

CENTRAL NEW MEXICO COMMUNITY COLLEGE
ASSESSMENT REPORT-Part I
Assessment Data Results

The purpose of this form is to provide a written summary of your assessment results for the current assessment cycle.

Fall 2011 – Spring 2012
 (Assessment Period Covered)

June, 2012
 (Date Report Submitted)

Carol Rogers/crogers25@cnm.edu/224-4000 x50073; Dawn Addington/dawna@cnm.edu/224-4000 x50201
 (Contact Person/email/phone)

Choose ONE of the following 3 areas for this assessment report and insert the name of the general education area, certificate, degree or discipline on the appropriate line:

See definitions for each category in Assessment Process document

Gen Ed Area (see definitions) _____ AA/AS <input type="checkbox"/> AAS <input type="checkbox"/>	or	Program _____ Certificate AA/AS AAS	Payroll _____ <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Or Discipline Area (see definitions) _____			
Outcome(s) assessed: 1. Compute wages and deductions, employer taxes and utilize payroll information to prepare Federal payroll tax reports and Federal tax filings. 2. Prepare common payroll accounting documents such as payroll registers and employee earnings records. 3. Analyze, journalize and post payroll transactions.			
Classes/Cohort Assessed: Acct 1120, Payroll Accounting			
Measurement tool(s): Common Payroll Project graded using a common rubric			

Type of tool (for each tool listed above, indicate type of tool): Direct/Internal
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Achievement Target (if more than one measurement tool, list target for each tool separately):

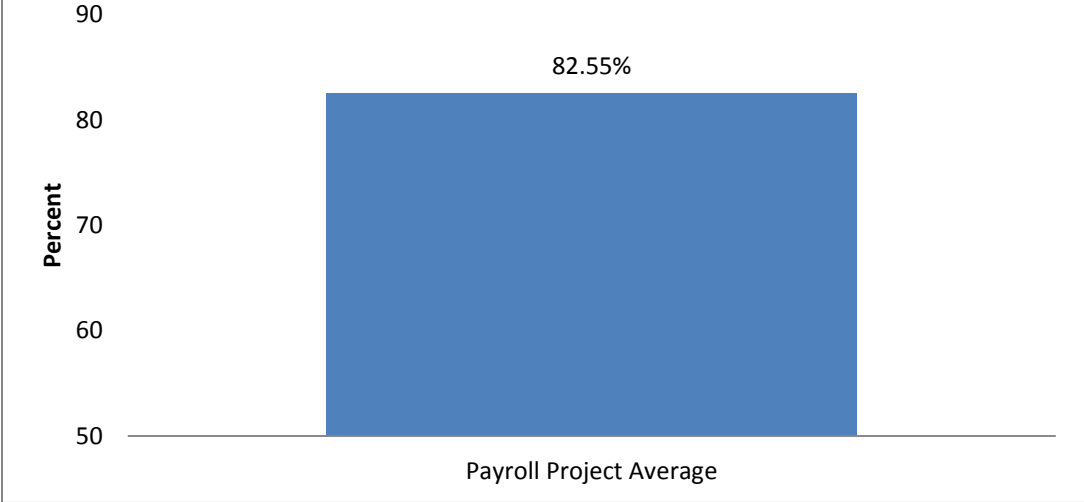
The Achievement Target is that 75% of the students will receive a score of 75% or higher on the Payroll Project.

Assessment Results/Findings (if more than one measurement tool, list results for each tool separately):

The grading rubric for the common Payroll Project was not aligned with the student learning outcomes for the Fall 2011-Spring 2012 assessment cycle. Thus, the following reported data is based on the overall Payroll Project average and not on a per outcome basis.

The overall achievement target for the three outcomes was met. 78.33% of students received a score of 75% or better on the Payroll Project. The overall average score of the Payroll Project was 82.55%.

Payroll Project Fall 2011 - Spring 2012



**CENTRAL NEW MEXICO COMMUNITY COLLEGE
ASSESSMENT REPORT – Part II
Action Plan & Assessment Plan Update**

The purpose of this form is to provide a written summary of your assessment action plan for the designated assessment cycle and provide an updated assessment cycle plan for the current 5-year cycle

Fall 2011 – Spring 2012
 (Report Period)
 Carol Rogers/crogers25@cnm.edu/224-4000 x50073; Dawn Addington/dawna@cnm.edu/224-4000 x50201
 (Contact Person/email/phone)

October 5, 2012
 (Date Report Submitted)

Indicate **ONE** of the following 3 areas for this assessment report and insert the name of the general education area, certificate, degree or discipline on the appropriate line:

See definitions for each category in Assessment Process document

Gen Ed Area (see definitions)	or	Program	Payroll
AA/AS <input style="width: 40px; height: 20px;" type="checkbox"/> AAS <input style="width: 40px; height: 20px;" type="checkbox"/>			Certificate <input checked="" style="width: 40px; height: 20px;" type="checkbox"/> AA/AS <input style="width: 40px; height: 20px;" type="checkbox"/> AAS <input style="width: 40px; height: 20px;" type="checkbox"/>
Or Discipline Area (see definitions) _____			

Data Results Period upon which this Action Plan is based (period which ended 6/30/xx):
 2011/2012 Assessment Report – Part 1

Action Plan (close the loop):
 Due to the grading rubric for the common Payroll Project not being aligned to the outcomes for the Fall 2011-Spring 2012 assessment cycle, the data for this cycle cannot be assessed by each outcome individually. To be able to better assess the students and to better norm the grading of the Payroll Project, both the outcomes and the grading rubric for the Payroll Project will be rewritten for alignment. The Acct 1120 Payroll team will re-evaluate what is appropriate for our assessment measure and will discuss possibly moving from the Payroll Project as a measurement tool to a common final exam for the Payroll course.

ASSESSMENT PLAN

The assessment plan includes three parts:

1. **The plan description** (This should be a brief written description of the assessment plan(s) for the area/certificate/degree/discipline. If all outcomes are not shown in item #3 below as assessed in the 5 year cycle, this description must include information about their eventual assessment)
2. **The student learning outcomes for the area/program/discipline** for the 5 year cycle.
3. **The assessment cycle timeline**

1 Plan Description This plan is used to assess the Payroll Certificate so to provide a consistent process for documenting and reporting outcomes results and actions taken as a result of this assessment.
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- 2 **Provide the list of current student learning outcomes for this area or program (you may add more lines if necessary by right clicking and choosing insert row below):**

1	Compute wages, deductions and employer taxes and prepare common payroll accounting documents such as payroll registers and employee earnings records.
2	Utilize payroll information to prepare Federal payroll tax reports and Federal tax filings.
3	Analyze, journalize and post payroll transactions.
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3 Assessment Cycle timeline for the above student learning outcomes for the next five years.

Outcome #	When Measured	Where measured (i.e. what course(s))	Measurement tool(s) & Type of tool
1	2012-2014	ACCT 1120	Payroll Project with common grading rubric; direct/internal
2	2012-2014	ACCT 1120	Payroll Project with common grading rubric; direct/internal
3	2012-2014	ACCT 1120	Payroll Project with common grading rubric; direct/internal
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