Annual Data Review and Unit Plan

Unit/Department Mission: *(Same mission that appears in Unit Plan. Field expands as you type.)*

The mission of the Business Department is to facilitate student success in their achievement of the business and technical skills and other learning outcomes needed for employment, career advancement, and transfer education. Through these efforts, we contribute to the intellectual, cultural, and economic vitality of the community.

Data:

- Enrollments by Demographics
  - 5 year fall data for department, most recent year for division and college
- Successful Course Completion Rates
  - 5 year fall data for department, division, and college
- Productivity
  - 3 year fall data for department, division, and college
- Enrollment (WSCH)
  - 3 year fall data for department, division, and college
- Full time and Adjunct FTE
  - Current semester
- Staffing
  - Number of full-time faculty in department, years of hire,
    - Full-time/Adjunct staffing ratio
- Student Learning Outcomes, Program Learning Outcomes
  - Percentage of courses that have stated SLOs
  - Percentage of courses that assess for SLOs
  - Percentage of courses that plan based on assessment of SLOs
  - Percentage of programs that state and assess for PLOs
- College-wide data
- Department-specific data (local data)

Analysis of Data: *(Fields expand as you type in them.)*

1. Summarize significant trends, strengths, and weaknesses in the department as indicated by the data.

   The Business Department has strengths in many areas. We serve a diverse student body, enrollments and productivity are up, and we have three new full-time tenure-track faculty. We have begun the SLO assessment process and are currently assessing the outcomes in seven key courses in the department. In addition, all of our courses and programs have SLOs and PLOs stated in the curriculum. The Business Department is a leader on campus by offering many DE course offerings. Finally, another strong point is our Business Student Center. The BSC tutoring hours are up this semester as the center serves more and more students. As far as weaknesses go, even though we hired three new full-time,
tenure-track faculty, we still have a terrible ratio of adjunct to full-time faculty. The department still needs to hire full-time faculty in the areas of Economics, Business Technology, and Accounting. Also, in the BSC we currently have times when we turn students away because there is no room in the tutoring center, this should never happen.

2. Summarize actions the department will take as a response to the data.

The Business Department will continue to serve our students, striving to improve and develop curriculum to meet the diverse needs of our community. We plan to increase the size of the Business Student Center so that we can serve an even larger group of students at one time, along with adding computers to the center. We plan to continue developing marketing materials to promote our programs and continue sending faculty to professional development programs to increase and improve their knowledge of business and adult learning theory. Finally, the Business Department has requested two additional full-time, tenure-track hires for the fall, 2009 in the areas of Accounting and Business Technology.

3. Summarize resources (staffing, equipment, and or facilities) the department will need.

The Business Department will need financial support for two new faculty. We are also seeing funding to expand the Business Student Center into a larger space and add more computers. We will need funds to support the development of marketing materials and for faculty to attend workshops and seminars. We are asking to purchase a new test scanning system so that we have better data for the analysis of SLOs. An ongoing expense in the field of business and accounting is computer software. As programs change and new versions come out, we need to equip our classrooms with the updated software.

Unit Plan:

The Unit Plan form is available as an Excel document.