



## **Program Assessment Report (PAR)**

**Business & Administration (BADM) Associate Degree**

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**ACADEMIC YEAR COVERED BY THIS REPORT: 2021-2022**

### **I. PROGRAM LEARNING OUTCOMES**

1. Graduates will develop effective communication skills in writing. 2. Graduates will develop integrated skill and concepts associated with the function of an effective organization. 3. Graduates will cultivate a capacity for leadership and develop the competencies associated with ethics and an understanding of social responsibility.

### **II. PROCEDURES USED FOR ASSESSMENT**

#### **A. Direct Assessment**

For this year 2021-2022 outcome 1 is assessed. 1. For outcome 1. students write three one-page papers in EC 2040 to demonstrate an understanding of current events using the Wall Street Journal as their source. Instructor will evaluate student papers using a rubric that assesses their writing mechanics, ability to relate course material to current events and their ability to demonstrate understanding of course concepts. After each assignment student's receive feedback that provides them with what they can do to improve their performance. Summer 2019, Fall 2020, and Spring 2021

#### **B. Scoring of Student Work**

1. For outcome 1 a rubric is used to assess student writing mechanics, ability to relate course material to current events and their ability to demonstrate understanding of course concepts. The class average grades on the students' first write-ups is compared to the average grades achieved by students on their last write-up to see if improvement was made after they receive feedback and practice. In addition, the class average grades are compared across years.

### **C. Indirect Assessment**

Students will be assessed upon graduation with an exit interview that will ask them to rate the degree that they mastered each outcome and what courses/assignments ... in the program helped them to achieve each program learning outcome.

### **III. ASSESSMENT RESULTS/INFORMATION:**

1. For outcome 1. students write three one-page papers in EC 2040 to demonstrate an understanding of current events using the Wall Street Journal as their source. Instructor will evaluate student papers using a rubric that assesses their writing mechanics, ability to relate course material to current events and their ability to demonstrate understanding of course concepts. After each assignment student's receive feedback that provides them with what they can do to improve their performance. Summer 2019, Fall 2020, and Spring 2021

1. The average class score on the article write-up assignments increased from 16.85 on the first assignment to the 15.00 out of a total of 20 points last assignment of this year 2021-2022. These increases were not statistically significant. Comparing the class averages from Summer 2019 term to the Spring 2021 term the average declined. This might be due to the different terms being assessed or that the mode of course delivery changed from in-class in 2019 to online in 2020 to mixed mode in 2021.

[Analysis]

### **IV. ACTIONS TO IMPROVE STUDENT LEARNING**

1. The increase in class averages for the article write-up assignment in this year 2021-2022 and each of the prior two year reflects positively on the ability of students to learn better writing techniques and to better demonstrate understanding of course material to current events. The results of this assessment have been sent to our Unit Director for Business Cindy Berelsman who can disseminate the findings to the other faculty in our Unit. Information from assessments will be reviewed by all faculty teaching in the Business and Administration AS degree. We will continually monitor assessments to make sure they are still relevant as we gather artifacts from students.

### **V. SUPPORTING DOCUMENTS**

Additional documentation, when provided, is stored in the internal Academic Program Assessment of Student Learning SharePoint site.

