

Provost Meeting
Student Achievement (School of Business & Technology)
Minutes
November 20, 2018
9:15 a.m. – 10:25 a.m.
Thomas Edison Campus; Building I, Room 123

Present: Dr. Eileen DeLuca (Interim Provost)
Jennifer Baker (Associate Dean, School of Business & Technology)
Dr. Mary Conwell (Professor, Paralegal Studies and Department Chair)
Kelli Dunlap (Director, Institutional Reporting & Analysis)
Barbara Miley (Coordinator, Accountability & Effectiveness)
Dr. Jennifer Patterson (Professor, Management)
Dr. Debbie Psihountas (Dean, School of Business & Technology)
Dr. Joseph van Gaalen (AVP, Institutional Research, Assessment & Effectiveness)
Dr. Richard Worch (Professor, Public Safety Administration)

- Dr. DeLuca opened the meeting and explained the purpose was to discuss goal setting as it relates to programs and student achievement (SACSCOC Principle 8.1 [formerly 4.1])
 - It is important to discuss goal setting not only for the purpose of the upcoming SACSCOC Monitoring Report but for moving forward overall
- Dr. Psihountas stated she is reviewing and evaluating the School of Business & Technology data and trying to determine how to operationalize
- Dr. van Gaalen reviewed the 3-Year Completion Rate and 1-Year Retention Rate information (handout)
- Dr. van Gaalen stated the School of Health Professions administers a variety of surveys for satisfaction and placement information
- Kelli Dunlap stated she and her staff can also look at how long it is taking a cohort to graduate
- Dr. DeLuca stated it is important for us to define our student achievement and it is not a deal breaker if we do not meet the goal; what is important is that we are having conversations about goal setting and what it means
 - In the past, licensure rates, graduation rates, and job placement rates were reported for student achievement; now we need to be able to provide an explanation of how we developed the goals rather than just reporting numbers and percentages
- Kelli Dunlap stated her office uses FETPIP (Florida Education & Training Placement Information Program) to obtain job placement data
- The question was raised as to what benchmarks are needed from Institutional Reporting & Analysis and the Office of Academic Assessment for moving forward
- Mary Conwell stated the Paralegal program uses a graduation survey as part of the programmatic approval from ABA (American Bar Association)

- Dr. van Gaalen asked if SoBT would like the Office of Assessment to build a graduation survey that could be sent to students' alternate email addresses from capstone course. The question, for the moment, was tabled as goal setting methods were being addressed.
- Kelli Dunlap stated that her office could also track graduation rates in two, three, or four year blocks
- Dr. DeLuca stated the annual Program Review reports will also provide good information for consideration and reports should be shared within the department
- A plan of action for stopping the admission of students and closing the CCC-Intermodal Freight program needs to be developed; SACSCOC will need to be notified and the closure needs to be submitted to Curriculum Committee (December 7th meeting is final opportunity for Fall 2019 catalog)
- 2017-2018 Compliance Assist issues with BAS-Supervision & Management were discussed; unfortunately, SLOs were deleted and rewritten as nothing happened; will need to be rewritten as they were and supporting documentation added
- Principle 8.2a (Student outcomes; educational programs) response to SACSCOC (Referral Report): workforce language needs to be revised from future tense to present tense; need to get it cleaned up prior to holiday break
- Student achievement goals need to be established and defined prior to holiday break
- Dr. DeLuca asked that all parties be prepared with goals by the end of the calendar year at worst.

The meeting adjourned at 10:25 a.m.

3 -Year Completion Rate - School of Business & Technology Bachelor and Associate Level

Primary Major	Fall 2015 Enrolled	Completed degree by End of Summer 2018	150% Graduation Rate
BAS SMAN	418	235	56.2%
BAS PSAD	87	48	55.2%
AS ACCG	89	15	16.9%
AS ARDC	48	12	25.0%
AS BAMA	443	67	15.1%
AS CIVL	45	7	15.6%
AS CPAN	181	34	18.8%
AS CRJT	210	39	18.6%
AS CRST	70	13	18.6%
AS NYST	52	7	13.5%
AS PARA	118	42	35.6%

1-Year Retention Rate - School of Business & Technology Bachelor and Associate Level

Primary Major	Fall 2017 Enrolled	Enrolled Fall 2018 or Completed Degree prior to Fall 2018	1-Year Retention Rate
BAS SMAN	490	372	75.9%
BAS PSAD	90	67	74.4%
AS ACCG	97	57	58.8%
AS ARDC	64	38	59.4%
AS BAMA	511	285	55.8%
AS CIVL	49	24	49.0%
AS CPAN	185	94	50.8%
AS CRJT	189	92	48.7%
AS CRST	90	47	52.2%
AS NYST	71	33	46.5%
AS PARA	102	65	63.7%