

CENTRAL NEW MEXICO COMMUNITY COLLEGE
ASSESSMENT REPORT
Due to SAAC by October 15

PART 1: CONTACT & PROGRAM IDENTIFICATION

Report Year and Contact Information			
2016-2017 Academic Year	Vardis Gaus Contact Person	vgaus@cnm.edu Email	Ext. 50079 Phone Number

Subject of this Assessment Report		
Program: Truck Driving-Class B <input checked="" type="checkbox"/> Certificate <input type="checkbox"/> AA <input type="checkbox"/> AS <input type="checkbox"/> AAS	Gen Ed Area: _____ Applicable to: <input type="checkbox"/> AA/AS <input type="checkbox"/> AAS	Non-Award, Non-Gen-Ed Discipline Area: _____

PART 2: THE YEAR IN RETROSPECT

Program/Area Highlights (Including, wherever applicable, course completion, job placement, and licensing examination information)
<p>While the year 2016-2017 did not enjoy the same enrollment as the prior year, it has been a successful year. This year we have been able to utilize more than one vehicle and have better standardized what is taught in the lab. The classroom portion is shared with our Class A program so is already standardized. Given this, I believe this has brought us to a program that is better than it was. In addition, like the Class A program, we have shortened the time to completion. Our day offering is now 6 weeks long and our blended/weekend offering is 8 weeks long. This was a reduction of 25% and 20% respectively.</p>

Changes Made in Support of Student Learning
<p>One of the difficulties we had in the past was the standardization of the instruction given in the lab setting. Often, more than one lab instructor was used for the lab, which led to some confusion to the student. In addition, we tried different instructors as solo, and have come up with a plan for specific instructors who have been very successful with student instruction and are rotating them through each term. We believe this too has had a positive effect on the success of the students.</p>

PART 3: REPORT ON RECENT ASSESSMENT OF STUDENT LEARNING

Student Learning Outcome(s) Assessed <i>To add rows: right –click in cell below and select “Insert,” “Insert Rows Above”</i>	Classes/Cohorts Assessed
1. Earn a Class B Commercial Drivers License	Fall 2016, TRDR 1420; Spring 2017 TRDR 1420
2. Meet employer (industry) standards for computational skills	Fall 2016, TRDR 1420; Spring 2017 TRDR 1420
3. Meet employer (industry) standards for use of technology	Fall 2016, TRDR 1420; Spring 2017 TRDR 1420
4. Meet employer (industry) standards for knowledge of and application of safety principals.	Fall 2016, TRDR 1420; Spring 2017 TRDR 1420
5. Meet employer (industry) standards for communications skills	Fall 2016, TRDR 1420; Spring 2017 TRDR 1420

Measurement Tool(s) Used <i>To add rows: right –click in cell below and select “Insert,” “Insert Rows Above”</i>	<i>Enter X's for type of tool</i>				Initial Achievement Target or Expectation
	Internal	External	Direct	Indirect	
1. New Mexico State CDL Testing Examiner		X	X		Achieve at least a 95% pass rate.
2. In class Team Trip project requiring map reading and logbook preparation	X		X		To obtain a turn in/completion rate for the tool of 90-100%. Upon assessment of the items in the tool to obtain a rate of minimal errors in actual computational application.
3. Several Internet searches to obtain printouts of Companies, Associations and Vendors of Trucking industry	X		X		TO obtain a 90-100% turn in/completion rate with minimal errors
4. Safety a. Hazardous materials Test	X	X	X		To obtain 90-100% turn in/completion rate with score of 80% or better. External if taken at MVD, Internal if taken in class. Often get a mix.
4. Safety b. Pre-trip Inspection Tests	X	X	X		To obtain 90-100% turn in/completion rate with score of 80% or better. Measurement looks at both in class and 3 rd party results
4. Safety c. 3 rd Party Road Test		X	X		To have 90-100% completion rate with score of 80% or better and no automatic safety fails.

5. Development of Resume and Cover Letter	X		X	To obtain a 90-100% turn in/ completion rate with minimal errors.
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Assessment Findings

1. On competency 1—We have seen an increase in the pass rate for the 3rd party exam. Of the 9 students who completed, 100% of the students tested passed the 3rd party exam, which is a definite improvement from last year. However, none of the students this year scored at the expert level...all scored at the advanced level. 7 students tested and the other 2 quit attending class well before the time for testing. This is a definite improvement despite the small numbers.
2. On competency 2—The intended tool for this measurement was not used this year. The reason for this is that with the time to completion reduction, the material was not covered in the Class B program. We are currently looking at the possibility of introducing another tool that can adequately measure this outcome.
3. On competency 3—This competency showed a bit of a mixed bag of results. First, the overall number of students who completed the exercise improved from 56% last year to 80% this year. However, the goal of 80% of those turned in being of Advanced ranking or better was not met as 50% of the students scored Expert and 50% Beginner. Again, the lower number of students may have played a factor as well as the shorter time to completion.
4. On competency 4—The competency dealing with working in a safe manner has remained pretty constant except for the turn in rate of all assignments. Last year the rate of students not turning in their work was 8% but this year is 10%. Again, some of the changes may have played a factor in this. However, we did reach our goal of at least a 90-% turn in rate and the goal of 80% rating advanced or better was met at 82%. Last year our rating of advanced or better of all completions was 78%, so that is another improvement which is very important in this industry.
5. On competency 5—80% of our students turned in a resume and cover letter. This was up from 53% the prior year. However, the quality of the items turned in went down. Last year we had 83% of those turned in were ranked advanced or better. This year it was only 50%. This we will have to work on improving.

Analysis and Interpretation of Assessment Findings

For the class B program, the results of the assessment require us to consider some potential changes in how class materials are offered and instructions on the assignments more clearly communicated. The majority of the students for this year were in the blended class, which historically does not get a good a response on assignment completion as the face-2-face class, and this may have been a contributing factor. The online instructor is considering changing some of the online material to work on this weakness. Another factor may also be the reduction of time to completion as the F-2-F class has a shorter time frame to cover the same material being stacked with the Class A program. As a result, this class does not always get the mathematical computation assignment. We are looking at other ways to help combat this including possibility of a better web enhancement of the class.

Action Plan in Support of Student Learning

Given the assessment findings, a restructuring of how material if presented and the order of presentation is being evaluated. The other evaluation taking place is the possibility of a grading structure change to give a bigger reason to have assignments turned in. Sometimes there is a bit of apathy seen in the Class B students since they have to take the theory with the Class A students in the F-2-F setting.

Please indicate with an X all of the following that characterize the types of changes described in the above action plan:

- Pedagogical change
 Course revision
 Process revision
 Curricular revision
 Budgetary reallocation
 Faculty training/development
 Assessment criteria revision
 Assessment methodology revision

Recommendations, Proposals, and/or Funding Requests
There are currently no budgetary requests. There are proposals of revision of the course structure to better answer student needs.

PART 4: ASSESSMENT CYCLE PLAN UPDATE (Copy and paste from original plan if unchanged)

Cycle Years	Description of Changes Made (if applicable)
2015-2020	This plan will measure all competencies each year. Given this is a short program (less than one term) it is essential to measure all in order to see how the program is progressing in growth and student learning.

Student Learning Outcomes	When Measured	Where Measured	How Measured
1. Earn a Class B Commercial Driver's License	2015-2020, Fall and Spring	External Licensing	Student takes test and presents license to instructors
2. Demonstrate proficiency in communications skills required in the Transportation Industry	2015-2020, Fall and Spring	TRDR 1420	Resume, Cover Letter, Oral Reports
3. Demonstrate proficiency in the computational skills required in the transportation industry	2015-2020, Fall and Spring	TRDR 1420	Team Trip Project
4. Demonstrate proficiency in the technology skills required in the transportation industry	2015-2020, Fall and Spring	TRDR 1420	Printing copies of internet websites for Trucking Companies, Industry organizations, Vendors
5. Demonstrate the ability to work in a safe manner as required in the Transportation industry	2015-2020, Fall and Spring	TRDR 1420	Pre-trip inspection demonstrations, Hazardous Materials Test, 3 rd party Road test
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