




August 19, 2020

MEMORANDUM

TO: UHCC Chancellors

FROM: Tammi Oyadomari-Chun 
Interim Associate VP for Academic Affairs

SUBJECT: SUBMISSION OF 2020 ANNUAL REPORTS OF PROGRAM DATA
(ARPD) – INSTRUCTIONAL, ACADEMIC SUPPORT, AND STUDENT AFFAIRS

University of Hawaii Community Colleges Policy 5.202 outlines review of established programs under the overarching commitment to continuous quality improvement. UHCC Academic Affairs prepares quantitative data reports to support campuses' processes for program review. For 2020 Annual Review of Program Data (ARPD), campus users will find guidelines and processes for submission at <http://uhcc.hawaii.edu/varpd/submission>.

Key dates for the 2020 ARPD process are:

- August 19, 2020: Preliminary program data posted at <https://uhcc.hawaii.edu/varpd/> for each program and in downloadable, tabular format (all programs and campus overview);
- October 15, 2020: Program data are finalized. This includes updates to measures, such as Fall to Fall Persistence (19a), which are dependent on Fall Census data. Note that campuses/programs may analyze additional data indicators that are meaningful for their program review;
- December 15, 2020: Completed analyses for all programs and brief executive summaries to be uploaded from campuses and made available publicly.

Please note that Scheduled Comprehensive Program Reviews are **not** included in the online submission process and do not have to be submitted to the UHCC Academic Affairs office. However, the review must be posted on your college website when completed.

Please email any ARPD questions and comments to uhccdata@hawaii.edu.

c: Erika Lacro, VPCC
Vice Chancellors for Academic Affairs
Vice Chancellors for Student Affairs
Institutional Research Cadre