



## Quality Assurance Report Review Form:

Date Reviewed: April 10, 2011

Commissioner and Team Number: Charles Beem (Chair), Betsy Davis, & Mitch Villanueva: Team One

Institution: James A. Rhodes State College

City, State: Lima, Ohio

Report Covers Years: 2008-2010

### Overall recommendation:

- 1) Accept the report.
- 2) Accept the report with (OFI) opportunities for improvement.
- 3) Defer action to fall or spring commissioners meeting due to incomplete report.
- 4) Deficiencies –
  - a. option to accept mentor or
  - b. annual report because of deficiencies.
- 5) Best practices example were identified in the following exhibits or standards:

### Institution requests removal of: (See Section D)

- No Requests for removal of notes or conditions
- Note or  Condition on Standard\_\_\_\_\_
- Note or  Condition on Standard\_\_\_\_\_

### After reviewing the report, we recommend the following actions:

- Place Note
- Remove Note
- Place Condition
- Remove Condition
- OFI on Standard

## Summary of QA Report

### B. Curriculum

1. Have any existing accredited associate degree programs/curricula been substantially revised since the last Quality Assurance Report?

Yes \_\_\_\_\_ No

New curriculum summaries attached? Yes \_\_\_\_\_ No \_\_\_\_\_

**Curriculum summaries only need to be provided if substantial revisions have been made since the last Quality Assurance report.**

If yes to either above, do they comply with the 25% Standards on Professional Component, General Education, and Business Major?

Yes \_\_\_\_\_ No \_\_\_\_\_ (If no, write a note to notify the institution.)

2. Has the institution terminated any accredited programs since the last Quality Assurance Report? Yes \_\_\_\_\_ No

If yes, list terminated program(s), reason, and date of termination of program(s):

### C. Organization

1. Has the organizational structure or administrative personnel within the business unit changed? Yes \_\_\_\_\_ No

If yes, was an organizational chart included? Yes \_\_\_\_\_ No \_\_\_\_\_

(If no, we need to request one.)

2. Has any new sites (off-campus or on campus) offerings or portions of accredited business programs been added since the last QA Report?

Yes \_\_\_\_\_ No

If yes, list off-campus or new sites and accredited business programs or portions of accredited business programs being offered:

### E. Performance Results

Are there outcomes in each of the five areas? Yes  No \_\_\_\_\_

If no, identify which areas are lacking.

## Table I. Student Learning Results

*(Program outcomes rather than course outcomes. Examples: capstone performance, third-party exams, faculty-designed exams, professional performance, licensure exams)*

Are there identified student learning outcomes (SLO's) for each program?

Program	Accounting & Financial Services	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Program	Management & Marketing	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Program	Management, Marketing, and HR	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Program	Paralegal/Legal Assisting	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Program	_____	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Program	_____	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

For each outcome/performance measure listed is there evidence of:

- The process being deployed? Yes  No  OFI
- Analysis of results? Yes  No  OFI
- Results of action taken? Yes  No  OFI
- Graph of results? Yes  No  OFI

**Briefly explain any NO or OFI response.**

The business unit appears to be using the ETS major field test as the Student Learning Outcomes for the following programs: Management, Marketing, HR, and Paralegal/Legal Assisting.

## Table II. Student- and Stakeholder-Focused Results

*(Examples: satisfaction and dissatisfaction of current and past students and key stakeholders, perceived value, loyalty, persistence, or other aspects of relationship building; advisory committee data, etc.)*

For each outcome/performance measure listed is there evidence of:

- The process being deployed? Yes  No  OFI
- Analysis of results? Yes  No  OFI
- Results of action taken? Yes  No  OFI
- Graph of results? Yes  No  OFI

**Briefly explain any NO or OFI response.**

## Table III. Budgetary, Financial, and Market Performance Results

*(Examples expenditures per business student, business program expenditures as a % of budget, annual business unit budget increases or decreases, enrollment increase or decrease of business students, transfer in or out of business students, student credit hour production, or comparative data.)*

For each outcome/performance measure listed is there evidence of:

- The process being deployed? Yes  No  OFI
- Analysis of results? Yes  No  OFI
- Results of action taken? Yes  No  OFI
- Graph of results? Yes  No  OFI

**Briefly explain any NO or OFI response.**

**OFI: Additional detail of analysis and action taken would be meaningful for continued monitoring.**

## Table IV. Faculty and Staff Focused Results

*(Examples: satisfaction or dissatisfaction of faculty and staff, positive; positive, productive, and learning-centered environment, safety data; absenteeism or turnover data; or complaints.)*

For each outcome/performance measure listed is there evidence of:

- The process being deployed? Yes  No  OFI
- Analysis of results? Yes  No  OFI
- Results of action taken? Yes  No  OFI
- Graph of results? Yes  No  OFI

**Briefly explain any NO or OFI response.**

**Graphs should be provided for each competency.**

**OFI: Additional explanation of how analysis of results and results of action taken align with the competency would provide for more meaningful results; for example, how will the proposed peer assessment measure faculty and staff turnover?**

## Table V. Organizational Effectiveness Results

*(Examples: improvement in safety, hiring equity, increased use of web-based technologies, use of facilities by community organizations, contributions to the community, partnerships, etc.)*

For each outcome/performance measure listed is there evidence of:

- The process being deployed? Yes  No  OFI
- Analysis of results? Yes  No  OFI
- Results of action taken? Yes  No  OFI
- Graph of results? Yes  No  OFI

**Briefly explain any NO or OFI response.**

## Table VI. New Full-Time and Part-Time Faculty Qualifications

Did the institution supply information for new faculty?

Yes  No  OFI

**Briefly explain any NO or OFI response.**

## Table VII. Curriculum Summary

If needed, did the institution supply this table?

Yes  No  OFI

**Briefly explain any NO or OFI response.**

### Strengths:

The Board of Commissioners concurs with strengths identified in the report and would like to commend the institution for their efforts; **these comments will be sent to the institution in the response letter:** The QA report prepared and submitted by Michael G. Rex, Dean of the Business & Public Service Division, at Rhodes State College clearly reflects a very serious commitment towards continuous improvement. The Associate Degree Board of Commissioners congratulates you for your response to the OFI noted in your previous QA report. We wish you and your faculty continued success, as you continue to pursue quality improvement.