

CERTIFICATE ASSESSMENT PLANNING FORM

Program to be assessed:

Title: Accounting
 Division: BCT

Department: BMG

Code: CTACC

Type of Award: A.A. A.S A.A.S
 Cert. Adv. Cert. Post-Assoc. Cert. Cert. of Completion

Assessment plan:

Learning outcomes to be assessed	Assessment tool	When assessment will take place	Describe population to be assessed	Number of students to be assessed
Students earning a CTACC or the equivalent will recognize the fundamentals of Individual Income Taxation according to Enrolled Agent Exam objectives.	Selected multiple choice questions from Unit Test in TAX 101	Fall 2009 with a three-year cycle.	All students enrolled in TAX 101. Students in this population include students who are in the process of completing a CTACC	All students in all sections
Students earning a CTACC or the equivalent will recognize the fundamentals of Financial Accounting according to the National Certified Bookkeeping Exam objectives.	Selected multiple choice questions from Unit Test in ACC 213	Fall 2009 with a three-year cycle.	All students enrolled in ACC 213. Students in this population include students who are in the process of completing a CTACC or have earned a CTACC or the equivalent.	All students in all sections

Scoring and analysis of assessment:

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Attach the rubric/scoring guide.

Selected objective questions on all students' Unit Test in TAX 101 and ACC 213.
 Selected unit test questions will be evaluated and scored using an answering sheet. (Sample questions attached)

2. Indicate the standard of success to be used for this assessment.

Program Outcome 1 and 2 - 70% of the (students') assessed will score a minimum of 70% on all objective questions assessed in the learning outcome.

3. Indicate who will score and analyze the data (data must be blind-scored).

Faculty from the business Department.

4. Explain the process for using assessment data to improve the program.

Utilize data to determine if (students') have developed a basic understanding of the fundamentals of financial accounting and Tax Accounting.

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Submitted by: Mark Johnston

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Dept. Chair: Colette Young *Colette Young* Date: 9/25/08

Dean: Rosemary Wilson *Rosemary Wilson* Date: 9/29/08

Please return completed form to the Office of Curriculum & Assessment, SC 247.

logged 9/30/08 sj
Office of Curriculum & Assessment
Approved by the Assessment Committee 10/10/06