Instructional Program Review- Annual Update Template

Instructional Program

Indicate the type of program: ☐ AA; ☐AS; ☐AA-T; ☒AS-T; ☐Certificate

Program Name: Business Administration

Academic Year: 2025-2026

Name of Faculty Submitter(s): Denise Pasley

Annual Update #1 ☒ #2 ☐

Note: An Annual Update must be submitted each year that a Program Review is not submitted.

I. Progress on Program Level Outcomes (PLOs) and Student Learning Outcomes (SLOs) Data

A) Summarize the progress made on course level outcomes and assessments (SLOs):
Course level outcomes and assessments increased by 5.6% from the previous year.

B) Please list specific courses or SLOs that were identified for student-centered growth and improvement.
Use the information from Part C of the "Program Learning Outcomes Assessment Data" section of the IPR.
Since last year was the first year of the full program review for this degree, there was no comparison data. Therefore, no changes were made to the program.
1) List the actions identified to help grow or improve those areas.
NA
2) Discuss the progress the program has made on those actions. Include any data used to support progress.
NA

C) Please list any actions identified to support equitable outcomes.
Use the information from Part D of the "Program Learning Outcomes Assessment Data" section in the IPR.
There was no data in that section of the IPR since last year was its first review. The only thing that can be commented on is that the program success rate increased by 5.6% last year and simultaneously enrollment increased by 3.2%.
1) List the specific student groups the program identified as students they would like to focus their efforts on.
No data was entered in last year's IPR; however, the recommended actions in the full IPR for Business Administration (local) can be used to address the equity gaps in this program.

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2) Discuss any progress with equitable action within the program and any measures taken to ensure the identified student group(s) would receive appropriate support. Include any data used to support progress.

No data was entered in last year's IPR; however, the recommended actions in the full IPR for Business Administration (local) can be used to address the equity gaps in this program.

D) Describe any other program, course, and/or instructional changes made by your program as a result of the outcomes assessment process.

No data was entered in last year's IPR; however, the recommended actions in the full IPR for Business Administration (local) can be used to address the equity gaps in this program.

E) Reflecting on the responses for B) and C) above, what will you implement for the next assessment cycle?

I will monitor how the changes implemented in the Business Administration (local) IPR are used can be used to address the equity gaps in this program.

II. Progress Toward Achieving Program Goals, Objectives, and Outcomes

These should be carried forward from your full Program Review (Section III), or from your Annual Update #1, if revised since your full Program Review.

A) List the 2-3 goals from your Program Review or most recent update.

1. **GOAL #1**
   Increase Transfer Readiness and Success

2. **GOAL #2**
   Attend and gather CTE Advisory Meeting

3. **GOAL #3**
   Close Equity Gaps in Student Achievement

B) Have any goals been completed or discontinued?
If yes, please list the goal and whether it has been completed or discontinued; if discontinued, please explain why.

Yes ☒   No ☐

Goal #2 has been discontinued because it was completed during the last school year.

C) Discuss the objectives and related outcomes for each goal.

1. **GOAL #1 Objective(s) with related Outcome.**
   Click or tap here to enter text.

   • **Discuss any progress toward meeting the goal based on the goal objectives.**

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Click or tap here to enter text.

- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
  Click or tap here to enter text.

2. **GOAL #2 Objectives with related Outcome.**
   Reach out to CTE dean for date of Advisory meeting.
   Attend CTE Advisory meeting to gather data on industry needs.
   Share data with non CTE faculty partners regarding industry needs for program.

   - **Discuss any progress toward meeting the goal based on the goal objectives.**
     This goal was completed.

   - **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
     This goal is completed.

3. **GOAL #3 Objectives with related Outcome.**
   Click or tap here to enter text.

   - **Discuss any progress toward meeting the goal based on the goal objectives.**
     NA

   - **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
     Click or tap here to enter text.

D) **List any resource you are requesting for each goal.**

1. Goal 1 ☐   Goal 2 ☐   Goal 3 ☐

   Please list the resource and how it relates to the goal.
   A full-time faculty member is needed to meet the demands of a growing student population, teach on-campus courses, represent Business courses on committees, contribute to program review, and support other academic and professional responsibilities outlined in the 10+1.

2. Goal 1 ☐   Goal 2 ☒   Goal 3 ☐

   Please list the resource and how it relates to the goal.
   NA

3. Goal 1 ☐   Goal 2 ☐   Goal 3 ☒

   Please list the resource and how it relates to the goal.
   A full-time faculty member is needed to meet the demands of a growing student population, teach on-campus courses, represent Business courses on committees, contribute to program review, and support other academic and professional responsibilities outlined in

the 10+1.

III.   New Goals (optional)
This section is optional and should be used to replace a completed or discontinued goal OR if a new goal has become necessary for the program.

A. NEW GOAL #1
Close Equity Gaps in Student Achievement

1.   Alignment to BCC Strategic Priority *(Select at least one but choose all that apply)*
Strategic Priority 1: Innovate to Achieve Equitable Student Success

Strategic Priority 2: Ignite a Culture of Learning and Innovation

Strategic Priority 3: Build Community

Choose an item.

2.   Relationship to Guided Pathways

☒   Clarify the Path

☒   Entering the Path

☒   Staying on the Path

☒   Support Learning

3.   Please list at least one objective for achieving this goal*.*
Use disaggregated data to inform targeted interventions, such as tutoring, mentoring, and culturally responsive pedagogy.

4.   Please list outcome statements for each objective.
Within three years, the course success rate for disproportionately impacted student groups in Business Administration courses will improve by at least 5%, as measured by disaggregated student achievement data.

5.   Briefly explain how you will measure the outcome*.*
Click or tap here to enter text.

6.   Please list resources (if any) that will be needed to achieve the goal/outcome*.*
The outcome will be measured by collecting and analyzing course success rates (such as

passing grades) for disproportionately impacted student groups in Business Administration courses. These rates will be disaggregated by demographic categories to establish a baseline, then tracked annually over three years. Progress will be determined by comparing year-to-year data to identify at least a 5% improvement in success rates for these groups by the end of the period.

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B. NEW GOAL #1

Click or tap here to enter text.

1. Alignment to BCC Strategic Priority *(Select at least one but choose all that apply)*
Choose an item.

Choose an item.

Choose an item.

Choose an item.

2. Relationship to Guided Pathways

☐ Clarify the Path

☐ Entering the Path

☐ Staying on the Path

☐ Support Learning

3. Please list at least one objective for achieving this goal.
Click or tap here to enter text.

4. Please list outcome statements for each objective.
Click or tap here to enter text.

5. Briefly explain how you will measure the outcome.
Click or tap here to enter text.

6. Please list resources (if any) that will be needed to achieve the goal/outcome.
Click or tap here to enter text.

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IV. Resource Requests: What does the program need to meet its goals and objectives?

What does the program need to meet its goals and objectives?
List all resources from Sections II.D and III.6 below.
If there was no room on the template to list all resources being requested for a single goal/objective, you may list additional resource requests here. Also list any resources required to implement planned improvements.

IMPORTANT: A BUDGET ALLOCATION PROPOSAL must be completed and submitted for **EACH** new resource requested.

Goal #	Objective #	Resource Required	Estimated Cost	BAP Required? Yes or No	In No, indicate funding source
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.