

**ASSESSMENT CYCLE PLAN  
CENTRAL NEW MEXICO COMMUNITY COLLEGE**

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

**General Education Area** (see definitions, indicate area on appropriate line)

AA/AS \_\_\_\_\_  
AAS \_\_\_\_\_

**Program** (note program name on appropriate line)

Certificate    Payroll \_\_\_\_\_  
AAS \_\_\_\_\_  
AA \_\_\_\_\_  
AS \_\_\_\_\_

**Discipline Area**  
(see definitions)

\_\_\_\_\_

- 1 Provide a list of 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 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.
4	
5	
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7	
8	
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10	

2 Prepare the Preliminary Assessment Cycle for the above student learning outcomes and complete the following chart

Outcome #	When Measured	Where measured (i.e. what course(s))	Measurement tool(s) & Type of tool
1	2011-2012	ACCT 1120	Payroll project, common rubric; direct/internal
2	2011-2012	ACCT 1120	Payroll project, common rubric; direct/internal
3	2011-2012	ACCT 1120	Payroll project, common rubric; direct/internal
4			
5			
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