AAS Administrative Computer Technology   2010- 2011

Career and Technical Education Degrees and Certificates

#1	AAS Administrative Computer Technology Degree Student Learning Outcome Demonstrate Job performance skills.
	Courses in this certificate that address this outcome POFT 2380
	Assessment Measure for this Outcome Evaluation of the goals set by agreement for the co-operative learning class used as the capstone for the Associate of Applied Science Award.
	Achievement Target for this Measure 70% of the students make a grade "C" or higher in the final exam for POFT 2380 Co-operative course including satisfactory evaluation by employer at the end of the grading period.
	80% of the students made a "C" or better on the POFT 2380 evaluations as well as satisfactory evaluation by employer sat the end of the grading period.
	Related Action Plans Work closer with students in selecting the places of employment and the situations used for the learning experience.
#2	AAS Administrative Computer Technology Degree Student Learning Outcome Demonstrate oral and written business communication skills.
	Courses in this certificate that address this outcome POFT 2312
	Assessment Measure for this Outcome Oral and written assignments for the POFT 2312 Business Correspondence and Communications course.
	Achievement Target for this Measure 70% of the students make a "C" or higher on the final exam for POFT 2312 Business Correspondence and Communications.
	NO DATA AVAILABLE
	Related Action Plans Offer the course in a blended classroom/ online format for more extensive delivery of course content to students. Offer the course on a rotating semester basis for larger class sizes and better interaction among the students.

#3	AAS Administrative Computer Technology Degree Student Learning Outcome Demonstrate accurate accounting practices.
	Courses in this certificate that address this outcome ACNT 1303
	Assessment Measure for this Outcome Homework, exams, and comprehensive problems in Introduction to Accounting course (ACNT 1303).
	Achievement Target for this Measure 70% of the student make a "C" or better in the final exam for ACNT 1303 Introduction to Accounting.
	81% of the student made a "C" or higher in the final exam for ACNT 1303 Introduction to Accounting.
	Related Action Plans Reduce the number of sections offered. Find tutoring options for the students.