

Assessment Report Worksheet #3

Academic Programs

Associate of Science Degree in
Business Administration

Academic Program
() Formative Assessment
(X) Summative Assessment

Fall 2010 – Spring 2011

Assessment Period Covered

August 8, 2011

Date Submitted

Academic Evaluation Question (Use a different form for each evaluation question):

Do students have basic knowledge of the major functional areas of business?

First Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

Ia. Means of Unit Assessment & Criteria for Success:

EVALUATION QUESTION (From WS #2): Has there been at least a 5% increase in enrolment in the A.S. in Business Administration in Fall 2011 enrolment, using Fall 2009 actual enrolment data as benchmark?

DATA SOURCES: Fall 2010 and Spring 2011 enrollment data from the IRPO

Ia. Summary of Assessment Data Collected:

TERM	ENROLLMENT	INCREASE (DECREASE)	PERCENTAGE CHANGE
FALL 2009 (Benchmark)	178	N/A	N/A
FALL 2010	194	16	9%
SPRING 2011	188	10	6%
AVERAGE	191	13	7%

Based on the above data, the program has met and even exceeded its criteria for success for both Fall 2010 (9% increase) and Spring 2011 (6% increase). The minimum target, using Fall 2009 data as benchmark, was a 5% increase in enrollment for the program.

Ia: Use of Results to Improve the Program:

Investigate the lower enrollment in Spring 2011 in relation to Fall 2010. Will similar data during past 5 years yield the same trend (i.e., higher enrollment in Fall vs. Spring)? Is it possible to increase enrollment further to at least 10%

Second Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

Ib. Means of Unit Assessment & Criteria for Success:

EVALUATION QUESTION (From WS #2): Has there been at least a 10% improvement in student completion rate in all 100-level Business courses in FY2011 compared to FY2009 actual completion data?

DATA SOURCES: Fall 2010 and Spring 2011 completion by course data from the IRPO

Ib. Summary of Assessment Data Collected:

	COMPLETION	INCREASE	

	RATE (ABCP)	RATE (ABCDP)	(DECREASE)	CHANGE
FALL 2009 (Benchmark)	Data not available	N/A	N/A	N/A
AC 131				
BU 101				
BU/MS 110				
BU/EN 121				
MS 150				
AVERAGE				
FALL 2010				
AC 131	42.90%	64.30%		
BU 101	63.30%	71.10%		
BU/MS 110	95.80%	100.00%		
BU/EN 121	84.00%	88.00%		
MS 150	73.50%	81.90%		
AVERAGE	71.90%	81.06%		
SPRING 2011				
AC 131	56.00%	66.00%		
BU 101	63.00%	68.50%		
BU/MS 110	80.00%	84.00%		
BU/EN 121	63.60%	72.70%		
MS 150	75.30%	81.20%		
AVERAGE	67.58%	74.48%		

Additional data: Course completion rate for college-level courses (all campuses)
 Fall 2010: ABCP: 73.2%; ABCDP: 83.3%
 Spring 2011: ABCP: 68.2%; ABCDP: 77.9%

Note: IRPO website contains data for enrollment from 2004-2009. However, data for completion rate was only from 2004-2008. It is not possible to calculate the change in completion rates in the absence of benchmark figures.

Ib: Use of Results to Improve the Program:

Request missing data (for Fall 2009) from IRPO to complete the information and come up with meaningful analysis to help improve the program.

Third Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

Ic. Means of Unit Assessment & Criteria for Success:

EVALUATION QUESTION (From WS #2): Has the Business Advisory Council been revived, with at least five (5) major business establishments or their representatives as regular members, and with at least four (5) organizational and consultative meetings conducted in FY 2011?

DATA SOURCES: Memorandum of Agreement or related document approved and signed by council members; minutes of meetings and official correspondence

Ic. Summary of Assessment Data Collected:

Division Chair Joseph Felix Jr. called a division faculty meeting on March 18, 2011. The meeting was held at the division chair's office. During said meeting, one of items discussed concerned the Business Advisory Council. Associate Professor Rafael Pulmano

presented the following draft information to serve as springboard for discussion on the matter and to solicit comments/suggestions from the group:

THE COUNCIL

The Pohnpei Business Advisory Council (PBAC) is a non-partisan statewide organization of business owners, operators, managers and other key players in the business community in Pohnpei formed to provide private sector advice to the College of Micronesia-FSM (COM-FSM) on practical aspects of program design review and implementation in the areas of accountancy, general business, and information technology.

OBJECTIVES

The association will serve to provide a forum for member-stakeholders from the business community and COM-FSM, through the Division of Business Administration, to participate in the process of ---

- a) Identifying work opportunities and job market trends.
- b) Conducting surveys to evaluate academic program effectiveness and responsiveness to changing community requirements.
- c) Developing short-term training programs targeting non-traditional students for their continuing education and capacity building.
- d) Expanding private business sector involvement in the Internship training component of the TYC Accounting program. [note: this was added as suggested during the meeting]

MEMBERSHIP

PBAC membership consists of one representative from each member-establishment in the state of Pohnpei, FSM ...

LIST OF PROSPECTIVE MEMBER-ESTABLISHMENTS

(Not yet ready as of this writing)

Ic: Use of Results to Improve the Program:

The reaction from all present (chair and faculty) was positive. There was unanimous agreement to pursue the project.

Follow-up meetings must be conducted and a clear action plan needs to be developed, approved and implemented to make this proposed project a reality.

Fourth Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

Ic. Means of Unit Assessment & Criteria for Success:

EVALUATION QUESTION (From WS #2): Have program modification and course outline modification requests been prepared and submitted for Curriculum Committee review and approval in FY 2011 to more appropriately address specific learning outcome requirements of those majoring in Business only as opposed to those who intend to pursue TYC Accounting?

DATA SOURCES: Approved program modification and course outline modification requests

Ic. Summary of Assessment Data Collected:

Prof. Rafael Pulmano prepared and submitted to the division chair two revised course outlines. Of these, AC 250 was presented to the Curriculum Committee. The other one, BU 250, was endorsed to Prof. Marian Medalla, who was the one teaching this course at that time, for further comments, review, or revision. The committee assigned a member to read and comment on the AC 250 outline. Those comments were then given to the division chair and Prof. Pulmano for response.

Ic: Use of Results to Improve the Program:

The course outline for AC 250 in the VPIA's web site was approved on 12/23/98. The textbook had undergone five revisions to reflect contemporary practices in the field of management accounting. A review of the 1998 course outline showed at least three topics covered are also included (and properly so) in Cost Accounting (AC 325). In addition to the comments and feedback received from the curriculum committee, there is a need to more closely reexamine and revise the course outline to make it more current and adapted to current changes and challenges.

Prepared by: Rafael Pulmano

Noted by: Joseph Felix, Jr.