

COMPREHENSIVE PROGRAM REVIEW ANALYSIS

Administration of Justice

Centrality: the program is appropriate to the mission of the institution

Workforce Demand: there are 50 annual job openings in Maui County and 500 in the state.

Majors: there are 40 majors

Class Fit: the class fit is 70%

Graduation Rate: the graduation rate is 5%

Placement in Employment: the rate is 65%

Plan of Action:

There has been no Program Coordinator for AJ since the fall of 2001. Since that time the curriculum has been offered by lecturers and students have continued to enroll in the program. The program review was written by the former chair of the Humanities/Social Science Unit and it outlined the current status and made recommendations for the future. The program review team offered a plan of action within their report. It was well developed, analyzed the current situation and again made recommendations for the future. The goal for the upcoming year is to hire a full time faculty member on a non-tenure track position. This faculty member would coordinate and teach in the AJ program as well as teaching sociology courses. Moving forward with the non-tenure track position will give the institution the flexibility to move toward a full-time tenure track position in AJ alone when the enrollment in the program is sufficient to warrant a long term investment.

Analysis of the comprehensive review:

The AJ program review was well developed and extremely comprehensive given there has been no Program Coordinator since 2001. It covered the goals of the program, explained which are being met, which are not and explained why. Even without a Coordinator, program goals as well as program student learning outcomes have been established. The work tasks for the Coordinator have been identified and include the need to develop student learning outcomes for individual AJ courses as well as to establish COWIQs and a curricular grid. Another high priority is to establish ties with

the community and institutions that AJ serves. Maui Police Department is extremely interested in working with MCC to utilize the AJ program in their recruitment for police officers. The current police commission is working the police officers union to establish a 2.5% pay premium for officers who complete their Associates Degree and a 5% pay premium for those officers who complete a Bachelors degree, prior to or during their employment with the MPD. There is a significant amount of data, both qualitative and quantitative to support the recommendations of both the program review and the review of the external team. The data includes information from students, both past and current, the local community and faculty and lecturers who are currently involved with the program. The budget information presented is appropriate to meet the needs of the program. As a result of conversations with the current Chair of Social Science, the previous Chair of the Humanities/Social Science Unit, and the results of the Comprehensive Program Review, a decision was made to establish a temporary full-time AJ/Sociology position that has now been advertised. A decision should be forthcoming as to an appointment prior to the beginning of fall semester, 2006.

Library

The Library has not had a formalized program review process in the past. One has recently been developed and this format will be shared with the Library faculty and staff for utilization in their annual program review. In addition, PHIs were not part of the comprehensive program review for the Library. However, a comprehensive program review was completed outlining Library program goals, policies, procedures and general information. Statistical and survey data was also provided.

Plan of Action:

The program review outlines an ambitious plan of action to address the challenges facing the Library. The plan lists the specific challenge area, connects the challenge to a specific in the Library Strategic Plan, identifies a strategy for achievement, identifies an assessment procedure and describes results. It is an excellent document and addresses the needs of the Library as identified by the faculty, staff, students and larger constituent base. There is an outline of needs including additional staff, increase in the budget, and upgraded or new equipment. There are also recommendations as to potential revenue generation. Each item of need includes the funding request as well as the rationale. Some of the staffing requests are due to shortages that occurred because of budgetary restrictions over the past year. These requests are expected to be addressed through legislative appropriations beginning July 1, 2006. In addition, some of the requests will be included in the biennium budget proposal as a result of the program review process.

Analysis of the Comprehensive Program Review:

This document was extremely well written, very organized and quite comprehensive. It contained a detailed description of library services and needs. Goals were identified with measurable objectives and there was a strong connection between the needs and the

recommendations. It was obvious in reading the surveys and statistical data that the Library faculty and staff are attempting to meet the needs of their patrons, remain current with the latest technology services and provide services that combine "high tech and high touch." They also outlined a number of strategies to develop external revenue streams.

As outlined the Library was successful in the achievement of two of their stated goals; the creation of a learning environment and the development of partnerships with other libraries and the surrounding communities. The goals which were not achieved were all as a result of funding cutbacks and challenges. Of particular concern is access. Because of frozen positions hours were restricted during evenings and weekends. The Library faculty were not able to cover some of the services offered because of jurisdictional issues within the union contracts. It will be critical to restore the two classified staff positions once the budgetary restrictions are eased.

In reviewing the University of Hawaii System Library Data from 2004, it should be noted that MCC provided a very high level of service to their patrons given the number of staff and the resources allocated. In fact, MCC provided the most hours of service per week and were fourth in the UH system after Hamilton Library at Manoa, the Law Library and UH Hilo (including Hawaii CC).

The comprehensive program review for the Library sets a very high standard. The Head Librarian and the faculty and staff are to be commended for preparing a well written document which provides an excellent example of a culture of evidence.

Molokai Educational Center

The Molokai Educational Center has no previous program review and no PHIs (program health indicators). There have been no specific data regarding PHIs kept separately for Molokai. Hence, the data and statistics are included in the information which is provided for the Kahului campus. Over the course of the next year, separate information will be collected for the Molokai Center. This information will either be pulled out of the program information for the Kahului campus or the information will be reported separately within the program data. However, there are measurable benchmarks in the completion of certificates and degree rates of each of the majors offered.

Plan of Action:

The goals of the Center are connected to the MCC Strategic Plan and reflect the wishes of the campus and local community for the expansion of the Molokai Educational Center. The academic offerings are those that have been identified by the community and in many cases are also connected to workforce development for Molokai. Certificates will be offered in Nursing Aide Training and in Agriculture-Sustainable Crop Production. Other certificate programs will be completing their cycle over the course of the academic year. Surveys will be done in the community to ascertain needs; these needs will then be

evaluated relative to availability of academic offerings from MCC and the larger UH system. The acquisition of additional land adjacent to the current site is listed as the most important item for the Molokai campus. There is also a need for increased support in the counseling area as well as IT support and program review assistance.

Analysis of the Comprehensive Review:

The review plan was well developed and very comprehensive. It covered the Educational Center, the Molokai Farm and did a mini program review of all the federally funded programs. It outlined the goals of the program, listed the student learning outcomes, provided a curricular grid of the COWIQs and a program map. Even with scarce resources, the staff and faculty on Molokai have attempted to meet the needs of a diverse population through a variety of instructional modalities, utilizing in class instruction, WebCT, and HITS. A large portion of the Molokai student body identifies as Native Hawaiian/Part Hawaiian ancestry – a very high proportion within the community colleges. One of the unique characteristics of the Educational Center is the collaborative relationship between the state funded programs and the federally funded programs. A challenge for this relationship is the amount of facility space which are necessary for the federal programs. It is identified as an area of concern in terms of necessary space for lecturers and student usage of computer rooms and study areas.

Another identified need is that of technical support for the distributed learning operation. For example, the Molokai site is not a sending site; it is a receive site. If there are technology issues that impact the academic offerings to the students the learning experience can be adversely impacted. Because of the large number of offerings throughout the day, evening and on weekends it is necessary to have more than one person with this skill level.

The program review is rich with descriptive information and identifies how collaborative efforts can benefit the students. The external program review team made a series of suggestions – some which can be accomplished by the staff on Molokai and others which are the purview of the MCC administration or the UH system administration. The recommendation to provide additional statistical data is already being implemented between the Molokai Coordinator and the Institutional Research Office. There was also a recommendation to complete the building structure at the Molokai Farm with the ultimate goal of implementing a solid Agriculture and Vocational-Technical partnership. This is being addressed as well through the assistance of the Vice Chancellor of Administrative Services and the Vice Chancellor of Academic Affairs.

Carpentry, Welding, Drafting, and Sustainable Technology

Currently, there is a demand for qualified construction workers in Hawaii because of the construction boom. However, all of these programs have a long history of high and low enrollments depending on the economy and the demand for workers. As has been

apparent in other economic cycles when the construction industry is booming, enrollment in post-secondary education decreases.

Plan of Action:

Over the next few years the faculty and staff plan to combine the five construction related programs being offered on campus into one AAS in Construction Technology: Building Maintenance, Carpentry, Drafting, Sustainable Technology, and Welding. This will provide the necessary beginning level training to have an introduction to the building trades and a chance for beginners to experience each of the trades to determine which area they wish to continue. This will allow students to develop the basic skills particularly in the area of math. It will also prepare students to pass the entrance tests for the apprenticeship program. Currently, only about 50% pass the entrance exam and there are significant numbers who cannot pass the drug test. In the integration of the program it will be necessary to adjust the curriculum to address these issues.

Another recent development is the Construction Academy, a UHCC state-wide initiative, which was funded by the legislature. The plan is to place faculty members in various high schools around the state with the intent of working with students to provide relevant curriculum and move them into apprenticeship programs. MCC will be allocated seven positions, four to go into the high schools, one as a traveling program coordinator, one as a placement counselor, and one to provide support.

Analysis of the Comprehensive Review:

The program document clearly outlined the various programs including course outlines, student learning outcomes, and COWIQs. There is also information presented from the Perkins data which lists the individual indicators, the state adjusted levels of performance and the actual performance of MCC. It is broken out by program except for Sustainable Technology which does not have Perkins indicators.

There have been a variety of strategies employed to counter the enrollment trends; unfortunately the numbers in these programs have either decreased or remain at an even level except for Welding where enrollment has remained strong. The concern in Welding is the increasing cost of the program because of supplies. Another recommendation in the review is to strengthen the relationship between the credit and non-credit areas.

As the program moves forward on the integration all costs and potential cost savings should be documented as well as any facility upgrades since this will impact budget requests. It will also be necessary to create a culture of evidence regarding the new program.