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:

__X__ 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)

__X__ 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 __X____
   
   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 __X____
   
   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 __X____
   
   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 __X____
   
   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 __X__ 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?

<table>
<thead>
<tr>
<th>Program</th>
<th>Yes X No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting &amp; Financial Services</td>
<td>Yes X</td>
</tr>
<tr>
<td>Management &amp; Marketing</td>
<td>Yes X</td>
</tr>
<tr>
<td>Management, Marketing, and HR</td>
<td>Yes X</td>
</tr>
<tr>
<td>Paralegal/Legal Assisting</td>
<td>Yes X</td>
</tr>
<tr>
<td>____________________________</td>
<td>Yes _____</td>
</tr>
<tr>
<td>____________________________</td>
<td>Yes _____</td>
</tr>
</tbody>
</table>

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

- The process being deployed? Yes X No OFI _____
- Analysis of results? Yes X No OFI _____
- Results of action taken? Yes X No OFI _____
- Graph of results? Yes X 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 __X___ No _____   OFI ______
- Analysis of results? Yes __X___ No _____   OFI ______
- Results of action taken? Yes __X___ No _____   OFI ______
- Graph of results? Yes __X___ 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 __X___ No _____   OFI ______
- Analysis of results? Yes __X___ No _____   OFI _X___
- Results of action taken? Yes __X___ No _____   OFI ______
- Graph of results? Yes __X___ 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 __X___ No _____   OFI _____
- Analysis of results?   Yes __X___ No _____   OFI __X__
- Results of action taken?  Yes __X___ No _____   OFI __X__
- Graph of results?    Yes __X___ No _____   OFI _X___

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 __X___ No _____   OFI _____
- Analysis of results?   Yes __X___ No _____   OFI _____
- Results of action taken?  Yes __X___ No _____   OFI _____
- Graph of results?    Yes __X___ 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 __X__  No ____  OFI ____

Briefly explain any NO or OFI response.

Table VII. Curriculum Summary

If needed, did the institution supply this table?

Yes __X__  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.