

UNIVERSITY HAWAII COMMUNITY COLLEGES

INSTRUCTIONAL PROGRAM REVIEW PROCEDURES AND MEASURES

Associate in XXXX Degree

Assessment Period: (e.g. 2002-2005)

College Mission Statement

Program Mission Statement

Part I. Executive Summary of Program Status
Response to previous program review recommendations

Part II. Program Description
History
Program goals/Occupations for which this program prepares students
Program SLOs
Admission requirements
Credentials, licensures offered
Faculty and staff
Resources
Articulation agreements
Community connections, advisory committees, Internships, Coops, DOE connections
Distance delivered/off campus programs, if applicable

Part III. Quantitative Indicators for Program Review

Demand/Efficiency

1. Current and projected positions in the occupation (for CTE programs)
2. Annual new positions in the State (for CTE programs)
3. Number of applicants
4. Number of majors
5. Student semester hours for program majors in all program classes
6. Student Semester Hours for all program classes.
7. FTE program enrollment
8. Number of classes taught
9. Average class size

10. Class fill rate
11. FTE of BOR appointed program faculty
12. Semester credits taught by lecturers
13. Percent of classes taught by lecturers
14. FTE workload (Credits taught / full teaching load.)
Note: Full teaching load is generally defined as 27 or 21 credits depending on program
15. Major per FTE faculty
16. Number of degree/certificates awarded in previous year by major
17. Cost of program per student major
18. Cost per SSH
19. Determination of program's health based on demand and efficiency (Healthy, Cautionary, Unhealthy)

Outcomes

1. Attainment of student educational goals
2. Persistence of majors fall to spring
3. Graduation rate
4. Transfer rates
5. Success at another UH campus (based on GPA)
6. Licensure information where applicable
7. Perkins core indicators for CTE programs
8. Determination of program's health based on outcomes (Healthy, Cautionary, Unhealthy)

Part IV. Assessment Results Chart for Program SLOs (3-5 year trend)
Changes made as a result of findings

Part V. Curriculum Revision and Review
(Minimum of 20% of existing courses is to be reviewed each year.)

Part VI. Survey results

1. Student satisfaction
2. Occupational placement in jobs (for CTE programs)
3. Employer satisfaction (for CTE programs)
4. Graduate/Leaver (for CTE programs)

Part VII. Analysis of Program

Alignment with mission
Strengths and weaknesses based on analysis of data
Evidence of quality
Evidence of student learning
Resource sufficiency
Recommendations for improving outcomes

Part VIII. Action Plan

Part IX. Budget implications