at cautionary; however, the successful completion rate of 83% and persistence rate of 72% are strong. The program met or exceeded the Perkins indicators for technical skills attainment, completion, and student retention or transfer. The addition of a full time faculty member will help to stabilize and strengthen this program in the near future.

**Substance Abuse Counseling:** This program's health call for the demand indicator saw a significant improvement from unhealthy in 2007 to healthy in 2008. The program can also report strong data for SSH program majors and non-majors in program classes taking into account that the cross listed classes (one class is even tri-listed under different alphas) accurately reflect the enrollments as well as its impact on the average class size of 13.9 students. There is no FTE BOR appointed faculty. The program completed a comprehensive program review requesting for and approved by the College Effectiveness Review Committee (CERC) to request for a full-time BOR faculty in Substance Abuse Counseling. The AJ Coordinator continues to coordinate the program. The program improved the effectiveness health call from unhealthy to cautionary boasting a successful completion rate of 87%. However, persistence rates fell to 37%. Perkins indicators are adequate.

The program courses reflect strong academic crossover appeal because three of them are accepted as electives at UH Hilo in the Administration of Justice baccalaureate program at that campus. Moreover, this program has also been offered via distance education to the Island of Kauai to respond to needs in that County for counselors in this field to seek ADAD (Dept of Health Alcohol, Drug Abuse Division) certification as required. In the future this may need to be taken into account when the EMSI figures are gathered to also include Kauai figures as well.

**The following programs have been deemed Unhealthy.**

**Agriculture:** This program experienced a significant increase in new and replacement positions (County Prorated) from 1 in 2007 to 106 in 2008 indicating the program is not meeting employment needs in this field. SSH program majors and non-majors in program classes have shown improvement. However, the demand health call is unhealthy. The efficiency health call remains at cautionary reflecting an average class size of 7.5 students and fill rate at 57%. The effectiveness health call again remains unhealthy despite the successful completion rate of 76%. The program awarded only 2 degree/certificates. Perkin indicators are stronger in which only 1 measure – completion fell below the goal. All other Perkin indicators met or exceeded the established goal. The full time faculty has retired on December 31, 2009. The College will seek to advertise for a full time position to redesign the curriculum.

**Fire Science:** The Fire Science Program was approved for provisional status in March 2009. EMSI data was not provided, therefore, the health call for demand was improperly given an unhealthy call. The major code for Fire Science became effective after March 2009; therefore, there were no SSH program majors in program classes. The average class size of 20.7 and fill rate of 83% is healthy for a new program. Completion rate of 85% is strong; Perkins indicators are not available. The College has converted a vacant faculty position to a full-time position in Fire Science. Recruitment will begin in Spring 2010.

**Care Home Operator:** This program is at a disadvantage because it is a one-semester program that needs to report both and fall and spring semester data to provide an accurate presentation of its performance. However, the format of program review allows only fall data. Moreover, the program requires students to convert a non-credit portion of the program to credit to receive the certificate. Students choose not to do so hence the number of certificates earned is at zero. In the future this program will probably convert to non-credit. In fact the numbers for this program are quite healthy, but the impending retirement of the longtime faculty member raises questions about this program's future because recruitment of a new faculty member is questionable.

**Medical Office Assistant:** The program has not been offered since its inception.

**Tropical Forest Ecosystem Mgt & Agroforestry:** The demand health call for this program was unhealthy due to the decrease in the number of new and replacement positions (County Prorated) from 18 in 2006 to 2 in 2008. The program stated, "Since all of our graduates who have remained in Hawaii have either found employment in their fields or gone on to a 4-year degree, we believe that the numbers used for this indicator are unrealistic, and that, in reality, the demand for our graduates is commensurate with the number of students who are obtaining TEAM degrees." The program experienced a drop in the efficiency health call from cautionary to unhealthy due to the low fill rate of 47% and no FTE BOR appointed faculty. This information is incorrect as we have hired one BOR faculty for the Forest TEAM Program. Successful completion rate is high at 92% and the persistence rate of 77% is strong. Because the number of degree/certificates is low, the program received a cautionary call for the effectiveness measure. Perkins core indicator measures are strong.

**The following programs are appropriately categorized as healthy at this time:**  
Accounting, Auto Body Repair & Painting, Automotive Mechanics Technology, Culinary Arts, and Nursing: Practical Nursing.

