

Program Review Comprehensive Report



Program Review - Instructional: Accounting

Supplemental Reports and Attachments

2014 - 2017

Comments or Notes: NCB Entered

Attachments:

[2014_17_ACCT_CurriculumRPT.pdf](#)

[2014_17_ACCT_SuccessEfficiencyRetentionRPT.pdf](#)

[2014-17_ACC_CAT_SLO_DISCIPLINE.pdf](#)

[2014-17_ACC_PLO_INSTRUCTIONAL.pdf](#)

[2014-17_ACC_SLO_DISCIPLINE.pdf](#)

[2014-17_INSTRUCTION_ACCTG_ResourceRequests.xlsx](#)

Program Trends and Updates

2014 - 2017

Program Update Section

Has your unit shifted departments in the PAST 4 years?: Not in the past year but this year we started the transition process from disciplines / departments into four "schools." - School of Business and Management

Do you anticipate your unit will shift departments in the NEXT 4 years?: Yes, we will become the School of Business and Management, one of the largest student populated schools.

New certificates programs created by your unit in the PAST 4 years?: Three accounting certificates:

- Registered Individual & Small Business Income Tax Preparer
- Small Business Accounting
- Small Business Payroll Accounting

New certificate programs anticipated by your unit in the NEXT 4 years?: Exploring the possibility of adding the following courses:

- Intermediate Accounting to meet the growing need for CPA testing students
 - Financial Statement Analysis • Auditing
 - Corporate Taxation to expand on our tax course offerings.
- Enrolled Agents preparation certification.

Substantial modifications made to certificates/degrees in the PAST 4 years.: None.

Substantial modifications anticipated to certificates/degrees in the NEXT 4 years.: None.

Activities in other units that impacted your unit in the PAST 4 years.: None.

Activities in other units that impacted your unit in the NEXT 4 years.: It's possible that with the basic skills course in Math and English being eliminated that the level of readiness of out students may decrease.

Previous Program Review Resource Requests

Resource Requests Received: Requested a full-time accounting instructor

How did the resources received impact student learning?: Unknown yet, just hired this spring 2018

Program Data Highlights Section

COR Review: COR's are current and up to date. Only one class was sitting in the draft mode. Through the process I caught the problem and got it moving through the curriculum process.

Program Metric Highlights: Success, Retention, and Efficiency have an overall positive trend.

Assessment Report Highlights: Course SLO's are being assessed and adjustments to pedagogy are being made as deemed necessary.

2014 - 2017

Program Update Section

Has your unit shifted departments in the PAST 4 years?: There have been no changes in the status of this unit, other than the addition of three new certificated pathways.

Do you anticipate your unit will shift departments in the NEXT 4 years?: Yes, we are currently reorganization into four schools. Once this change takes place this discipline will belong to the School of Business and Management and the department of Business, Engineering, and Information Technology will be going away.

We are also exploring the possibility of adding the following courses:

- Intermediate Accounting
- Financial Statement Analysis
- Auditing
- Corporate Taxation

New certificates programs created by your unit in the PAST 4 years?: Three accounting certificates:

- Registered Individual & Small Business Income Tax Preparer
- Small Business Accounting
- Small Business Payroll Accounting

New certificate programs anticipated by your unit in the NEXT 4 years?: With the addition of the above classes, an advanced accounting certificate may developed and offered.

Substantial modifications made to certificates/degrees in the PAST 4 years.: No changes have been made to current our current certificate in terms of units required.

Substantial modifications anticipated to certificates/degrees in the NEXT 4 years.: None anticipated.

Activities in other units that impacted your unit in the PAST 4 years.: None.

Activities in other units that impacted your unit in the NEXT 4 years.: None.

Previous Program Review Resource Requests

Resource Requests Received: We have received some designated line item funds as requested from our Annual Program Review. We now have money to attend an annual and mandatory CTEC (tax) conference as well as a designated color printer and supplies to support the printing of certificates for our income tax student completers. As a result of this funding we are able to stay in compliance with this state certifying program and maintain the viability of this program at Norco College. Norco College is the only college in the district to offer this California Tax Preparer program.

How did the resources received impact student learning?: Because we have been remain in compliance with our CTEC certification by attending the annual tax meeting and providing students with required course certificates, we have about 50 students per year who successfully pass our course and are able to apply for their state tax license and thereby can earn a living being a paid income tax preparer.

If you requested resources but did not receive them, how did that impact student learning?: N/A

Program Data Highlights Section

Program Goal: Increase retention in online classes.

Bring faculty together who teach online courses in a particular area to discuss ways to increase retention and student success in online courses. Faculty have convened at least twice to discuss online success rates and other issues for ACC 1A which is the largest gateway course that we have in the Accounting area.

Goal Status: In Progress

Goal Year(s): 2014 - 2017

Start Date: 08/30/2014

How do your goals support the Educational Master Plan?: Goal will help persistence, success and retention rates.

This Program Goal Supports the selected EMP Goal(s) and Objective(s): Goal 1 Objective 5:

Program Goal: Industry Advisory

As a result of meeting with industry advisory leaders, work to develop small business accounting curriculum that could be offered to small business and entrepreneurship start-ups. These would be not- for-credit courses and would be offered as one- day courses through Community Education. Develop some "boot camp" curriculum with industry partners to ensure that we are building 1-3 hour courses that meet the needs of the our local community.

Program Review - Instructional: Accounting

Goal Status: In Progress

Goal Year(s): 2014 - 2017

How do your goals support the Educational Master Plan?: Goal 4: Create Effective Community Partnerships

2. Increase the number of industry partners who participate in industry advisory council activities. 4. Increase institutional awareness of partnership, internships, and job opportunities established with business and industry.

6. Increase community partnerships

7. Increase institutional awareness of community partnerships.

This goal relates to Goal 4- by reaching out to our local Chambers of Commerce and identifying needs of small business owners in our community to help design and deliver courses that will help group their companies.

This Program Goal Supports the selected EMP Goal(s) and Objective(s): Goal 4 Objective 2: , Goal 4 Objective 3: , Goal 4 Objective 4: , Goal 4 Objective 5: , Goal 4 Objective 6: , Goal 4 Objective 7:

Program Goal: Certificates

Review certificates, revise or delete as deemed necessary. 1. Review and revise certificates based on industry needs and number of completers.

2. Delete or view as necessary for certificates that are not current with industry.

Goal Status: In Progress

Goal Year(s): 2014 - 2017

How do your goals support the Educational Master Plan?: This goal relates to Goal 1- increase student achievement and success. By marketing the accounting certificate this will assist with an increase in students and certificates in these areas and thus increase the same overall college numbers.

Goal 1: Increase Student Achievement and Success:

Objectives:

4. Improve persistence rate by 5% over 5 years (fall-spring; fall-fall).

5. Increase completing rate of degrees and certificates over 6 years.

7. Increase percentage of students who complete 15 units, 30 units, 60 units.

10. Increase course completion, certificate and degree completion, and transfer rates of underrepresented students.

This Program Goal Supports the selected EMP Goal(s) and Objective(s): Goal 1 Objective 1: Improve transfer preparedness (completes 60 transferable units with a 2.0 GPA or higher), Goal 1 Objective 2: Improve transfer rate by 10% over 5 years. , Goal 1 Objective 3: Increase the percentage of basic skills students who complete the basic skills pipeline by supporting the development of alternatives to traditional basic skills curriculum., Goal 1 Objective 4: , Goal 1 Objective 5: , Goal 1 Objective 6: , Goal 1 Objective 7: , Goal 1 Objective 8: , Goal 1 Objective 9: , Goal 1 Objective 10: