Instructional Program Review- Annual Update Template

Instructional Program

Indicate the type of program: ☒ AA; ☐AS; ☐AA-T; ☐AS-T; ☐Certificate

Program Name: Business Administration - Business

Academic Year: 2024-2025

Name of Faculty Submitter(s): Denise Pasley

Annual Update #1 ☒ #2 ☐

Note: An Annual Update must be submitted each year that a Program Review is not submitted.

I. Progress on Program Level Outcomes (PLOs) and Student Learning Outcomes (SLOs) Data

A) Summarize the progress made on course level outcomes and assessments (SLOs):
The overall course success rate for this program has decreased by 8.7% across all student groups. Notably, the only group that showed improvement was Black African American (BAA) students, with a 3.6% increase in their success rate. Despite this, the average success rate for the program currently stands at 73.3%.

B) Please list specific courses or SLOs that were identified for student-centered growth and improvement.
Use the information from Part C of the "Program Learning Outcomes Assessment Data" section of the IPR.
SLO #1: Demonstrate a working knowledge of 21st-century skills common to the contemporary business environment. SLO #2: Speak and write business communications efficiently and effectively. SLO #3: Demonstrate a basic understanding of monetary and legal aspects of business.
   1) List the actions identified to help grow or improve those areas.

   Updated course materials to reflect newest 21st-century skills for students were added BADM 1, BADM 5, and BADM 6: https://www.aeseducation.com/blog/what-are-21st-century-skills

   2) Discuss the progress the program has made on those actions. Include any data used to support progress.
   Since the content updates to the aforementioned courses, student success rates have dropped by 3.8%. It is unclear whether this decrease is directly related to the new material in the BADM 1, BADM 5, and BADM 6 courses, or if it is due to factors affecting other courses within the program.

Instructional Program Review- Annual Update Template

C) Please list any actions identified to support equitable outcomes.
Use the information from Part D of the "Program Learning Outcomes Assessment Data" section in the IPR.
Each semester, discussions in the BADM 1, BADM 5, and BADM 6 courses—both in-person and online—are updated to include contemporary topics relevant to each focus area. These topics are designed to offer students real-world examples, helping them connect business concepts to their own personal experiences.

1) List the specific student groups the program identified as students they would like to focus their efforts on.
The activities discussed in C1 above, do not focus on any particular group. Students are encouraged to choose the ethinic Other updates to courses in the program include team projects with real-world experiences using gaming software to address SLOs 1 &3 and the inclusion of oral presentations to address SLOs 1 & 2.

2) Discuss any progress with equitable action within the program and any measures taken to ensure the identified student group(s) would receive appropriate support. Include any data used to support progress.
Since this is an update, it is too early to determine how the updates of course content in the courses mentioned in C1 above have impacted the overall program.

D) Describe any other program, course, and/or instructional changes made by your program as a result of the outcomes assessment process.
NA

E) Reflecting on the responses for B) and C) above, what will you implement for the next assessment cycle?
Based on B and C above, I will continue with the current updates to the courses to see how or whether they impact the program.

II. Progress Toward Achieving Program Goals, Objectives, and Outcomes
These should be carried forward from your full Program Review (Section III), or from your Annual Update #1, if revised since your full Program Review.

A) List the 2-3 goals from your Program Review or most recent update.

1. GOAL #1
Close equity gaps for students in the Business (local) program by providing for low-cost or zero cost OER support all core courses in the degree.

2. GOAL #2
Align foundational skills and coursework in Business with contextual instruction to modify content for improved student success.

Instructional Program Review- Annual Update Template

    3. **GOAL #3**

Increase opportunities to gather student voices by growing CEO club membership that supports community activities on and off the BCC campus.

B) Have any goals been completed or discontinued?
If yes, please list the goal and whether it has been completed or discontinued; if discontinued, please explain why.

Yes ☐   No ☒

Click or tap here to enter text.

C) Discuss the objectives and related outcomes for each goal.

    1. **GOAL #1 Objective(s) with related Outcome.**
        1. Compile a list of all courses in the program by success rate.
        2. Compile SLO data for all core courses.
        3. Collaborate with Institutional Effectiveness to develop student feedback survey data for core courses.
        4. Compare information for each core course based on success rate, learning outcomes data, and student survey data.
        5. Research foundational skills activities.

- **Discuss any progress toward meeting the goal based on the goal objectives.**
  The progress is ongoing.

- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
  The BADM 1, BADM 5, and BADM 6 courses are monitored through eLumen to determine any progress that may be made throughout the school year.

    2. **GOAL #2 Objectives with related Outcome.**

Align foundational skills and coursework in Business with contextual instruction to modify content for improved student success.

- **Discuss any progress toward meeting the goal based on the goal objectives.**
  The progress is ongoing.

- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
  The BADM 1, BADM 5, and BADM 6 courses are monitored through eLumen to determine any progress that may be made throughout the school year.

    3. **GOAL #3 Objectives with related Outcome.**
  The BADM 1, BADM 5, and BADM 6 courses are monitored through eLumen to determine any progress that may be made throughout the school year.

- **Discuss any progress toward meeting the goal based on the goal objectives.**

The progress is ongoing.

- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
  The BADM 1, BADM 5, and BADM 6 courses are monitored through eLumen to determine any progress that may be made throughout the school year.

D) **List any resource you are requesting for each goal.**

1. Goal 1 ☐   Goal 2 ☐   Goal 3 ☐

   Please list the resource and how it relates to the goal.
   NA

2. Goal 1 ☐   Goal 2 ☐   Goal 3 ☐

   Please list the resource and how it relates to the goal.
   NA

3. Goal 1 ☐   Goal 2 ☐   Goal 3 ☐

   Please list the resource and how it relates to the goal.
   NA

III.   New Goals (optional)

This section is optional and should be used to replace a completed or discontinued goal OR if a new goal has become necessary for the program.

A. **NEW GOAL #1**

Click or tap here to enter text.

1. Alignment to BCC Strategic Priority *(Select at least one but choose all that apply)*
Choose an item.

Choose an item.

Choose an item.

Choose an item.

2. Relationship to Guided Pathways

☐   Clarify the Path

Instructional Program Review- Annual Update Template

☐   Entering the Path

☐   Staying on the Path

☐   Support Learning

3. Please list at least one objective for achieving this goal.
   Click or tap here to enter text.

4. Please list outcome statements for each objective.
   Click or tap here to enter text.

5. Briefly explain how you will measure the outcome.
   Click or tap here to enter text.

6. Please list resources (if any) that will be needed to achieve the goal/outcome.
   Click or tap here to enter text.

....

B. NEW GOAL #1

Click or tap here to enter text.

1. Alignment to BCC Strategic Priority *(Select at least one but choose all that apply)*
Choose an item.

Choose an item.

Choose an item.

Choose an item.

2. Relationship to Guided Pathways

☐   Clarify the Path

☐   Entering the Path

☐   Staying on the Path

☐   Support Learning

3. Please list at least one objective for achieving this goal.
   Click or tap here to enter text.

4. Please list outcome statements for each objective.
   Click or tap here to enter text.

5. Briefly explain how you will measure the outcome.
   Click or tap here to enter text.

6. Please list resources (if any) that will be needed to achieve the goal/outcome.
   Click or tap here to enter text.

IV. Resource Requests: What does the program need to meet its goals and objectives?

What does the program need to meet its goals and objectives?
List all resources from Sections II.D and III.6 below.
If there was no room on the template to list all resources being requested for a single goal/objective, you may list additional resource requests here. Also list any resources required to implement planned improvements.

IMPORTANT: **A** **BUDGET ALLOCATION PROPOSAL** must be completed and submitted for **EACH** new resource requested.

Goal #	Objective #	Resource Required	Estimated Cost	BAP Required? Yes or No	In No, indicate funding source
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Instructional Program Review- Annual Update Template

enter text.					
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.