



**Instructional Program Review – Annual Update  
2021**

Date:	4-15-2021
Program and Department:	Accounting – Business Education
CTE Program?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Additional programs included in this review:	None
Submitted By:	Brent Darwin
Attachments (* as needed):	<input type="checkbox"/> 6-year assessment plan – All programs, when applicable <input type="checkbox"/> 2-year scheduling plan <input type="checkbox"/> Justification for Resource Requests (if needed)

**I. Alignment of the Program with the AHC Mission**

**AHC Mission: Allan Hancock College fosters an educational culture that values equity and diversity and engages students in an inclusive learning environment. We offer pathways that encourage our student population to achieve personal, academic, and career goals through coursework leading to associate degrees, certificates, transfer, and skills building.**

a. Have there been any changes that would require a change to your Program Mission?

No.

b. Explain how your program mission aligns with the college mission.

The college mission and values can be found here: <https://www.hancockcollege.edu/about/mission.php>

The program’s mission is to enable students to read and prepare financial information, use managerial accounting tools to help managers plan and control their business, and prepare tax returns. We are teaching our students to start here at Hancock and be able to move to universities and accounting careers. Accounting education provides opportunities that will enhance our students and their career success in the years to come.

**II. Student Success, Program Accessibility and Program Capacity**

\*NO data analysis required this year.

- a. Describe how the program works to promote student success (completions job placement, transfer). Include teaching innovations and use of academic and student support.

- b. List any notable accomplishments of the program (student awards, honors, or scholarships can be listed here also)

**III. Quality and Innovation in the Program and Curriculum Review**

- a. Are you on track in your assessment plan for course and program SLOs? If not, please explain why.

A revision of all SLOs for all courses has been completed. Transition to PLOs.

- b. Have you shared your assessments or improvement plans with your department, program or advisory committee? If so, what actions resulted? If not, how do you plan to do so in the future?

Yes. The new courses and SLO reviewed by the Advisory Committee are now being implemented.

- c. Did any of section, course or program improvement plans indicate that your program would benefit from specific resources in order to support student learning and/or faculty development? If so, please explain.

More Tutors available for students.

- d. In reviewing your outcomes and assessments have you identified any and all that indicate a modification should be made to the course outline, the student learning outcomes or the program outcomes? Please state what modifications you will be making.

The new PLO assessment program is being implemented.

- e. Have all course outlines been reviewed within the last 5 years? If not, please explain the plan to bring course outlines up to date and include timelines for the review and submission to AP&P.

Yes.

- f. For **CTE courses/programs only**, as per §55003, have prerequisites, corequisites and advisories (PCAs) for courses and/or programs been reviewed within the last 2 years?

Yes.

#### IV. Focus and Engagement of the Program

- a. Summarize major trends and opportunities as well as challenges that have emerged in the program

We are presenting Accounting as a dynamic part of business management. Working to get students to see accounting not just as a college class, but an exciting business career with many opportunities for professional success.

- b. List any (internal or external) conditions that have influenced the program in the past year.

Covid- 19 and the sudden change to ERT modality in March 2020. Even for our best students, there are so many distractions at home while attending ERT classes.

#### Data for Program with Vocational TOP Codes (CTE):

<https://misweb.cccco.edu/perkins/main.aspx>

Please review the data and comment on any trends.

- c. Current industry employment and wage data (please cite sources)  
In addition to the following table, please the attached Job Survey and Forecast attached below.



Emsi Occupational  
Overview - Accounting

Projections of Employment by Occupation, 2016 - 2026			
<b>Occupations Matched to Top Code(s):</b>			
050200 <i>Accounting</i>			
<b>Geography:</b> California			
<b>Counties:</b> All California Counties			
Annual Job Openings by Occupation			
SOC Code	Occupation Title (Link to Occupation Profile)	2016 Employment	Annual Job Openings <sup>1</sup>
132011	<a href="#">Accountants and Auditors</a>	162,000	16,640
	<a href="#">Bookkeeping, Accounting, and Auditing</a>		
433031	<a href="#">Clerks</a>	203,100	22,450
434011	<a href="#">Brokerage Clerks</a>	5,700	590
132031	<a href="#">Budget Analysts</a>	7,200	620
251011	<a href="#">Business Teachers, Postsecondary</a>	6,000	590
132041	<a href="#">Credit Analysts</a>	8,000	740
132061	<a href="#">Financial Examiners</a>	4,300	390
433051	<a href="#">Payroll and Timekeeping Clerks</a>	26,700	2,670
	<a href="#">Tax Examiners, Collectors, and Revenue</a>		
132081	<a href="#">Agents</a>	9,200	630
132082	<a href="#">Tax Preparers</a>	14,300	1,680
	<b>Total</b>	<b>446,500</b>	<b>47,000</b>
<b>Source:</b> <a href="https://www.labormarketinfo.edd.ca.gov/commcolleges/Projections.asp">https://www.labormarketinfo.edd.ca.gov/commcolleges/Projections.asp</a>			

d. Industry employment and wage trends

Employment and wage growth have been disrupted by the COVID-19 pandemic.

e. TOP code employment CORE indicator report

050200 Accounting

f. Advisory committee recommendations

Monitor the student success in the three new accounting courses.

**V. Continuous Improvement of the Program**

a. Status of Final Plan of Action – Post Validation

Summarize the progress made on the recommendations from your last comprehensive program review plan of action

PLAN OF ACTION	ACTION TAKEN/RESULT AND STATUS
Increase Student success rates & lower drop rate.	New courses (Acct105, Acct131, & Acct132) have been launched. Initial feedback and results are encouraging. .

b. List any new resources that the program received in the past year and the results

Source	Specific Resource	Est. Amount \$	Impact on program or course outcomes

c. List any new or modified recommendations below, including rationale for these in the table.

Monitor the student success in the new Accounting courses.

Program Improvement Plan (Program ,Priority Number, year)	Anticipated Outcome (Goal)	Program Goal Status (Indicate if this goal is ongoing from a previous Annual Or Comprehensive Program Review or new this year).	Alignment to Strategic Directions and planning goals (see " Alignment to Strategic Directions" Attached	Activities	Justification (Evidence of need)	Resource Request (From table Below)	Anticipated Completion Date or On-going
Split Financial Acct 130 into a two-semester course.	Improved Student success rate and lower dropout rate	On previous plan.		Curriculum change process is under way.	Multiple student surveys & SGIDs. Surveys of other community colleges.		August 2020
Create entry level Survey of Accounting course.	Additional students exploring Accountin g as a career	On previous plan.		Curriculum change process is under way.	We lack a course which truly introduces students to the entire field of accounting		August 2020

d. Summary of request for resources. Please list the type of request (facility, technology, staffing, equipment, other) and rank their priority.

Resource Requests (Program, RRX year)	Item	Program Goal	Type	One-time cost	On-going cost (per fiscal year)	Anticipated Completion Date or On-going
Facilities	Restrooms in Building K need complete remodel & upgrade.	Facilities improvement		~\$40,000	No Additional	6 -12 months