Prepared by: Craig Arnold, Lucy DeCaro, Susan Mazzola

What are the strengths of your area?:
Quality of Instructors: Within the Business Department we currently have 7 full time instructors teaching computer courses. Six instructors are certified to teach courses online. All instructors have their master's degree, many with years of teaching experience and/or real world experience.

Internship Program: The Business Department currently places approximately 31 students per year in computer related internships with approximately 22 participating local businesses. This is a steady increase from the program's inception approximately 7 years ago.


Full Time Professors: The full time faculty of the Business Department currently teach 81% of the computer courses. The remaining 19% are taught by adjunct faculty with many years of teaching and real world experience.

Student Learning Outcomes: The Student Learning Outcomes are currently being tracked and assessed in tracdat and are meeting or exceeding expectations.

Internship Assistant: A part time classified employee has been hired to assist with the Internship program. This will allow for success tracking and increased placement data.

What improvements are needed?:
Student Success: Student Success rates, based on completion of courses, is 58%. The goal is 63%, which shows the need for improvement.

Technology Updates: Technology updates are needed to stay current with new software releases and textbooks when they become available: Adobe Design and Web Premier CS6 (when new release is available), Microsoft Office 2013 (when new release is available), and Microsoft Visual Studio 2012 (update needed).

Computers: Courses are taught on campus using 4 computer classroom labs which are in need of a refresh rate replacement schedule.

Describe any external opportunities or challenges:
The challenge is to prepare students for computer related positions. The program is unique in that many courses are geared to for multiple types of career opportunities or challenges: opportunities. Other courses are specific to train students in the fields of computer programming and information systems.

Overall Outcome Achievement: Student Learning Outcomes: The Student Learning Outcomes are currently being met or exceeded in all accounting classes as shown by the assessments in tracdat. The number of outcomes varies with each course, but in all cases show that outcomes are being achieved.

Changes based on outcome achievement:
There have been no changes based on outcome assessment to date. Annual review of assessments and changes has been implemented.

Outcome cycle evaluation: The cycle for outcome assessment is every year. The Business Division Faculty meet to discuss the tracdat assessments and recommend changes according to student needs and changing environment.

Action: Student Success Rates
Improve student success to 63%

Start Date: 09/01/2014
Completion Date: 05/31/2015
Status: New Action

Identify related course/program outcomes:
At the end of this program, students will be able to demonstrate competency in word processing, spreadsheets, databases, and/or web development.

Person(s) Responsible (Name and Position):
Susan Mazzola, Instructor

Rationale (With supporting data):
Student success history shows a 58% success rate. Within one year that rate should be 63% or higher.

Priority: High
Safety Issue: No
Action: Update software and hardware

Keep all software and hardware up-to-date by yearly evaluating to meet industry standards.

Start Date: 09/01/2014
Completion Date: 05/31/2015
Status: New Action

Identify related course/program outcomes:
At the end of this program, students will be able to manage various computer applications and programming techniques.

Person(s) Responsible (Name Craig Arnolod, Instructor and Position):

Rationale (With supporting data):
Remain current with industry technology.
Priority: High
Safety Issue: No
External Mandate: No