



Assessment Report

PART 1: CONTACT & PROGRAM IDENTIFICATION

Report Year and Contact Information:		
<u>2019-2020</u>	<u>Benjamin B. White</u>	<u>bwhite37@cnm.edu</u>
Academic Year	Contact Person	Email

Name of Program:	Courses:
Business Administration AAS Degree: Project Management	BUSA 1198 BUSA 2198

PART 2: PROGRAM SUMMARY

Provide a high-level review of the program to include highlights, successes, challenges, significant changes, and significant resources needed to support the program.
This plan is used to assess the AAS Business Administration degree with a concentration in Project Management to provide a consistent process for documenting and reporting outcome results and actions taken as a result of this assessment.

Part 3: DATA REVIEW

Program Data (Each Review Year is defined as Summer, Fall, and Spring terms)	Review Year 19-20	Review Year 18-19	Review Year 17-18
Annual number of graduate awards is greater than 10			
Number of declared majors	52	27	2
Average class size	16	12	18
Annual Average class retention rate is 70% or above (SAGE 65%)	90%	88%	88%
Annual C-Pass rate for coursework is 60% or above	78%	75%	79%
Average class fill rate at 60% or above capacity within a term or over a year	52%	39%	60%
Transfer numbers/percent	0%	0%	0%
Full-time to part-time faculty ratio	6: 7	4: 6	2: 5

Summarize how your program met or did not meet the target measures based on the data above.

This is a Project Management Concentration BA AAS, and capacity fill missed the goal of 60% to meet student needs for success to graduate on time.

Part 4: PROGRAM LEARNING OUTCOME ANALYSIS.

Learning Outcome	Population or Course(s) Assessed	Assessment Methods	Summary of Assessment Results
Demonstrate knowledge and skills in basic project management and organization.	PM 1130 and PM 2250	Class project.	<p>BUSA 1198 87% of all student met this outcome in a final project with a score of 71% or higher; 84% of students earned a grade of 81% or higher - meeting departmental goals.</p> <p>BUSA 2198: 60% of the students met this outcome with a score of 81% or higher (target was not met), while 40% failed the project.</p>
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Learning Outcome	Population or Course(s) Assessed	Assessment Methods	Summary of Assessment Results
Develop a systematic approach to cost control and project scheduling techniques.	PM 1130 and PM 2250	Class project.	<p>BUSA 1198 87% of all student met this outcome in a final project with a score of 71% or higher; 84% of students earned a grade of 81% or higher - meeting departmental goals.</p> <p>BUSA 2198: 60% of the students met this outcome with a score of 81% or higher (target was not met), while 40% failed the project.</p>
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Learning Outcome	Population or Course(s) Assessed	Assessment Methods	Summary of Assessment Results
Evaluate systems and procedures for budgeting, cost control and earned value in project management.	PM 1130 and PM 2250	Class project.	<p>BUSA 1198 87% of all student met this outcome in a final project with a score of 71% or higher; 84% of students earned a grade of 81% or higher - meeting departmental goals.</p> <p>BUSA 2198: 60% of the students met this outcome with a score of 81% or higher (target was not met), while 40% failed the project.</p>
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Interpret project documents, specifications, contracts, and subcontracts.	PM 1130 and PM 2250	Class project.	<p>BUSA 1198 87% of all student met this outcome in a final project with a score of 71% or higher; 84% of students earned a grade of 81% or higher - meeting departmental goals.</p> <p>BUSA 2198: 60% of the students met this outcome with a score of 81% or higher (target was not met), while 40% failed the project.</p>
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Learning Outcome	Population or Course(s) Assessed	Assessment Methods	Summary of Assessment Results
Organize and express ideas clearly orally and in writing.	BA 2999	Class project.	BA 2999 has a requirement to complete a Strategic Plan that address this learning objective - the target is for 81% of students to pass: This target was met as 93% of the students received a 71% or higher.
Organize and express ideas clearly orally and in writing.	BA 2999	Class project.	BA 2999 has a requirement to complete a Strategic Plan that address this learning objective - the target is for 81% of students to pass: This target was met as 93% of the students received a 71% or higher.
Use software for managing, budgeting, project scheduling and word processing.	PM 1130 and PM 2250	Class project.	<p>BUSA 1198 87% of all student met this outcome in a final project with a score of 71% or higher; 84% of students earned a grade of 81% or higher - meeting departmental goals.</p> <p>BUSA 2198: 60% of the students met this outcome with a score of 81% or higher (target was not met), while 40% failed the project.</p>

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Interpretation of Assessment findings
The higher-level Project management course had specifics that students did not understand, acquire, or apply.

Part 6: ADDITIONAL ACTION PLAN IN SUPPORT OF STUDENT LEARNING (IF APPROPRIATE)

Upcoming year	Changes planned for the upcoming year	Data motivating this change
2020-2021	Continue monitoring the success percentages in the higher level course to identify specifics that can be changed.	40% of students are not meeting the requirements or hitting the departmental target.
2020-2021		
2020-2021		

Please Select all the following that characterize the types of changes described in the above action plan:

- Assessment criteria revision
- Assessment methodology revision
- Assignment revision
- Budgetary reallocation
- Change in teaching approach
- Course content revision
- Curricular Revision
- Faculty training/development
- Process revision

Part 6: COMMENTS

Use this section to record any comments, notes, or questions from individuals who reviewed this report.
School Dean:
SAAC Representative: