

# CNM ANNUAL STUDENT LEARNING ASSESSMENT REPORT

*Due to the Student Academic Assessment Committee by October 15*



## PART 1: REPORT INFORMATION

Report Year and Contact Information			
<u>2018-2019</u> Academic Year	<u>Carol Rogers</u> Contact Person	<u>crogers25@cnm.edu</u> CNM Email	<u>224-4000 x50073</u> CNM Office Extension

  

Subject of this Report
BIT--PC_CERT--Payroll Clerk Certificate

## PART 2: CONTEXT IN WHICH THE ASSESSMENT TOOK PLACE

Program/Area Highlights and Successes (Wherever applicable, include course completion rates, job placement outcomes, and licensing examination pass rates. See the program information dashboard at <a href="https://livecnm.sharepoint.com/sites/Dashboards/SitePages/Program%20Information%20Dashboard.aspx">https://livecnm.sharepoint.com/sites/Dashboards/SitePages/Program%20Information%20Dashboard.aspx</a> (access restricted to CNM employees) and other reports at <a href="https://www.cnm.edu/depts/opie">https://www.cnm.edu/depts/opie</a> .)
The number of payroll certificates awarded decreased to 65 in 2018-2019 academic year from 66 in 2017-2018 academic year.

  

Changes Implemented During the Past Year in Support of Student Learning
No changes.

**PART 3: REPORT ON ASSESSMENT OF STUDENT LEARNING**

<b>Assessment Method</b>	<b>Type of Assessment Tool</b>	<b>Population or Course(s) Assessed</b>	<b>Graduate Learning Outcome(s) Assessed</b>	<b>Mastery Level</b> (E.g., "Minimum score of 3 on a rubric scaled 0-4" or "Minimum score of 75%")	<b>Targeted % Achieving Mastery</b>	<b>Outcome</b>
Common Payroll Final Exam, problems 1 – 7	Direct & Internal	Acct 1120, Payroll Accounting	Compute wages, deductions, and employer taxes and prepare common payroll accounting documents such as payroll registers and employee earnings records.	75% of students will receive a score of 75% or higher on these exam problems	100%	Target met
Common Payroll Final Exam, problems 8 & 9	Direct & Internal	Acct 1120, Payroll Accounting	Utilize payroll information to prepare Federal payroll tax reports and Federal tax filings.	75% of students will receive a score of 75% or higher on these exam problems	68%	Target not met
Common Payroll Final Exam, problems 10 - 12	Direct & Internal	Acct 1120, Payroll Accounting	Analyze, journalize and post payroll transactions	75% of students will receive a score of 75% or higher on these exam problems	56%	Target not met
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### Summary of Assessment Findings

Outcome 1: Mastery target met. 100% of students scored 75% or higher on problems 1 – 7 of the Final Exam. The average grade on these 7 problems was 93.60%.

Outcome 2: Mastery target was not met. 68.42% of students scored 75% or higher on problem 8 & 9 of the Final Exam. The average grade on these two problems was 79.05%.

Outcome 3: Mastery target was not met. 56.14% of students scored 75% or higher on problem 10 - 12 of the Final Exam. The average grade on these three problems was 78.03%.

### Interpretation of Assessment Findings

Outcome 1: With this target being met, the Payroll Accounting team will continue to monitor these results to ensure that this assessment tool remains a viable measure of this outcome.

Outcome 2: As in the prior year, this target was again not met. However, there was over a 14% increase of the percentage of students scoring 75% or higher on these exam problems. In the prior year, only 54% of students scored 75% or higher on these exam problems as compared to 68% in this year.

Outcome 3: As in the prior year, this target was again not met. However, there was 6% improvement in the percentage of students that received a score of 75% or higher on these exam problems. In the prior year, the percentage was 50% and this year it improved to 56%.

### Action Plan in Support of Student Learning (Describe changes to be made that are based at least in part on the assessment interpretation. If the assessment did not yield useful information, describe changes to be made in the assessment methodology and/or criteria.)

The Payroll Accounting course team is concerned about the results, especially for Outcome 2 and Outcome 3. The team will review the Final Exam results in detail to determine if a revision of the Final Exam is needed. The team will continue to monitor these results to ensure that the Final Exam continues to be a viable measurement tool.

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

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

Recommendations, Proposals, and/or Funding Requests	Budget Needed
N/A	Click or tap here to enter text.

**PART 4: REMAINING YEARS IN CURRENT ASSESSMENT CYCLE PLAN** (including any revisions) – **OR -- UPCOMING ASSESSMENT CYCLE PLAN** (if this was the final year)

<b>Years of Full Cycle</b>	<b>Next Year's Assessment Focus</b> (Describe how the next planned assessment is expected to provide information that can be used toward improving student learning.)
2016/2017 – 2020/2021	This plan is used to assess the Payroll Certificate so to provide a consistent process for documenting and reporting outcome results and actions taken as a result of this assessment.

<b>Graduate Learning Outcomes to Be Assessed</b>	<b>Years in which Assessment Is Planned</b>	<b>Population/Courses to Be Assessed</b>	<b>Planned Assessment Approach</b>
Compute wages, deductions, and employer taxes and prepare common payroll accounting documents such as payroll registers and employee earnings records.	2019-2020	Acct 1120, Payroll Accounting	Common Final Exam
Utilize payroll information to prepare Federal payroll tax reports and Federal tax filings.	2019-2020	Acct 1120, Payroll Accounting	Common Final Exam
Analyze, journalize and post payroll transactions	2019-2020	Acct 1120, Payroll Accounting	Common Final Exam
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