Assessment Plan

Yuba Community College District

YC - General Business & Management Program Recommendations

YC - General Business & Management Program Recommendations

Program Description: Provide courses leading to Associate Degree and Certificates. Fulfills Yuba College's mission of both transfer level coursework as well as meeting economic development training needs of the surrounding communities. Relevant and timely courses are taught by qualified full-time and adjunct faculty in a variety of modes including face-to-face, ITV, and online formats both in semester-long, accelerated 9-week, and weekends.

Year of Review: 2011-2012

Type of Review: Annual Update

Executive Summary: Four fulltime faculty positions have retired out of Business in the past three years which has impacted the course offerings available to students in both General Business and the Management program as well. The status of building 500 has become an area of conflict between the college and the Business Division faculty. Both computer labs need new computers and electrical loads remain a problem in the building. Plumbing, heating and cooling issues remain problems for faculty and students alike.
General Business and Management courses retain high retention rates (averaging 88%) with student success rates ranging from 65% to 71% in the past five years. Better facilities could improve these rates in both areas.

Future Goals and Program Direction: Moving the Business programs to the new Sutter County Education Center is a future goal of the current faculty.

Recommendation: Curriculum: SLO development (Marysville)

Full time faculty continue to refine course SLO's and work with adjunct faculty as needed for those courses only taught by adjunct.

Year(s) Requested: 2011-2012

Request Date: 02/01/2012

Inactive Date: 05/25/2012

Recommendation Priority: 3. High Priority

Supporting Evidence: As Course outlines are being updated, SLO's are being reviewed and updated.

Plans of Action

Plan of Action	Budgetary Impact	Timeline/Responsible Party	Active
As courses are slated for COR updates, include/update Course Outlines to include relevant SLO's. Full time faculty to assist adjunct faculty to determine appropriate SLO's for those courses only taught by adjuncts. **Type:** Curriculum/SLO	None	All full-time business faculty	Yes

Recommendation: Curriculum: Review of Gen Bus Certificates and Degree Courses (Marysville)

Review the Yuba College Catalog for existing Business Division's Certificate and Degree programs. Look at these in light of current and emerging labor market needs and current transfer needs. Modify these Certificates and Degree programs as well as the required and recommended coursework needed to reflect these existing and emerging needs. Get input from the Business Advisory Committee.

Year(s) Requested: 2011-2012
2012-2013

Request Date: 02/01/2012

Inactive Date: 05/25/2012

Recommendation Priority: 2. Medium Priority

Supporting Evidence: Current Yuba College Catalog

Plans of Action

Plan of Action	Budgetary Impact	Timeline/Responsible Party	Active
All departments make recommendations to the entire Business Division regarding their specific Certificate and Associate Degree requirements. Business Division staff continue to look at relevancy of courses and seek ways to improve their content, delivery, and coordination with other courses towards these Certificates and Associate Degree programs. **Type:**	None.	All Business Division faculty providing Departmental input to the Business Division regarding Certificates and Degree program.	Yes

Plans of Action			
Plan of Action	**Budgetary Impact**	**Timeline/Responsible Party**	**Active**
Curriculum/SLO			

Recommendation: Curriculum: Strengthen linkages to Business Community (Marysville)

Continue relationship with Business Advisory Committee but focus on some specific targeted outcomes: in addition to the Certificate/Degree program curriculum (mentioned above) re-evaluate ways of streaming/revising course offerings to meet economic development needs; examine ways to improve business Internship opportunities for students; explore mentoring options between selected businesses and students
Encourage business faculty's involvement in local, regional, and statewide economic development events and training opportunities.

Year(s) Requested: 2011-2012
2012-2013
Request Date: 02/01/2012
Inactive Date: 05/25/2012
Recommendation Priority: 2. Medium Priority

Plans of Action			
Plan of Action	**Budgetary Impact**	**Timeline/Responsible Party**	**Active**
starting with Spring semester 2012, meet with Business Advisory Meeting - seek input regarding the following: Business Division Certificate and Degree requirements and courses within these programs; scheduling time and location of specific courses for training/retraining/continued education; improving Internship opportunities; develop mentoring for students. **Type:** Curriculum/SLO	None	All Business Division faculty working with local Business Advisory committee.	Yes

Recommendation: Staffing (Marysville)

Pursue hiring an additional full-time faculty position and include General Business curriculum as part of the load.
Continue pursuing the best qualified adjunct to teach existing and emerging curriculum.
Provide training opportunities and financial support for faculty to further improve existing and emerging curriculum.

Year(s) Requested: 2011-2012
Request Date: 02/01/2012
Inactive Date: 05/25/2012
Recommendation Priority: 2. Medium Priority

Plans of Action			
Plan of Action	**Budgetary Impact**	**Timeline/Responsible Party**	**Active**
Request a full-time faculty position. Load would include several Gen Business and Management courses. **Type:** Staffing - Faculty	Full-time faculty position	Staffing Committee	Yes

Recommendation: Facilities: (Marysville)

This is a HUGE concern at the Marysville for safety, accessibility, esthetics, function, and image.
Address all safety issues in the 500 Building. These include electrical risks, tripping hazards, water and mold issues.
Address all accessibility issues in the 500 Building. Classes are being re-routed throughout the campus which increases difficulty for business students with accessibility needs.
Address the esthetics and image needs of the 500 Building. This includes bathroom disrepair including stalls with no door locks or broken door locks, Address deferred maintenance to provide better light control in classrooms and esthetic projects including window treatments, stains and dirty floor coverings.
Continue to address (daily it seems) the heat/air conditions/ventilation in all classrooms.

Year(s) Requested: 2011-2012
2012-2013
Request Date: 02/01/2012
Recommendation Priority: 3. High Priority
Supporting Evidence: Walk though the 500 Building. Spend some time in the classrooms, restrooms, etc.

Plans of Action			
Plan of Action	**Budgetary Impact**	**Timeline/Responsible Party**	**Active**
First....remodel the 500 building according to the Measure J Plan for function and esthetics. Temporarily (until building remodeled), seek a remodeled location on campus for business division classes. Determine appropriate course offering mix at the new YC Center that makes sense for students pursuing a business certificate or degree. **Type:** Facilities	Significant, but approved as a Measure J project.	As soon as possible (fall 2012) relocate business division courses (temporarily) until the 500 Building is renovated.	Yes

Recommendation: Equipment (Marysville)

Provide industry-standard equipment--computers, ergonomic work stations, ergonomic chairs.
Provide and improve student wifi accessibility.

Year(s) Requested: 2011-2012
Request Date: 01/03/2012
Inactive Date: 05/25/2012
Recommendation Priority: 3. High Priority
Supporting Evidence: This category--Equipment--has been on the Division's "needs list" for quite some time.

Plans of Action			
Plan of Action	**Budgetary Impact**	**Timeline/Responsible Party**	**Active**
Request funding through Perkins Act and Measure J. Seek funding partners from the communities served. **Type:** Equipment/Technology	Cost of 3 fully-equiped ergonomically designed computer labs, plus additional classrooms.		Yes
Update computer labs with industry-standard equipment. Update all classrooms with ergonomic work desks and chairs (not 1-unit table & chair). Improve other furnishings to improve safety and esthetics. Address lighting needs with adjustable task and classroom lights. Improve wiring safety. **Type:** Equipment/Technology	Cost is determined in Measure J proposal for equipping labs and regular classrooms for safety, function and utility, and esthetics.	Have placed this on our priority list for eons.	Yes