

**WRIGHT COLLEGE
PROGRAM/DISCIPLINE ASSESSMENT FORM**

Program/Discipline: Business-CIS-Paralegal

Instructional Manager: Kevin Li

Semester/Year: Fall/2011

Assessment Coordinator: Fred Hernandez

Department Chair: Paul Croitoru

Email: fhernandez@ccc.edu

Plan Title: Assessment Plan 2011

Part A: Initial Plan: due to your assessment coordinator for review before the Aug 24 Assessment Committee meeting

Part B: Mid-semester Update: due to your assessment coordinator for review before the Oct 26 Assessment Committee meeting

Part C: Further Updates: due date will be determined

The current submission is which of the following:

Initial Plan **date:** _____

Mid-year update **date:** _____

Final Report **date:** Nov 11, 2011

College Mission: Wright College is a learning-centered, multi-campus institution of higher education offering students of diverse backgrounds, talents, and abilities a quality education leading to baccalaureate transfer, career advancement, and/or personal development.

Program/Discipline Mission:

Business Department Mission Statement:

The Business Department of Wilbur Wright College creates an environment of intellectual inquiry driven by the need to ground theory in practical application. Using the city of Chicago as well as the classroom to advance the knowledge and practice of multiple business concentrations, we serve students of diverse backgrounds, talents, and abilities by preparing them to engage knowledgeably and ethically in local and global business communities and offering opportunities to build leadership and networking skills through our clubs and social organizations. Our programs lead to Baccalaureate transfer, career enhancement and/or personal development.

A. Initial Assessment Plan

Area of Focus:

Comprehension and Critical Thinking

Your department efforts are to improve learning in what topic/area?

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Evidence:

What past results have led your department to conclude that this is an area needing attention?

We realized there is a need for continued work on comprehension and Critical Thinking based on; faculty sharing course statistics at Business department meeting relative to the lack of student success at solving word problems. The data came from: homework, class assignments, quizzes and the 2010 CAAP test which indicated low scores in both reading and critical thinking.

The ability to solve real world word problems, that is, to go from a request (from the boss) to the steps required to fulfill that request is essential in business, CIS and paralegal studies.

Course(s) of Interest:

What courses will be involved in your plan?

CIS-120 is the course with the most sections. This is why it is used so often as our test platform.

**Intended Program
Student Learning
Outcomes (SLOs)**

List each relevant SLO that this project pertains to.

#4 Demonstrate quantitative and technological literacy, especially computer literacy, for interpreting data, reasoning and problem solving.

Involved Faculty:

List the instructor(s) participating in the assessment process for each outcome listed above.

Fred Hernandez

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Assessment/Intervention Process

Address the following questions:

What approach will be used?

Why was this process selected?

How will student learning be measured?

When will data collection be completed?

Who will analyze the results?

What: The students will be given a series of progressively more difficult word problems to solve. Additionally improvised assignments will be given. The students will have no handout or book references. The student will be expected to use the tools they have learned to derive the final document.

How: By their ability to derive the steps necessary to come up with the correct result.

When: At several points throughout Fall 2011 semester.

Who: Fred Hernandez (With aid of Kevin Li)

B. Midyear Update – due Oct 21

Completely describe all actions that have occurred since this past August with respect to your department's Assessment Plan.

Attach any relative documents (rubrics, surveys, other assessment tools).

Are there any obstacles to the implementation of the plan that the Assessment Committee should know about or can assist with?

Current Pre and Post-test are now available online.

Common Exit Exams are being developed for all multi section CIS courses.

A comprehensive four part Assessment Evaluation has been prepared and implemented for CSFI-101. Each component is designed to determine a student's knowledge in one of four key areas; Hardware, the Operating System, Basic Networking/Internet and Microsoft Office.

CIS-120 is utilizing Pearson publishing's MyITLab. When fully implemented this will provide Microsoft Office emulation of those without access to MS Office at home. The student will get immediate feedback when doing homework or lab assignments. The program also provides various assessment of student skills and knowledge.

No.

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Part C – due TBD

**Summary of Results and
Analysis of Data Collected**

What were the results of
the assessment process?

Our initial idea of giving them a bank of progressively more difficult assignments has been very helpful in increasing student comprehension and critical thinking.

What was learned from
the results?

**Action Plan Based on
Results and Analysis**

Based on what was learned,
what additional steps will be
taken to improve student
learning?

Review of current MyITLab software over the summer has shown it to finally be of value. Previously it did not follow the book well and was incomplete as far as the assignments in the book.. In the Fall semester we began a phased implementation of the MyITLab software for CIS-120.