Academic Program Assessment Plan – Certificate in Business

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Department** | Business | | | **Degree/Type** | | | **Certificate** | | **Date Submitted** | April 7, 2017 | | |
| **UNM Essential Learning Goals** | | | | | | | | | | | | |
| UNM has established the following essential learning goals for all UNM students: University of New Mexico students will develop the following aptitudes and habits of mind in the course of their general and major study at UNM   * KNOWLEDGE of human cultures and the natural world, gained through study in the sciences and mathematics, social sciences, humanities, histories, languages and the arts. * SKILLS, both intellectual and applied, demonstrated in written and oral communication, inquiry and analysis, critical and creative thinking, quantitative literacy, information literacy, performance, teamwork and problem solving. * RESPONSIBILITY, both personal and social, that will be manifested in civic knowledge and engagement, multicultural knowledge and competence, ethical reasoning and action, and foundations and skills for lifelong learning. | | | | | | | | | | | | |
| **Contact Person (name, title, email)** | | Sharon Hurley, Dept Chair, Business  [Shurley1@unm.edu](mailto:Shurley1@unm.edu) | | | | | | Date reviewed by CARC | | | April 10, 2017 | |
| **Assessment Cycle (1-year/2-year/3-year)** | | 1-year assessment cycle | | | | | | | | | | |
| **Program Goal #1** | | **Graduates have a broad understanding of basic management principles and the environment in which businesses operate.** | | | | | | | | | | |
| **Student Learning Outcomes**  **(In each row enter an SLO targeted at this Program Goal)** | | | **Year of cycle in which this outcome will be assessed.** | | **UNM Essential Learning Goal (Knowledge, Skills, Responsibility)** | **Assessment Measure including Direct/ Indirect (Provide a description of the assessment instrument used; include the course AND if it was direct or indirect)** | | | | | | **Performance Benchmark (State the ‘criteria for success’ or performance target for meeting the SLO, i.e., at least 70% of students will perform with score of 70 or better)** |
| **Student Learning Outcome** | | | **Year of Cycle** | | **UNM Essential Learning Goal** | **Assessment Measure** | | | | | | **Performance Benchmark** |
| Students will apply financial accounting procedures and principles including journalizing, posting and preparing primary financial statements. | | | Year 1 course  (Offered each fall) | | Knowledge  Skills | Course: **MGMT 101: Principles of Accounting I**  Direct Assessment:   1. Financial accounting practice set 2. Specific questions on the Final Exam   NM Business Articulation Committee SLOs will be measured with these practice sets and final exam.  Faculty members will submit a summary and detailed report for each of these SLOs. | | | | | | Performance Target: At least 70% of the students will perform with a score of 70 or higher. |
| Students will model fundamental managerial accounting processes and the concepts underlying these processes. | | | Year 1 course  (offered every spring) | | Knowledge  Skills | Course: **Mgmt 102: Principles of Accounting II**  Direct Assessment:   1. Financial accounting practice set 2. Specific questions on the Final Exam   NM Business Articulation Committee SLOs will be measured with these practice sets and final exam.  Faculty members will submit a summary and detailed report for each of these SLOs. | | | | | | Performance Target: At least 70% of the students will perform with a score of 70 or higher. |
| Students will prepare spreadsheets using appropriate software | | | Year 1 course  (offered every semester) | | Knowledge  skills | Course: **CS 150L: Computing for Business Students**  Direct Assessment:  (1) Specific questions on the Final Exam  NM Business Articulation Committee SLOs will be measured with these practice sets and final exam.  Faculty members will submit a summary and detailed report for each of these SLOs. | | | | | | Performance Target: At least 70% of the students will perform with a score of 70 or higher. |