Analysis of Outcomes Achievement: CAOS Admin Assist AAS Degree 2014-15

1. Describe assessment results.

    All scoring is done through the final grades on course open ended projects or assessment documents. Below are the courses are that were involved in this process were picked by the department, in the last column are the changes for 2015-16 year.

Outcome	Course 2014-15	Changes to 2015-16 plan
1	CAS 170 Beginning Excel (F, Sp) CAS 216 Beginning Word (F, W) CAS 140 Beginning Access (W)	CAS 170 Beginning Excel (F, ~~Sp~~) CAS 216 Beginning Word (F, ~~W~~) CAS 140 Beginning Access (W)
2	CAS 246 Integrated Computer Projects (Sp)	Same
3	CAS 240 Filing & Records Mgt (SP)	Same
4	CAS 246 Integrated Computer Projects (Sp)	Same
5	CAS 240 Filing & Records Mgt (SP)	Same
6	CAS 246 Integrated Computer Projects (Sp)	Same
7	OS 280 F&G Cooperative Education (Su)	Same
8	CAS 246 Integrated Computer Projects (Sp)	Same
9	CAS 246 Integrated Computer Projects (Sp)	Same

    The goal for all outcomes:
        2011-15 Goal: 85% C or better
    The results for outcomes are:
        a. 2011-12-Outcomes #1-6 met, #7 course canceled, # 8 & 9 70% met
        b. 2012-13- Outcomes # 1-6, 8-9 met, #7 course canceled
        c. 2013-14 –Outcomes all met, changed schedule of #7 course to summer
        d. In 2014-15- 100% passed with C or higher for all outcomes

2. Identify any changes that should, as a result of this assessment, be implemented towards improving student's attainment of degree, certificate, or program outcomes.
    a. Appears that the objectives are relevant/measureable and that students met the goal.

3. Describe your plan for implementation of any changes.
    a. 2015-16 several courses will only be taught once now so we will change the plan to reflect that
    b. Department considering moving to final grades only – would be easier on department and new Department Chair in 2016.
    c. Current department chair will survey the department, change will take place in 2016-17 school year

4. Departmental faculty involvement.
    a. The CAOS department reviews their percentage scores at each fall in-service and makes recommendations to the Department Chair and Director as to their plan for the following year. The Department Chair writes up the plan and submits them by the end of October of each year.

5. Evaluate the assessment strategy.
    a. The assessments courses, tools and percentages appear to be working well for this department.

6. Additional comments.

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