



2018-19 Annual Program Update

Program Overview

Please verify the mission statement for your program. If there is no mission statement listed, please add it here.

The Business and Economics Department at Laney College is comprised of seven (8) Associate of Arts or Science Degrees and nine (9) Certificates in the areas of: Accounting, Banking and Finance, Business Administration, Business Information Systems, Bookkeeping Review (Fall 2016) Entrepreneurship, Management and Supervision, Marketing and Sales and Retail Management. The Business department also received state-approval for an associate of science degree in Management and Supervision (May 2018). The Economics department offers two transferable economics courses: ECON 1 (Macro Economics) and ECON 2 (Micro Economics) and created an Associate Degree for Transfer (ADT). An Associate Degree for Transfer (ADT) is a guaranteed pathway for student to transfer into the California State University (CSU) system. Both ECON courses are required for business majors seeking an associate degree in business disciplines. The multiple programs goals are designed for students to: 1) Earn a two-year Associate of Arts or Science Degree in business administration or another business-related disciplines; 2) Transfer to four-year higher institution to pursue and earn a bachelor degree; 3) Develop marketable skills and acquire knowledge to become a qualified candidate for employment in the business sector or industry; and 4) Increase working knowledge and enhance skills for students for professional development, career advancement and future promotional opportunities.

List your Faculty and/or Staff

- | | | | |
|-----------------------|-----------------------|---------------------|--------------------|
| - Kim Glosson | - Bangjun Wu | - Margaret Crossman | - Johnnie Harrison |
| - Fred Jackson | - Alta Erdeenbenataar | - Shannon Beckham | - Bruce Barrie |
| - David Simon | - Joshua Coplen | - Larry Hopt | |
| - Russell Southall | - Joshua Polston | - Doug Beavers | |
| - Xiaolin (Linda) Chi | - Kim Bridges | - Elise Bell | |

The Program Goals below are from your most recent Program Review or APU. If none are listed, please add your most recent program goals. Then, indicate the status of this goal, and which College and District goal your program goal aligns to. If your goal has been completed, please answer the follow up question regarding how you measured the achievement of this goal.

Program Goal 1: Ensure our faculty’s demographic supports, encourages, and reflects our commitment to a culturally rich and diverse, socioeconomic student population.

Aligns with Laney College’s Goal 1: Promote Equity

Objective

1.2 – Ensure and promote diversity in committee participation, hiring and professional development.

1.3 - Foster cultural humility and inclusion within programs and services

Program Goal 2: Encourage and promote faculty’s active and consistent participation on committees, shared governance and improved communication channels.

Aligns with Laney College’s Goal 2: Promote a collaborative institutional culture for communication, governance and decision-making

Objectives

- 2.1 Increase understanding of and participation in the College’s governance and decision-making
- 2.3 Improve communication between faculty and staff
- 2.4 Improve responsiveness to student input

Describe your current utilization of facilities, including labs and other space

The Business & Economics department schedules face-to-face and hybrid courses in Building F as follows:

- Mondays – Saturdays
- Morning, afternoons and evening class sessions

Faculty also scheduled online courses orientations in Building F during a semester’s first week of class, including Saturday.

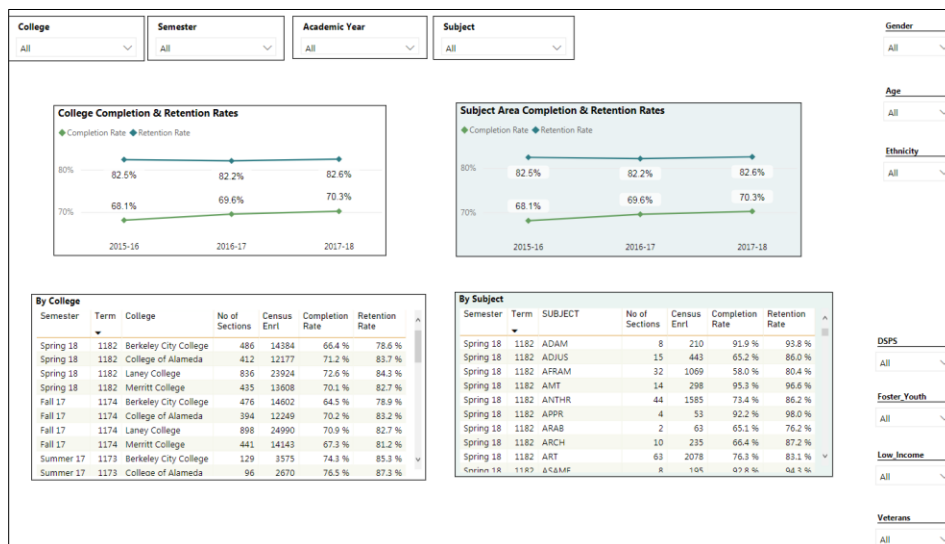
Computer Lab is open Monday – Friday to provide students online access to:

- Research and complete face-to-face course assignments
- Complete online and hybrid courses assignments, quizzes or exams
- Print homework assignments to submit for grading consideration

Accounting Lab is open Monday – Thursday to provide students:

- Tutorial support and study area for individual students or groups
- Meeting area for faculty and student to address students’ questions and concerns
- Accounting and other business courses – hybrid, evenings, Fridays and Saturdays

Program Update



Program Update Power BI dashboard

Using the dashboard, review and reflect upon the data for your program. Describe any significant changes and discuss what the changes mean to your program. Consider whether performance gaps exist for disproportionality impacted students. Focus upon the most recent year and/or the years since your last comprehensive program review. Cite data points from the dashboard to support your answer.

Our department discovered the accounting program attracts more Asian American students and the department needs to identify strategies and resources to attract, retain, and support completion programs and opportunities for disproportionately impacted students. For example, the department chair will contact the National Association of Black Accountants, The American Institute of CPAs and the Association of Latino Professionals in Finance and Accounting to generate community support, resources, interns and mentor opportunities.

Enrollment has remained fairly consistent in our multiple courses. Our department is exploring and identifying additional classes to schedule online, hybrid, evenings or Saturdays to meet our students' needs and educational goals.

The Economics, Banking and Finance and Business courses retention rates averaged 80%, while the Management & Supervision courses retention was 98.5%. Will schedule additional management and supervision certificate courses based on the 98.5% retention rate.

The Economics, Banking and Finance and Business courses completion rates averaged 67.5 %, while the Management & Supervision courses completion rate was 92.3%. Will continue to actively promote certificate and associate degree program.

Business and Economics Faculty will continue to:

- Inform and increase students' awareness about on-campus resources, programs and services by actively sharing campus information during face-to-face, online and hybrid classes.
- Promote our labs which provides students free access to computers, printers, tutorial support, study areas, and afternoon, evening and Saturday classes to improve students' retention and completion rates.
- Ensure interested and enrolled students are aware of campus resources and services, have a current educational plan, and visit the transfer center to explore opportunities to earn a bachelor's degree.

Describe the department's progress on Student Learning Outcomes (SLOs) and/or Administrative Unit Outcomes (AUOs) since the last Program Review/APU. If your discipline offers a degree or certificate, please describe the department progress on Program Learning Outcomes (PLOs).

Department Chair meets regularly with Laney's Curriculum Specialist to review current courses, programs, certificates, and degrees. Department Chair is a new member of the Learning Assessment Committee and working with co-chairs to ensure and track progress on Student Learning Outcomes (SLOs). Scheduled 1:1 meeting with co-chairs to discuss strategies for department to support established Learning Outcome (PLOs based on current and future courses and programs).

Describe the outcomes and accomplishments from previous year's funded resource allocation request.

Brief description of funded request	Source (any additional award outside your base allocation)	Total Award Amount	Outcome/Accomplishment
Request funds from Strong Workforce Program (SWP) to provide tutorial support and access to resources for business students to successfully complete accounting, Economics and banking courses, certificates and/or associate degrees.	N/A	\$29,500	Recipient of three (3) Strong Workforce Program Bronze Star 2017-2018 in Management and Supervision, Business/Accounting and Banking and Finance for demonstrating success in increasing student earning power and social mobility

Prioritized Resource Requests Summary

In the boxes below, please add resource requests for your program. If there are no resource requested, leave the boxes blank.

Resource Category	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs	Total Estimated Cost
Personnel: Classified Staff				
Personnel: Student Worker				
Personnel: Part Time Faculty				
Personnel: Full Time Faculty				

Resource Category	Description/Justification	Total Estimated Cost

Professional Development: Department wide PD needed		
Professional Development: Personal/Individual PD needed		

Prioritized Resource Requests Summary - Continued

Resource Category	Description/Justification	Total Estimated Cost
Supplies: Software		
Supplies: Books, Magazines, and/or Periodicals		
Supplies: Instructional Supplies		
Supplies: Non-Instructional Supplies		
Supplies: Library Collections		

Resource Category	Description/Justification	Total Estimated Cost
Technology & Equipment: New		
Technology & Equipment: Replacement		

Prioritized Resource Requests Summary - Continued

Resource Category	Description/Justification	Total Estimated Cost
Facilities: Classrooms		
Facilities: Offices		
Facilities: Labs		
Facilities: Other		

Resource Category	Description/Justification	Total Estimated Cost
Library: Library materials		
Library: Library collections		

Resource Category	Description/Justification	Total Estimated Cost
OTHER		