

IMPERIAL VALLEY COLLEGE  
PROGRAM REVIEW COMPLIANCE FORM AND REQUEST FOR RESOURCES

PROGRAM/DEPARTMENT Business Administration

ACADEMIC YR. 2012-2013

Comprehensive Program Review

Annual Assessment

Request for Resources (check all that apply)

Please analyze your Program Review data as well as your SLO/SAO assessment findings in order to update to your Comprehensive Program Review report as needed. All changes to area needs and subsequent requests for additional resources must be reported at this time.

If your program is scheduled for a Comprehensive Program Review all forms are to be completed and submitted to the appropriate Dean/VP. If you are completing the annual Program Review Assessment only and have no changes to area needs, sign below and submit this form to appropriate Dean/VP. If your needs have changed as a result of your annual assessment of program review data, please complete the appropriate Request for Resources form(s) and submit to appropriate Dean/VP.

Craig M. Bluh 2/15/13  
Signature of Program Chair/Director Date

Shirley Silva 2/20/13  
Signature of Area Dean Date

Gary By 2/28/13  
Signature of Area Vice President Date

Please attach the following documents to this Program Review Compliance form if you are requesting additional resources:

- Comprehensive Program Review
- Data Analysis Form
- SLO/SAO Assessments
- Request for Resources Forms

**Academic Program Evaluation – BUSINESS ADMINISTRATION**  
**Division – EWD**  
**Department - Business**

**Business Courses**

TERM	Enrollment	Fill Rate	# of Sections	Mass Cap	Avg. Class Cap	Avg. Class Size	FTEs	FTEF	Productivity (FTEs/FTEF)	Completion Rate	Success Rate
Fall 2009	555	87.40%	20	635	31.75	27.75	67.51	4.72	14.3	81%	62%
Spring 2010	631	86.32%	24	731	30.46	26.29	77.35	5.66	13.67	76%	61%
Fall 2010	576	86.23%	21	668	31.81	27.43	71.29	4.92	14.49	85%	68%
Spring 2011	672	85.06%	25	790	31.6	26.88	84.69	5.59	15.15	81%	62%
Fall 2011	598	85.67%	22	698	31.73	27.18	73.01	5.12	14.26	83%	67%
Spring 2012	473	68.35%	22	692	31.45	21.5	59.8	5.39	11.09	83%	60%
% Change Fall Semesters 09 - 11	7.75%	-1.98%	10.00%	9.92%	-0.06%	-2.05%	8.15%	8.47%	-0.28%	2.47%	8.06%
% Change Spring Semesters 10 - 12	-25.04%	-20.82%	-8.33%	-5.34%	3.25%	-18.22%	-22.69%	-4.77%	-18.87%	9.21%	-1.64%

**PROGRAM COMPLETION**

Number of certificates completed Between Fall 2009 and Spring 2012	Number of Associate Degrees Completed Between Fall 2009 and Spring 2012
n/a	90

### BUSINESS ADMINISTRATION COURSES - A.S.

**A.S. DEGREE:** Required Courses: BUS 126, 210, 220, ECON 101, 102

Acceptable Courses: BUS 230, 260, CIS 101, 108, MATH 119, 122, 140, 150, 170, 190, 192

### BUSINESS ADMINISTRATION – ENROLLMENT, FILL RATES & WAIT LISTS

COURSES	Course Cap	Enrollment - # Sections						Fill Rate						Wait Lists 1/8/2013
		F 09	S 10	F 10	S 11	F 11	S 12	F 09	S 10	F 10	S 11	F 11	S 12	S 13
BUS 126	32	87 - 3	89 - 3	84 - 3	86 - 3	79 - 3	78 - 3	89.69%	94.68%	86.60%	91.49%	81.44%	82.98%	2
BUS 210	30	112 - 4	63 - 2	127 - 4	95 - 3	114 - 4	76 - 3	80%	100%	90.71%	90.48%	81.43%	72.38%	3
BUS 220	35	24 - 1	58 - 2	32 - 1	58 - 2	42 - 1	39 - 2	68.57%	82.86%	91.43%	82.86%	120%	55.71%	
BUS 230	35				16 - 1						45.71%			
CIS 101	32	298 - 9	244 - 8	279 - 10	243 - 9	282 - 10	216 - 8	98.68%	141.86%	88.01%	140.46%	85.20%	82.13%	9
CIS 108	29		28 - 1		16 - 1		38 - 2				53.33%		65.52%	
ECON 101	35	104 - 3	88 - 3	91 - 3	97 - 3	95 - 3	82 - 3	99.05%	83.81%	86.67%	92.38%	90.48%	78.10%	
ECON 102	35	103 - 3	61 - 3	91 - 3	63 - 2	85 - 3	65 - 3	98.10%	58.10%	86.67%	90%	80.95%	61.90%	
MATH 119	30	182 - 6	200 - 6	304 - 9	212 - 6	259 - 8	289 - 8	101.11%	133.33%	112.59%	141.33%	107.92%	120.42%	8
MATH 122	30	25 - 1	21 - 1	26 - 1	18 - 1			83.33%	70%	86.67%	60%			
MATH 140	35	72 - 2	76 - 2	72 - 2	76 - 2	103 - 3	92 - 3	102.86%	108.57%	102.86%	108.57%	98.10%	87.62%	2
MATH 150	35	30 - 1	38 - 1	32 - 1	37 - 1	33 - 1	37 - 1	85.71%	108.57%	91.43%	105.71%	94.29%	105.71%	1
MATH 170	30		18 - 1		14 - 1		16 - 1		60%		46.67%		53.33%	
MATH 190	35	54 - 2	59 - 2	51 - 2	41 - 1	62 - 2	48 - 2	77.14%	84.29%	72.86%	117.14%	88.57%	82.86%	
MATH 192	35	55 - 2	42 - 1	67 - 2	36 - 1	53 - 2	49 - 2	81.43%	120%	95.71%	102.86%	75.71%	70%	

### BUSINESS ADMINISTRATION - PRODUCTIVITY (FTES/FTEF)

COURSE	FTES						FTEF						PRODUCTIVITY					
	F 09	S 10	F 10	S 11	F 11	S 12	F 09	S 10	F 10	S 11	F 11	S 12	F 09	S 10	F 10	S 11	F 11	S 12
BUS 126	8.95	9.16	8.64	8.85	8.12	8.03	0.60	0.60	0.60	0.60	0.60	0.60	14.92	15.27	14.40	14.75	13.53	13.38
BUS 210	6.34	10.80	21.76	16.29	19.54	13.03	1.08	0.54	1.08	0.81	1.08	0.81	5.87	20.00	20.15	20.11	18.09	18.09
BUS 220	4.11	9.94	5.49	9.94	7.2	6.69	0.27	0.54	0.27	0.54	0.27	0.54	15.22	18.41	20.33	18.41	26.67	12.39
BUS 230				1.65						0.20							8.25	
CIS 101	30.65	25.10	28.7	24.98	29	22.1	1.80	1.60	2.00	1.80	2.00	1.60	17.03	15.69	14.35	13.88	14.50	13.81
CIS 108		3.84		2.19		5.21		0.20		0.20		0.20		19.20			10.95	26.05
ECON 101	10.70	9.05	9.36	9.98	9.77	8.44	0.60	0.60	0.60	0.60	0.60	0.60	17.83	15.08	15.60	16.63	16.28	14.07
ECON 102	10.59	6.27	9.36	6.48	8.74	6.69	0.60	0.60	0.60	0.60	0.60	0.60	17.65	10.45	15.60	10.80	14.57	11.15
MATH 119	25	27.43	41.7	29.08	35.5	39.63	1.62	1.62	2.43	1.62	2.16	2.16	15.41	16.93	17.16	17.95	16.44	18.35
MATH 122	2.57	2.16	2.67	1.85			0.20	0.20	0.20	0.20			12.85	10.80	13.35	9.25		
MATH 140	8.43	7.82	7.41	7.81	10.59	9.46	0.40	0.40	0.40	0.40	0.60	0.60	21.08	19.55	18.53	19.53	17.65	15.77
MATH 150	4.11	5.21	4.39	5.07	4.53	5.07	0.27	0.27	0.27	0.27	0.27	0.27	15.22	19.30	16.26	18.78	16.78	18.78
MATH 170		2.47		1.92		2.19		0.27		0.27		0.27		9.15			7.11	8.11
MATH 190	9.25	10.12	8.74	7.03	10.63	9.95	0.66	0.66	0.66	0.33	0.66	0.66	14.02	15.33	13.24	21.30	16.11	15.08
MATH 192	9.78	7.20	11.48	6.17	9.08	8.40	0.66	0.33	0.66	0.33	0.66	0.66	14.82	21.82	17.39	18.70	13.76	12.73

### BUSINESS ADMINISTRATION - COMPLETION & SUCCESS RATES

COURSE	Completion Rate						Success Rate					
	F 09	S 10	F 10	S 11	F 11	S 12	F 09	S 10	F 10	S 11	F 11	S 12
BUS 126	66%	51%	79%	80%	82%	83%	39%	35%	56%	53%	56%	53%
BUS 210	87%	81%	86%	86%	77%	86%	56%	62%	74%	70%	62%	64%
BUS 220	88%	83%	97%	85%	86%	82%	63%	60%	97%	61%	81%	72%
BUS 230				69%						63%		
CIS 101	81%	78%	84%	84%	85%	91%	57%	59%	53%	53%	59%	56%
CIS 108		96%		88%		75%		96%		69%		63%
ECON 101	73%	81%	82%	82%	78%	91%	49%	61%	58%	61%	55%	60%
ECON 102	80%	84%	85%	90%	84%	97%	52%	67%	74%	60%	67%	68%
MATH 119	76%	84%	79%	87%	80%	86%	58%	68%	58%	70%	54%	64%
MATH 122	84%	67%	96%	78%		80%	80%	48%	81%	72%		57%
MATH 140	71%	71%	86%	78%	81%	70%	47%	42%	50%	59%	64%	62%
MATH 150	73%	74%	84%	81%	94%	94%	60%	53%	53%	78%	82%	69%
MATH 170		94%		86%				94%		71%		
MATH 190	76%	83%	92%	88%	94%	74%	61%	63%	61%	51%	87%	66%
MATH 192	81%	50%	81%	67%	74%	98%	54%	43%	54%	50%	43%	86%

**Recent Enrollment Demand:** High  Medium  Low

**Projection for Future Demand:** Growing  Stable  Declining

**Opportunity Analysis:** (Successes, new curriculum development, alternative delivery mechanisms, interdisciplinary strategies, etc.)

This is one of the majors for which there is an AS-T. Beginning in 2014 the new AS-T for Business Administration will go into effect. Fortunately, there are no major changes necessary.

**Summary of Program "Health" Evaluation:** (Including consideration of size, score, productivity and quality of outcomes)

The program is healthy. The major is the second most popular transfer major on campus. 90 degrees were awarded in the period between Fall 2009 and Spring 2012. The Institutional Researcher also prepared data that shows the success rates and retention rates since Fall 2007 have been consistent. Enrollment dipped in the Spring of 2010 with the implementation of a new prerequisite for Economics, but fill rates remain high (average in required classes is 85%). Completion and success rates have moved up and down within a fairly steady range for the past three years; Average completion rate in the required classes is 82.4%, while the average success rate has been 61.5%. With the future implementation of the Imperial Valley University Partnership Program, enrollment is expected to increase.

### Student Learning Outcomes and Program Learning Outcomes

Course	units	# SLOs Identified	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Fall 2014	Spring 2015	Fall 2015	Sp: 20
BUS 126	3	3	1	2							
BUS 210	4	4	1,2,3	1							
BUS 220	4	4	3	1							
BUS 260	3	3		4							
ECON 101	3	3	2	3							
ECON 102	3	3	2	3							

#### Student Learning Outcomes Assessment:

All SLO's in the program have been assessed at least once. The department continues to monitor, assess and update SLO's as necessary.

#### Program Learning Outcomes Assessment:

The PLO's for the Business Administration program were written with good intentions, but for a number of reasons proved to be less useful than we had hoped. Therefore, in Fall 2012, the Department rewrote all Program Learning Outcomes and will begin assessing these new outcomes with the Spring 2013 semester.

### Future Goals of Program

Our goal for the program is to allow it to continue to grow and prosper.

### Resource requests from annual program review

1. This program like all the programs in the Business Department needs full-time secretarial support. The recent 50% cut in secretarial services it is creating additional difficulties for the program. Without proper staff support it is even harder for the program to grow and prosper.