



“We Strive to Guarantee Quality and Excellence”

Palau Community College is an accessible public educational institution helping to meet the technical, academic, cultural, social, and economic needs of students and communities by promoting learning opportunities and developing personal excellence.

**T1 - Instructional Programs
(Academic Degree & Certificate Programs)**

Three Year Program Review

Degree / Certificate Program

Business Administration

Period of Three-Year Review

Fall 2018 – Summer 2021

Program Review Completed By:

Name	Title	Signature	Date
Frederick D. Mascardo	Business Administration Chairperson		May 04, 2022

Program Review Certified By:

Name	Title	Signature	Date
DEIKOLA OUKONG	Dean		5/4/2022

Program Review Received By: (Institutional Research & Evaluation Office)

Name	Title	Signature	Date
Ligaya Sara	Institutional Researcher		05-04-2022

Purpose:

Program review at Palau Community College is a process that provides an extensive evaluation of academic and non-academic programs on a three-year basis. The results of yearly assessments (using the FAMED process) are compiled into the one three-year review cycle.

The purpose of program review is to evaluate program sufficiency to allow definite strategies to be developed for major revisions, to provide information for consideration when decisions are made, and to develop recommendations to improve institutional effectiveness.

In doing the assessment/evaluation the following were the data sources: latest mapping of CLOs, PLOs and ILOs. Upon review of the data sources there are some missing data, and data that are inconsistent and are not tallying. Thus, there is a need to clean and validate the data.

To ensure consistency and validity of the evaluation, it used the BU major's data base and extract information on BU and BA courses from the same database to avoid inconsistency.

I. Academic Degree Program Purpose (Program Description) and Relationship to the College Mission

1. State the purpose of this academic degree program below.

Summary of the academic program purpose

A school and its academic programs' relevance link closely on the needs of the society, and how its citizen could fill in that needs to advance socio-economic development. People drive socio-economic prosperity. Thus, it is imperative that its citizens are knowledgeable, and they have the right attitude and skills to fill in the job market requirements.

Palau Community College recognizes the need to prepare its students for a job market in a constant state of change. On April of 2004, a community survey was conducted to determine the need for the Business Administration program. The questionnaire was administered to various public and private sectors; the questions and responses were overwhelmingly in favor of such a program. On September 15, 2005, Business Administration program was officially a program at the college. We endeavor to offer contemporary subject matter, including computer courses, information technology, and to encourage the student to view education as a lifelong process.

The objectives of the business administration program enable the students to fill in the job market in the business field. Graduates of the program are qualified for entry-level positions, such as accounting clerk, auditor's assistant, sales and office manager, and administrative assistant. The program also leads to a Bachelor of Arts or Bachelor of Science degrees. Cognizant of its important role in the community, the program also provides a platform for a continuing learning among those working in the business industry.

a. Goals

Upon graduating with an Associate Science degree in Business—Business Administration, the graduate will be able to:

1. Effectively communicate business concepts orally and in writing to organizational stakeholders.
2. Understand the ethical perspectives, and an ethical and legal framework for decision-making.
3. Acquire business knowledge and develop skills to analyze and solve complex managerial problems through active learning and experiential education.
4. Use information technologies to access, analyze and report business information.
5. Develop an awareness and understanding of the cultural, legal, economic and geo-political forces that impact business operations in a global economy.
6. Understand, analyze and use the accounting/financial information generated by organizations for their stakeholders, and will understand financial theories, analyses and markets.
7. Understand the economic forces that impact organizations operating in the global business environment, and will use economic analyses to make business decisions.

2. How is the academic degree program supporting the overall mission of the College?

The relationship of program to the college Mission Statement

The Business administration Program has three-fold objectives:

1. Prepares students for responsible entry-level employment in the business arena immediately following graduation;
2. Provides a quality education for students interested in transferring to a four-year institution for Bachelor of Arts or Bachelor of Science degrees; and
3. Provides continuing education opportunities for those already working in business and industry.

The program addresses the technical, academic, cultural, social, and economic needs of the students, and directly and indirectly, the communities. Business Administration as a program promotes learning opportunities and personal excellence. The program ensures that a stable, skilled students and imbued with the right attitude fill in the market towards enhanced productivity in the business field.

Reviewing the Business Administration program at PCC is an indication of its commitment to excellence, learn lessons and best practices from the evaluation to strengthen the program to better meet the needs of the students, faculty, and the community at large.

PCC Business Administration Program Integrated Vision and Mission statements:

1. Students

The Faculty of Business Administration:

- o Delivers opportunities for qualified graduates from community colleges and other institutions of higher education to further their business education at the university level,
- o Provides an environment of life-long knowledge for our students and alumni.

2. Faculty

The Faculty of Business Administration recognizes the importance of:

- o A setting conducive to teaching and research,
- o A culture that encourages team work as well as respect for individual contributions,

3. Business Community and Professional Associations

The Faculty of Business Administration recognizes the needs of the business community and professional associations by:

- o Delivering relevant programs and developing student's managerial skills,
- o Incorporating the expertise of the business community and professional associations in research and teaching which enhances our ability to deliver quality programs.

3. Provide a brief history of this academic degree program below. Include the updates of major changes and accomplishments since the last review.

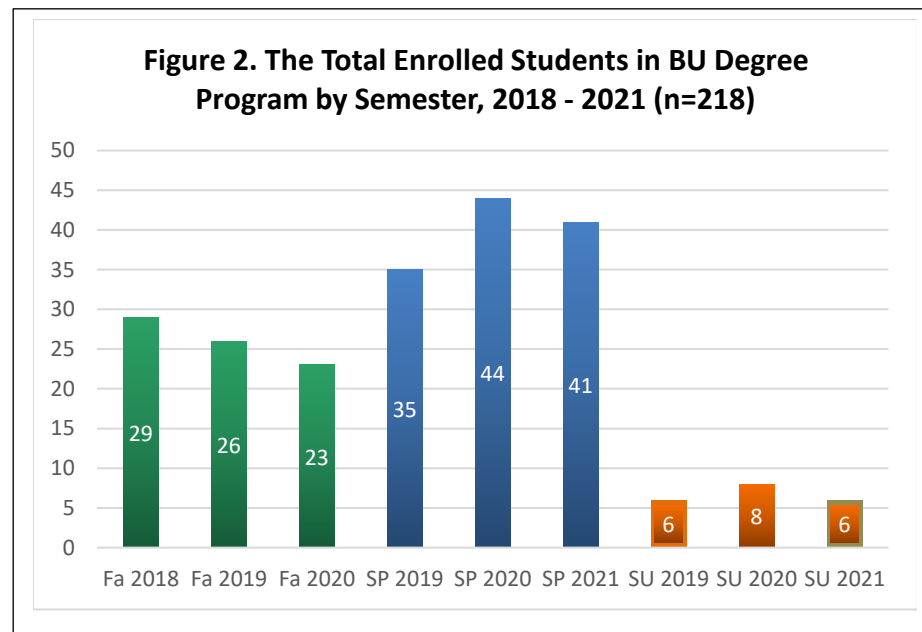
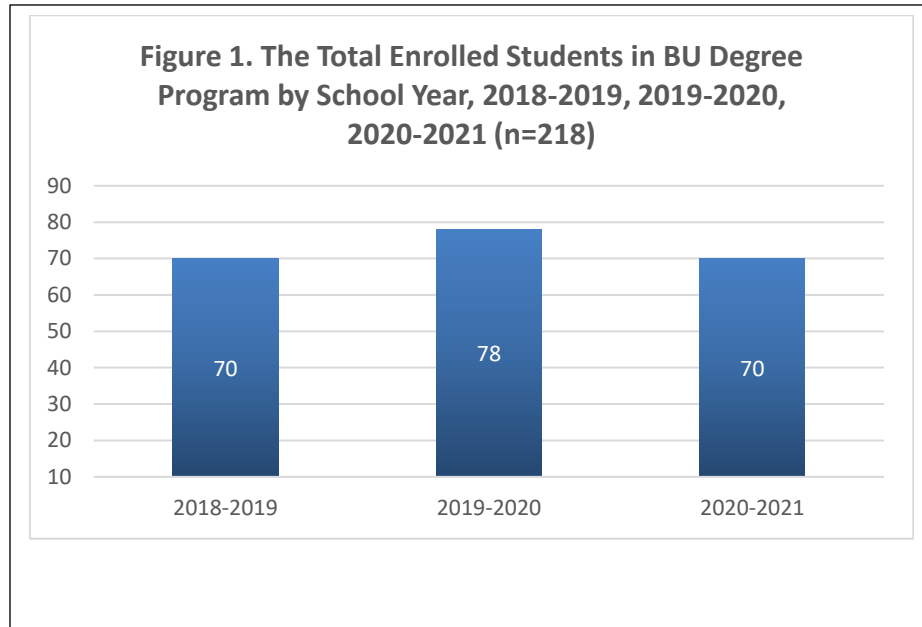
The following are some chronological events with regard the history of the academic degree:

Since the last review in the summer of 2018, it has maintained the course learning outcome and the program learning outcome within and above the proficiency level of 70%. Also, there are no major changes.

BA courses BA220 -Marketing, BA159 -Macro, TH219 HRM, BA213 -Business Finance, BA214 Business Law was change from BA code to BU under Business Administration program.

II. Program Data

Degree Program Students – Number of Students Enrolled in this Degree Program



Provide summary of Figure 1 including its trends analysis.

From 2018 to 2021, there were a total of 218 students enrolled in any of the courses offered under the BU degree. Enrolled is defined as those students who stayed on until the end of the semester; and either passed or failed. Not included in the analysis are the students who enrolled and eventually withdrew because it does not have a bearing in the class load.

There is a slight increase in enrollment between school years 2018-2019 (n=70) to 2019-2020 (n=78) by 11.4%. An 10.25% decreased is noted in School Year 2020-2021 at 70. The impact of COVID 19 pandemic to the enrollment of students is not significant in 2020-2021.

Figure 2 shows that there is a decreasing trend of enrollment during Fall Semester from 2018-2020. On the other hand, Spring Semester enrollment showed a 28.5% increased from 2019-2020; and had a slight decreased of 7% from 2020-2021. This reflects the period of the COVID 19 pandemic. This means that the pandemic has not significantly impact on the number of enrollments under the BU degree program.

Almost 100% of students passed except for Fall 2018 and Spring 2019 and 2021 where each had one failed student, which is insignificant.

Program Courses Data
(Course Completion Data of Program Students in each Program Course)

Table 1a. Course Completion of Program Courses (Fall)

Course	Fa 2018			Course	Fa 2019			Course	Fa 2020		
	No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled
BA110	11		11	BA110	6		6	BU110	10		10
BA214	10	1	11	BA214	11		11	BU158	6		6
BU158	7		7	BU158	8		8	BU214	7		7
				BU223	1		1				
Total	28		29	Total	26		26	Total	23		23
Percent	96.5%				100%				100%		

Table 1b. Course Completion of Program Courses (Spring)

Course	Sp 2019			Course	Sp 2020			Course	Sp 2021		
	No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled
BA110	1		1	BA110	5		5	BU110	3		3
BA159	8	1	9	BA159	12		12	BU120	9		9
BA213	7		7	BA213	10		10	BU159	7		7
BU120	10		10	BU120	5		5	BU213	7		7
TH219	8		8	BU223	1		1	BU219	5	1	6
				TH219	11		11	BU220	8		8
								BU223	1		1
Total	34		35		44		44		40		41
Percent	97.1%				100%				97.5%		

Table 1c. Course Completion of Program Courses (Summer)

Course	Su 2019			Course	Su 2020			Course	Su 2021		
	No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled
BU223	6	0	6	BU223	8	0	8	BU223	6	0	6
			6				8				6

Provide summary of Tables 1a, 1b, & 1c including trend analysis.

Program students course completion Fall (2018, 2019 and 2020):

Table 1a shows the total number of enrolled BU students during Fall semester 2018 (n=29), 2019 (n=26) and 2020 (n=23). There is a slight decrease of enrolled students in the Fall 2019 by 10.3% and the following year Fall 2020 at 11.5%. The shift from in-person to online in Fa 2020 (during COVID-19 pandemic) might have resulted to the decrease. Percent of students (96.5%) who passed in Fa 2018 increased to 100% in Fa 2019 and remained at 100% in Fa 2020.

After of last program review, the course code numbers for BA110 and BA214 have been replaced into BU110 and BU214, respectively in Fa 2020 thus these courses are assessed collectively.

Program students course completion Spring (2019, 2020 and 2021):

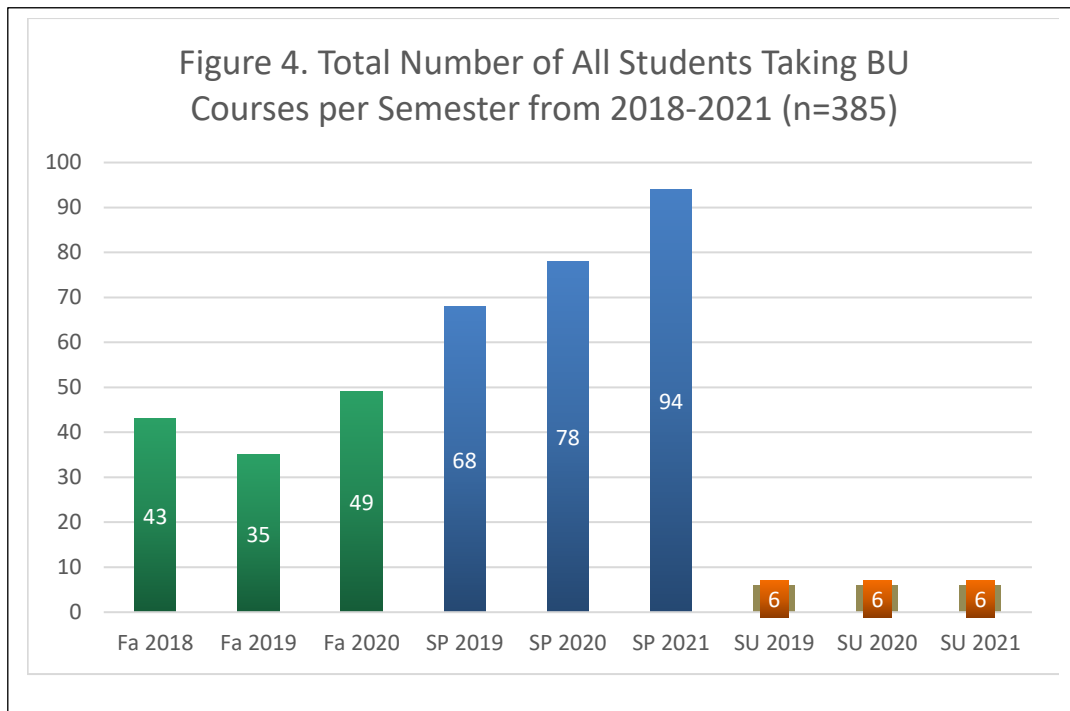
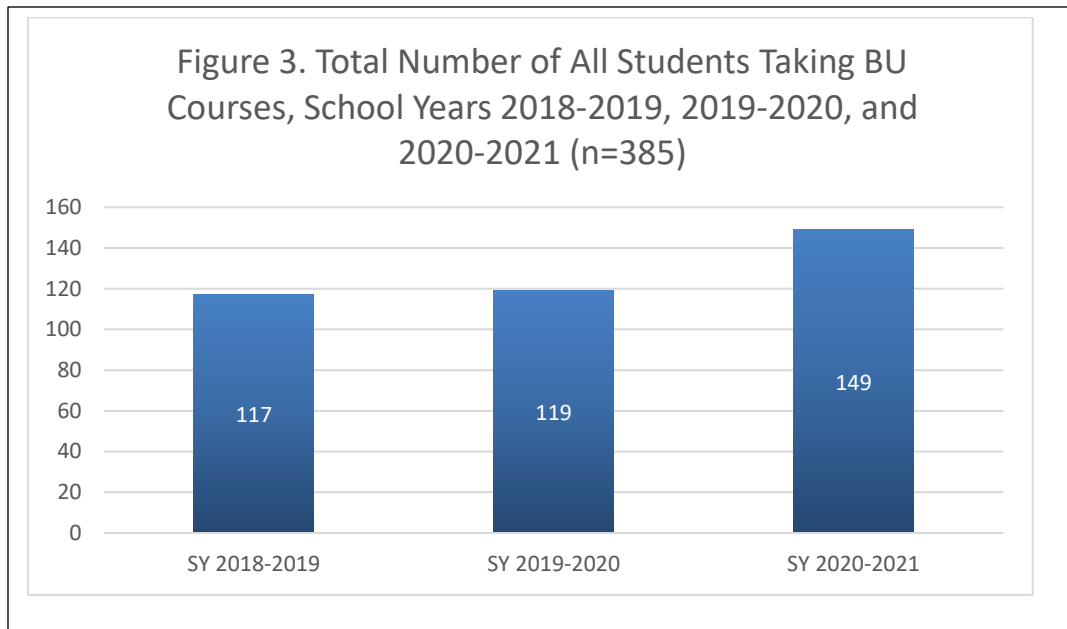
Table 1b shows the total number of enrolled BU students during Spring semester 2019 (n=35), 2020 (n=44) and 2021 (n=41). There is an increase of enrolled students in Spring 2020 by 25.7% and a decrease in Spring 2021 at 6.8%. The shift from in-person to online in Sp 2021 (during COVID-19 pandemic) might have resulted to the decrease. Percent of students (97.1%) who passed in Sp 2019 increased to 100% in Sp 2020 and decreased to 97.5% in SP 2021.

After of last program review, the course codes with BA and TH have been replaced with BU in Sp 2021 thus these courses are assessed collectively.

Program students course completion Summer (2019, 2020 and 2021):

Table 1c shows the total number of enrolled BU students during Summer 2019 (n=6), 2020 (n=8) and 2021 (n=6). There is an increase of enrolled students in Summer 2020 by 33.3% and a decrease in Summer 2021 at 25%. 100% of the enrolled students pass the course in Su 2019, Su 2020 and Su 2021.

Program Courses Data
Course Completion Data of ALL Students in each Program Course
(Does not apply for LA and SD Programs)



Figures 3 and 4: Course Completion of Program Courses

Overall, there are a total of 385 students enrolled in BU courses, including students from BA and TH tracks. Figure 3 shows an increasing trend in terms of the number of students from SY 2018-2019 to SY 2020-2021. Significant increase is seen from SY 2019-2020 to SY 2020-2021 from 119 to 149, respectively. This constitutes a 25% increase.

Figure 4 represents the number of students enrolled per semester from 2018-2021. Comparing Fall enrollees, the graph reflects a slight increase from Fa 2019 to Fa 2020. An upward trend is also reflected for Spring 2019 to 2020 and 2020 and 2021 by 14.7% and 20.5%, respectively. Despite COVID 19 pandemic, we saw an increase in enrollment during Spring. In this graph, there is an observed plateau of enrollees during summer from 2019-2021.

Table 2a. Course Completion of Program Courses (Fall)

Course	Fa 2018			Course	Fa 2019			Course	Fa 2020		
	No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled
BA110	21		21	BA110	13		13	BU110	33		33
BA214	14	1	15	BA214	13		13	BU158	6		6
BU158	7		7	BU158	8		8	BU214	10		10
				BU223	1		1				
Total			43	Total			35	Total			49

Table 2b. Course Completion of Program Courses (Spring)

Course	SP 2019			Course	SP 2020			Course	SP 2021		
	No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled
BA110	17		17	BA110	28		28	BA220	1		1
BA159	11	1	12	BA159	17		17	BU110	29		29
BA213	12		12	BA213	12		12	BU120	9		9
BA220	4		4	BA220	3		3	BU159	10		10
BU120	10		10	BU120	5		5	BU213	8		8
TH219	13		13	BU223	1		1	BU219	16	1	17
				TH219	12		12	BU220	19		19
								BU223	1		1
Total			68	Total			78	Total			94

Table 2c. Course Completion of Program Courses (Summer)

Course	SU 2019			Course	SU 2020			Course	SU 2021		
	No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled		No. of Students Passed	No. of Students Failed	Enrolled
BU223	6	0	6	BU223	8	0	8	BU223	6	0	6
Total			6	Total			6	Total			6

Provide summary of Tables 2a, 2b & 2c including its trends analysis.

All students course completion of program course Fall (2018, 2019, 2020):

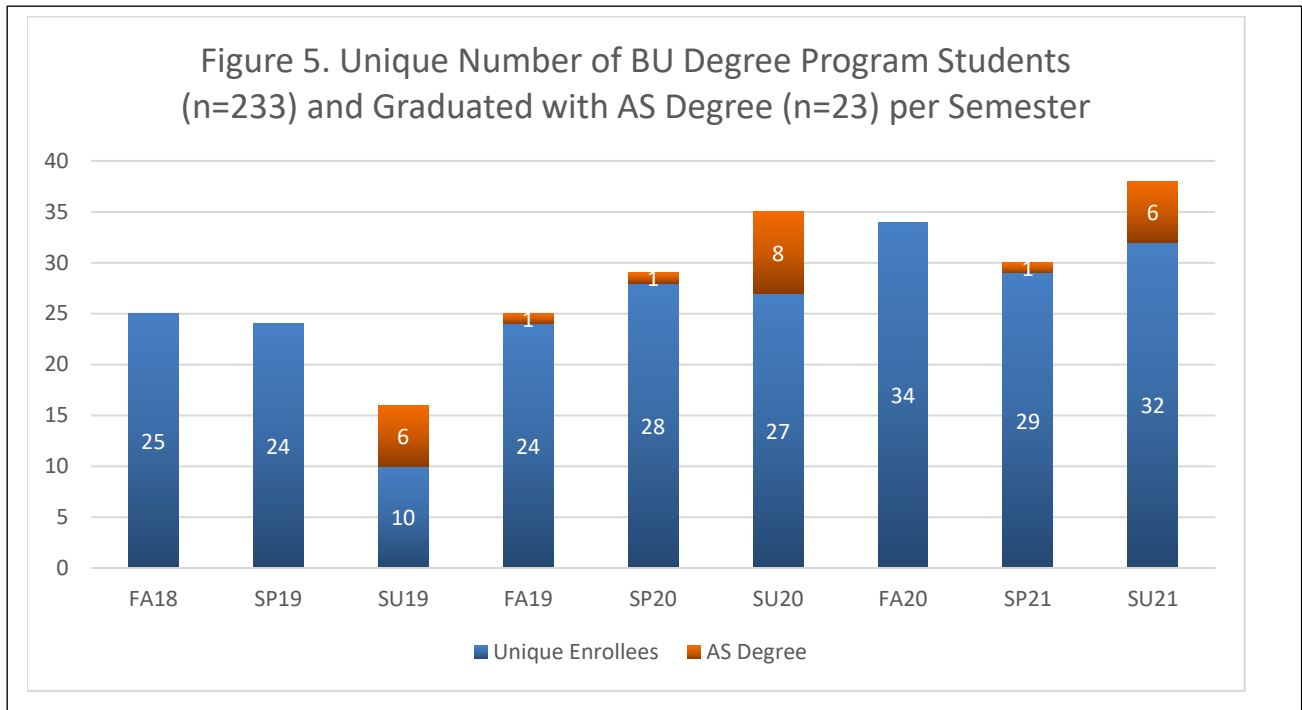
Table 2a shows the total number of enrolled students during Fall semester 2018 (n=43), 2019 (n=35) and 2020 (n=49). There is an increase of enrolled students in Fall 2020 by 40%. Noted in Fal 2019 is the high number of students who withdrew (n=7). Almost all students passed except one who failed in Fall 2018 that failed.

All students course completion of program course Spring (2019, 2020, 2021):

Table 2b reflects an increase trend in enrollment during Spring 2019 (n=68), 2020 (n=78) and 2021 (n=94). Almost all students passed except one student who failed in Spring 2021.

All students course completion of program course Summer (2019, 2020, 2021):

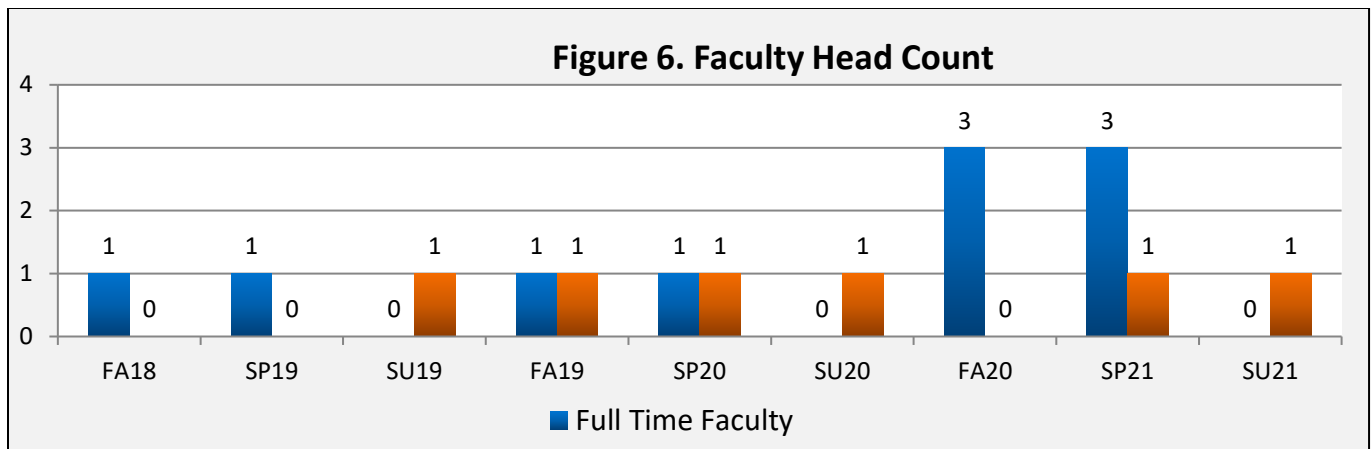
Students enrolled in this summer course are all graduating students. The data show a plateau of the number of enrolled students from 2019-2021.



Provide summary of Figure 3 including its trends analysis.

In total, there are 233 unique students enrolled in BU degree program at all levels. About 23 students graduated with BU degree from 2018 – 2020. The number of graduates in the Summer of 2019, 2020 and 2021 remains at 6, 8, and 6, respectively. In Fa 19, Sp 20 and Sp 21, BU program have produced solo graduates.

Overall, 23 students earned their AS Degree. This number of graduates is quite significant. That there are several graduates proved the quality of student selection, teaching curriculum, retention strategies, including an interesting course program, a supportive peer environment and a course curriculum that is responsive to the students’ needs. These interventions have greatly helped the students’ transition leading to a bachelor’s degree and hopefully find a job.



Provide summary of Figure 3 including its trends analysis.

Figure 6 shows a constant number of faculty teaching the course. Mostly, the challenge faced by the teacher is in adjusting the teaching methods to help the students understand, acquire the right attitude, and apply the correct skills. To find the right balance in teaching contents to encourage learning of students at different levels and phases of learning.

Through time the assigned teacher for the program course has developed a better way of applying and adjusting the course program outline. Having a solo teacher ensures consistency of lecture styles and ability to integrate concepts in the different courses. The number of full-time instructors teaching BU courses increase by 200% in 2020.

III. Student Learning and Curriculum

School Year	How many program courses are there? (refer to catalog or recent approval by CPC)	% of courses with Identified CLOs	List all revised program courses outlines or proposed new courses that received CPC approval within this review cycle	% of PLOs aligned with ILOs
Fall 2018 to Summer 2021	16	100%	None	100%

Provide Summary of Student Learning and Curriculum in the box below. Summary should include reasons for course revisions and course proposals. If any course and/or the degree or the certificate program went through the validity process, include the information here.

<p>There is a compelling need to re-visit/review the program course outline to make the program current and responsive and tailored to the needs of the students and the community at large. Some important questions to ask are the following:</p> <ol style="list-style-type: none"> 1. What do I want my students to learn, and how can I express my goals to them and make these goals clear to my colleagues and myself? (Problem goals and structure) 2. How should I arrange teaching and learning so that students have the greatest chance of learning what I want them to learn? (Teaching strategies) 3. How can I find out whether they have learned what I hoped they would learn? (Assessment) 4. How can I estimate the effectiveness of my teaching, and use the information I gather to improve it? (Evaluation) 5. How should the answers to 1-4 be applied to measuring and improving the quality of higher education? (Accountability and Educational Development)

IV. Course Assessment Data

Year 1: School Year Fall 2018 – Summer 2019

Semesters Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Fall 2018	BU158 Principles of Microeconomics	CLO 1 – PLO 2,3,4,5,6 – ILOs 1,3,4,5	CLO 1: 83.33% of the students assessed performed at the proficiency level -an increase by 14% from 2017.
		CLO 2 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 83.33% of the students assessed performed at the proficiency level -a decreased by 1.55% from 2017.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4,5	CLO 3: 71.43% of the students assessed performed at the proficiency level -a decreased by 28.57% from 2017.

		CLO 4 – PLO 1,4, – ILOs 1,2,3,4,5	CLO 4: 82% of the students assessed performed at the proficiency level -an increase by 1.47% from 2017.
		CLO 5 – PLO 3,4,6 – ILOs 1,2,3,4,5,6	CLO 5: 85.71% of the students assessed performed at the proficiency level -an increase by 11.4% from 2017.
	BA110 Introduction to Business	CLO 1 – PLO 2,3,4,6 – ILOs 1,2,3,4,5	CLO 1: 100% of the students assessed performed at the proficiency level.
		CLO 2 – PLO 2,3,4,6 – ILOs 1,2,3,4,5	CLO 2: 100% of the students assessed performed at the proficiency level.
		CLO 3 – PLO 1,2,3,4,5,6 ILOs 1,2,3,4,5	CLO 3: 100% of the students assessed performed at the proficiency level.
		CLO 4 – PLO 1,2,3,4,5,6 - ILOs 1,2,3,4,5	CLO4: 100% of the students assessed performed at the proficiency level.
	BA214 Introduction to Business Law	CLO 1 – PLO 1,2,3,4,5,6 – ILOs 1,2,3,4,5,6	CLO 1: 76.92% of the students assessed performed at the proficiency level -an increase by 5.7% from 2017.
		CLO 2 – PLO 2,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 100% of the students assessed performed at the proficiency level -no change from 2017.
		CLO 3 – PLO 1,2,4,6 – ILOs 1,2,3,4,5	CLO 3: 78.57% of the students assessed performed at the proficiency level -a decreased by 21.43% from 2017
		CLO 4 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 4: 96.43% of the students assessed performed at the proficiency level -a decreased by 3.57% cfrom 2017.
		CLO 5 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 5: 90% of the students assessed performed at the proficiency level -no change from 2017.

Semester Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Spring 2019	BU120 Business Management	CLO 1 – PLO 2,3,4 – ILOs 1,2,3,4,5	CLO 1: 100% of the students assessed performed at the proficiency level.
		CLO 2 – PLO 2,3,4 – ILOs 1,2,3,4,5	CLO 2: 100% of the students assessed performed at the proficiency level.
		CLO 3 – PLO 1,2,3 – ILOs 1,2,3,4,5	CLO 3: 100% of the students assessed performed at the proficiency level.
		CLO 4 – PLO 1,2,4,5 – ILOs 1,2,3,4,5	CLO4: 100% of the students assessed performed at the proficiency level.
		CLO 5 – PLO 1,2,4,5 – ILOs 1,2,3,4,5	CLO5: 100% of the students assessed performed at the proficiency level.
	BA220 Marketing	CLO 1 – PLO 1,2,3,4 – ILOs 1,2,3,4	CLO 1: 73% of the students assessed performed at the proficiency level.
		CLO 2 – PLO 1,2,4,5 – ILOs 1,2,3,4	CLO 2: 64% of the students assessed performed at the proficiency level.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4	CLO 3: 87% of the students assessed performed at the proficiency level.

		CLO 4 – PLO 1,2,4,5,6 – ILOs 1,2,3,4,6	CLO 4: 92% of the students assessed performed at the proficiency level.
		CLO 5 – PLO 1,2,3,4,5,6 – ILOs 1,2,3,4	CLO 5: 92% of the students assessed performed at the proficiency level -an increase by 11.4% from 2017.
	BA159 Principles of Macroeconomics	CLO 1 – PLO 4,5,6 – ILOs 1,3,4,5	CLO 1: 70% of the students assessed performed at the proficiency level -a decreased by 30% from 2018.
		CLO 2 – PLO 1,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 83.33% of the students assessed performed at the proficiency level -a decreased by 20% from 2018.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4,5	CLO 3: 71.36% of the students assessed performed at the proficiency level a decreased by 1.8% from 2018.
		CLO 4 – PLO 3,4,6 – ILOs 1,2,3,4,5	CLO4: 71.43% of the students assessed performed at the proficiency level a- decreased by 25% from 2018
CLO 5 – PLO 4,6 – ILOs 1,2,3,4,5	CLO5: 72.73% of the students assessed performed at the proficiency level -a decreased by 26.16% from 2018.		
	TH219 Human Resources Management	CLO 1 – PLO 1,2,4,5 – ILOs 1,2,4,5	CLO 1: 89.5% of the students assessed performed at the proficiency level -a decreased by 0.76% from 2018.
		CLO 2 – PLO 2,4,5,6 – ILOs 1,2,4,5	CLO 2: 92.31% of the students assessed performed at the proficiency level -a decreased by 7.69% from 2018.
		CLO 3 – PLO 2,3,4,5,6 – ILOs 1,2,4,5	CLO 3: 84.62% of the students assessed performed at the proficiency level -a decreased by 15.38% from 2018.
		CLO 4 – PLO 2,4,5,6 – ILOs 1,2,4,5	CLO 4: 100% of the students assessed performed at the proficiency level – no change from 2018.
		CLO 5 – PLO 1,2,4,5 – ILOs 1,2,4,5	CLO 5: 72.3% of the students assessed performed at the proficiency level -a decreased by 27.27% from 2018.
	BA213 Basic Business Finance	CLO 1 – PLO 2,4,6 – ILOs 1,3,4,5	CLO 1: 87.5% of the students assessed performed at the proficiency level -a decreased by 25% from 2018.
		CLO 2 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 2: 72.5% of the students assessed performed at the proficiency level a decreased by 1.36% from 2018.
		CLO 3 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 3: 85% of the students assessed performed at the proficiency level -a decreased by 1.57% from 2018.
		CLO 4 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 4: 86.3% of the students assessed performed at the proficiency level -an increase by 22.4% from 2018.
		CLO 5 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 5: 72.73% of the students assessed performed at the proficiency level -a decreased by 22.72% from 2018.

Semester Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Summer 2019	BU223 Internship	CLO 1 – PLO 1,2,3,4,5,6 - ILOs 1,2,3,4,5,6	CLO 1: 100% of the students assessed performed at the proficiency level.
		CLO 2 – PLO 1,2,3,4,5,6 - ILOs 1,2,3,4,5,6	CLO 2: 100% of the students assessed performed at the proficiency level.

Year 2: School Year Fall 2019 – Summer 2021

Semester Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Fall 2019	BU158 Principles of Microeconomics	CLO 1 – PLO 2,3,4,5,6 – ILOs 1,3,4,5	CLO 1: 71.43% of the students assessed performed at the proficiency level -a decreased by 14.2% from 2018.
		CLO 2 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 85.7% of the students assessed performed at the proficiency level -a decreased by 6.4% from 2018.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4,5	CLO 3: 100% of the students assessed performed at the proficiency level -no change from 2018.
		CLO 4 – PLO 1,4, – ILOs 1,2,3,4,5	CLO 4: 75% of the students assessed performed at the proficiency level -a decreased by 6.25% from 2018.
		CLO 5 – PLO 3,4,6 – ILOs 1,2,3,4,5,6	CLO 5: 100% of the students assessed performed at the proficiency level -an increase by 16.67% vfrom 2018.
	BU110 Introduction to Business	CLO 1 – PLO 2,3,4,6 – ILOs 1,2,3,4,5	CLO 1: 100% of the students assessed performed at the proficiency level.
		CLO 2 – PLO 2,3,4,6 – ILOs 1,2,3,4,5	CLO 2: 100% of the students assessed performed at the proficiency level.
		CLO 3 – PLO 1,2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 3: 100% of the students assessed performed at the proficiency level.
		CLO 4 – PLO 1,2,3,4,5,6 - ILOs 1,2,3,4,5	CLO4: 100% of the students assessed performed at the proficiency level.
	BA214 Introduction to Business Law	CLO 1 – PLO 1,2,3,4,5,6 ILOs 1,2,3,4,5,6	CLO 1: 72.73% of the students assessed performed at the proficiency level -a decreased by 5.44% from 2018.
		CLO 2 – PLO 2,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 70% of the students assessed performed at the proficiency level -a decreased by 30% from 2018.
		CLO 3 – PLO 1,2,4,6 – ILOs 1,2,3,4,5	CLO 3: 100% of the students assessed performed at the proficiency level -an increase by 27.27% from 2018.
		CLO 4 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 4: 77.78% of the students assessed performed at the proficiency level -a decreased by 16.23% from 2018.
		CLO 5 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 5: 100% of the students assessed performed at the proficiency level -no change from 2018.

Semester Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Spring 2020	BU120 Business Management	CLO 1 – PLO 2,3,4 – ILOs 1,2,3,4,5	CLO 1: 100% from 100%, the students assessed performed at the proficiency level.
		CLO 2 – PLO 2,3,4 – ILOs 1,2,3,4,5	CLO 2: 100% from 100%, the students assessed performed at the proficiency level.
		CLO 3 – PLO 1,2,3 – ILOs 1,2,3,4,5	CLO 3: 100% from 100%, the students assessed performed at the proficiency level.
		CLO 4 – PLO 1,2,4,5 – ILOs 1,2,3,4,5	CLO 4: 100% from 100%, the students assessed performed at the proficiency level.
		CLO 5 – PLO 1,2,4,5 – ILOs 1,2,3,4,5	CLO 5: 100% from 100%, the students assessed performed at the proficiency level.
	BA220 change to BU220 Marketing	CLO 1 – PLO 1,2,3,4 – ILOs 1,2,3,4	CLO 1: 83% from 73%, the students assessed performed at the proficiency level.
		CLO 2 – PLO 1,2,4,5 – ILOs 1,2,3,4	CLO 2: 50% from 64%, the students assessed performed at the proficiency level.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4	CLO 3: 100% from 87%, the students assessed performed at the proficiency level.
		CLO 4 – PLO 1,2,4,5,6 – ILOs 1,2,3,4,6	CLO 4: 100% from 92%, the students assessed performed at the proficiency level.
		CLO 5 – PLO 1,3,2,4,5,6 – ILOs 1,2,3,4	CLO 5: 100% from 92%, the students assessed performed at the proficiency level.
	BA159 Change to BU159 Principles of Macroeconomics (Hybrid)	CLO 1 – PLO 4,5,6 – ILOs 1,3,4,5	CLO 1: 93.75% of the students assessed performed at the proficiency level -an increase by 34% from 2019.
		CLO 2 – PLO 1,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 87.50% of the students assessed performed at the proficiency level -a decreased by 5.0% from 2019.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4,5	CLO 3: 84.56% of the students assessed performed at the proficiency level -an increase by 14.47% from 2019.
		CLO 4 – PLO 3,4,6 – ILOs 1,2,3,4,5	CLO 4: 87.50% of the students assessed performed at the proficiency level -an increase by 22.49% from 2019.
		CLO 5	Deleted- CPC approved
	TH219 change to BU219 Human Resources Management (Hybrid)	CLO 1 – PLO 1,2,4,5 – ILOs 1,2,4,5	CLO 1: 100% of the students assessed performed at the proficiency level -an increase by 10.87% from 2019.
		CLO 2 – PLO 2,4,5,6 – ILOs 1,2,4,5	CLO 2: 72.73% of the students assessed performed at the proficiency level -a decreased by 21.21% from 2019.
		CLO 3 – PLO 2,3,4,5,6 – ILOs 1,2,4,5	CLO 3: 81.82% of the students assessed performed at the proficiency level -an increase by 3.30% from 2019.
		CLO 4 – PLO 2,4,5,6 – ILOs 1,2,4,5	CLO 4: 100% of the students assessed performed at the proficiency level -no change from 2019.

		CLO 5 – PLO 1,2,4,5 – ILOs 1,2,4,5	CLO 5: 100% of the students assessed performed at the proficiency level -an increase by 37.49% from 2019.
	BA213 Change to BU213 Basic Business Finance (Hybrid)	CLO 1 – PLO 2,4,6 – ILOs 1,3,4,5	CLO 1: 87.50% of the students assessed performed at the proficiency level -an increase by 25% from 2019.
		CLO 2 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 2: 72.73% of the students assessed performed at the proficiency level -a decreased by 21.21% from 2019.
		CLO 3 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 3: 83.3% of the students assessed performed at the proficiency level -a decreased by 2.0% from 2019.
		CLO 4 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 4: 70% of the students assessed performed at the proficiency level -a decreased by 3.75% from 2019.
		CLO 5 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 5: 96% of the students assessed performed at the proficiency level -an increase by 32% from 2019.

Semester Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Summer 2020	BU 223 Internship	CLO 1 – PLO 1,2,3,4,5,6 - ILOs 1,2,3,4,5,6	CLO 1: 100% remain the same, no changes needed at this time
		CLO 2 – PLO 1,2,3,4,5,6 - ILOs 1,2,3,4,5,6	CLO 2: 100% remain the same, no changes needed at this time

Year 3: School Year Fall 2020 – Summer 2021

Semester Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Fall 2020	BU 158 Principles of Microeconomics	CLO 1 – PLO 2,3,4,5,6 – ILOs 1,3,4,5	CLO 1: 100% of the students assessed performed at the proficiency level -an increase by 16.67% from 2019.
		CLO 2 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 83.33% of the students assessed performed at the proficiency level -a decreased by 16.65% from 2019.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4,5	CLO 3: 80.0% of the students assessed performed at the proficiency level -a decreased by 20% from 2019.
		CLO 4 – PLO 1,4, – ILOs 1,2,3,4,5	CLO 4: 100% of the students assessed performed at the proficiency level -a decreased by 33.33% from 2019.
		CLO 5 – PLO 3,4,6 – ILOs 1,2,3,4,5,6	CLO 5: 83.33% of the students assessed performed at the proficiency level -a decreased by 16.67% from 2019.

	BU110 Introduction to Business	CLO 1 – PLO 2,3,4,6 – ILOs 1,2,3,4,5	CLO 1: 100% of the students assessed performed at the proficiency level.
		CLO 2 – PLO 2,3,4,6 – ILOs 1,2,3,4,5	CLO 2: 100% of the students assessed performed at the proficiency level.
		CLO 3 – PLO 1,2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 3: 100% of the students assessed performed at the proficiency level.
		CLO 4 – PLO 1,2,3,4,5,6 – ILOs 1,2,3,4,5	CLO4: 100% of the students assessed performed at the proficiency level.
	BA214 change to BU214 Introduction to Business Law	CLO 1 – PLO 1,2,3,4,5,6 – ILOs 1,2,3,4,5,6	CLO 1: 70% of the students assessed performed at the proficiency level -a decrease by 3.75% from 2019.
		CLO 2 – PLO 2,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 100% of the students assessed performed at the proficiency level -an increase by 42.85% from 2019.
		CLO 3 – PLO 1,2,4,6 – ILOs 1,2,3,4,5	CLO 3: 75% of the students assessed performed at the proficiency level -a decrease by 25% from 2019.
		CLO 4 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 4: 100% of the students assessed performed at the proficiency level -an increase by 28.56% from 2019.
		CLO 5 – PLO 2,3,4,5,6 – ILOs 1,2,3,4,5	CLO 5: 100% of the students assessed performed at the proficiency level -no change from 2019.

Semester Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Spring 2021	BU120 Business Management	CLO 1 – PLO 2,3,4 – ILOs 1,2,3,4,5	CLO 1: 100% of the students assessed performed at the proficiency level.
		CLO 2 – PLO 2,3,4 – ILOs 1,2,3,4,5	CLO 2: 100% of the students assessed performed at the proficiency level.
		CLO 3 – PLO 1,2,3 – ILOs 1,2,3,4,5	CLO 3: 100% of the students assessed performed at the proficiency level.
		CLO 4 – PLO 1,2,4,5 – ILOs 1,2,3,4,5	CLO4: 100% of the students assessed performed at the proficiency level.
		CLO 5 – PLO 1,2,4,5 – ILOs 1,2,3,4,5	CLO5: 100% of the students assessed performed at the proficiency level.
	BU220 Marketing	CLO 1 – PLO 1,2,3,4 – ILOs 1,2,3,4	The proficiency level decreased from 73% to 53% -performed below proficiency level.
		CLO 2 – PLO 1,2,4,5 – ILOs 1,2,3,4	The proficiency level decreased from 65% to 32% -performed below proficiency level.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4	The proficiency level increase from 87% to 89% - performed at the proficiency level.
		CLO 4 – PLO 1,2,4,5,6 – ILOs 1,2,3,4,6	The proficiency level increase from 92% to 100% -performed at the proficiency level.
		CLO 5 – PLO 1,3,2,4,5,6 – ILOs 1,2,3,4	The proficiency level increase from 92% to 100% - performed at the proficiency level.

	BU159 Principles of Macroeconomics	CLO 1 – PLO 4,5,6 – ILOs 1,3,4,5	CLO 1: 70% of the students assessed performed at the proficiency level -a decreased by 25.3% from 2020.
		CLO 2 – PLO 1,4,5,6 – ILOs 1,2,3,4,5	CLO 2: 100% of the students assessed performed at the proficiency level -an increase by 14.285% from 2020.
		CLO 3 – PLO 3,4,5,6 – ILOs 1,2,3,4,5	CLO 3: 70% of the students assessed performed at the proficiency level -a decreased by 6.66% from 2020.
		CLO 4 – PLO 3,4,6 – ILOs 1,2,3,4,5	CLO 4: 70% of the students assessed performed at the proficiency level -a decreased by 20% from 2020.
		CLO 5	Deleted -CPC approved
	BU219 Human Resources Management	CLO 1 – PLO 1,2,4,5 – ILOs 1,2,4,5	CLO 1: 100% of the students assessed performed at the proficiency level -no change from 2020.
		CLO 2 – PLO 2,4,5,6 – ILOs 1,2,4,5	CLO 2: 100% of the students assessed performed at the proficiency level -an increase by 37.49% from 2020.
		CLO 3 – PLO 2,3,4,5,6 – ILOs 1,2,4,5	CLO 3: 100% of the students assessed performed at the proficiency level -a decreased by 22.22% from 2020.
		CLO 4 – PLO 2,4,5,6 – ILOs 1,2,4,5	CLO 4: 75% of the students assessed performed at the proficiency level -an increase by 25% from 2020.
		CLO 5 – PLO 1,2,4,5 – ILOs 1,2,4,5	CLO 5: 100% of the students assessed performed at the proficiency level -no change from 2020.
	BU213 Basic Business Finance	CLO 1 – PLO 2,4,6 – ILOs 1,3,4,5	CLO 1: 100% of the students assessed performed at the proficiency level -no change from 2020.
		CLO 2 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 2: 100% of the students assessed performed at the proficiency level -an increase by 14.28% from 2020.
		CLO 3 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 3: 75% of the students assessed performed at the proficiency level -no change from 2020.
		CLO 4 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 4: 100% of the students assessed performed at the proficiency level -an increase by 42.85% from 2020.
		CLO 5 – PLO 2,3,4,6 – ILOs 1,2,3,5	CLO 5: 75% of the students assessed performed at the proficiency level -a decreased by 18.18% from 2020.

Semester Assessed	Course Assessed	CLO-PLO-ILO Mapping	Results of Assessments
Summer 2021	BU 223 Internship	CLO 1 – PLO 1,2,3,4,5,6 - ILOs 1,2,3,4,5,6	CLO 1: 100% from 100%
		CLO 2 – PLO 1,2,3,4,5,6 - ILOs 1,2,3,4,5,6	CLO 2: 100% from 100%

Figure 7. Assessment Results of BU Courses around the CLOs and Per Year

Course Code	Year 1: Fall 2018 – Summer 2019	Year 2: Fall 2019 – Summer 2021	Year 3: Fall 2020 – Summer 2021
	Average	Average	Average
BU110	100.00%	100.00%	100.00%
BU120	100.00%	100.00%	100.00%
BU158	81.06%	86.09% ↑	88.77% ↑
BU159	74.28%	88.00% ↑	78.57% ↓
BU213	80.45%	81.61% ↑	89.47% ↑
BU214	87.83%	83.55% ↓	88.33% ↑
BU219	87.60%	90.48% ↑	95.24% ↑
BU220	82.96%	88.35% ↑	78.09% ↓
BU223	100.00%	100.00%	100.00%
Average	87.86%	90.33% ↑	90.60% ↑

Provide Summary of Course Assessment Data with analysis results in the box below. Summary should include how assessment results have led to improvement of course and program learning outcomes, student learning and student achievement.

Summary of Course Assessment:

Figure 7 shows the course learning outcomes (CLO) average percentages by course and by year. Overall year averages have improved from 87.86% in Year 1 to 90.33% in Year 2 and 90.6% in Year 3.

Courses BU110, BU120, and BU223 have consistent 100% score on the course learning outcomes in the three-year review.

BU158 learning outcome average have steadily improved from Year 1 to Year 3 (81.06% in Y1, 86.09% in Y2 and 88.77% in Y3).

BU159 CLO average increased in Y2 (88%) from 74.28% in Y1 and decreased to 78.57% in Y3. BU213 learning outcome average have steadily improved from Year 1 to Year 3 (80.45% in Y1, 81.61% in Y2 and 89.47% in Y3).

BU214 CLO decreased in Y2 (83.55%) from 87.83% in Y1 and recovered to 88.33% in Y3.

CLO averages of BU219 have steadily improved in the three-year review (87.6% in Y1; 90.48% in Y2; 95.24% in Y3). CLO average of BU220 increased in Y2 (88.35%) from 82.96% in Y1 and decreased to 78.09% in Y3.

Steady increase averages are seen in BU158, BU213, and BU219. Though the averages of BU159 and BU220 have declined in Y3 compared to Y2, these Y3 averages improve from Y1. Also, the Y3 average of BU214 have improved from Y1 after its decline in Y2.

Action Plans for improvement of course and program learning outcome, student learning and student achievement:

1. The signature assignments proved an effective approach for in-depth understanding on the principles and applications of the course. This should be continued and further enhanced. Additionally, there is a need to review the CLO on a regular basis. Like having variations in the type of test, measurement or rubrics that is tailor fitted to the students. This will generate interest among the students to actively participate.
2. Simplifying the course and adopting supplemental projects and reports were observed to increase class participation and retention. There is a need to continue this method, but also conduct an internal evaluation to see the impact of this approach.
3. Incorporating attendance of students in overall assessment encourages students the attend classes. It is compelling to retain this strategy to keep students on track.
4. Further strengthen the teaching-and-learning strategies to continue adopting a problem-based approach to learning, and exploring blended modalities like workshop, mentoring, and self-learning Continue the strategy on participatory class problem solving exercises ensure group learning and support. Thus, it is necessary to adopt this methodology.
5. It will be helpful to run a quick focus group discussion to determine the reasons of withdrawing from the course and must be documented to guide in developing interventions to improve screening and retention of students.

V. Program Learning Outcomes (PLOs) Assessment

Year Assessed	PLO Assessed	Proficiency Levels	Results of Assessments
S. Y. Fall 2018- Summer 2019	PLO 1	BU 158 - CLO 4 – 82% BU 110 – CLO 3,4 - 100% BU 214 - CLO 1,3 – 77.75% BU 120 – CLO 3,4,5 – 100% BU 220 – CLO 1,2,4,5 – 80.25% BU 159 – CLO 2 – 83.33% BU 219 – CLO 1,5 – 80.9% BU 213 – CLO - BU 223 – CLO 1,2 100%	88.45% of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data.
	PLO 2	BU 158 - CLO 1,2 - 83.33% BU 110 – CLO 1,2,3,4 – 100% BU 214 - CLO 1,2,3,4,5 - 88.38% BU 120 – CLO 1,2,3,4,5 – 100% BU 220 – CLO 1,2,4,5 – 80.25% BU 159 – CLO 2 – BU 219 – CLO 1,2,3,4,5 – 87.75% BU 213 – CLO 1,2,3,4,5 – 80.81% BU 223 – CLO 1,2 100%	89.76 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 3	BU 158 - CLO 1,2,3,5 - 85.71% BU 110 – CLO 1,2,3,4 – 100% BU 214 - CLO 1,4,5 - 87.78%	87.81% of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business

		BU 120 – CLO 1,2,3 – 100% BU 220 – CLO 1,3,5 – 84% BU 159 – CLO 3,4 – 71.40% BU 219 – CLO 3 – 84.62% BU 213 – CLO 2,3,4,5 – 79.13% BU 223 – CLO 1,2 100 %	Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 4	BU 158 - CLO 1,2,3,4,5 - 81.16% BU 110 – CLO 1,2,3,4, - 100.00% BU 214 - CLO 1,4,5 - 88.38% BU 120 – CLO 1,2,4,5– 100.00% BU 220 – CLO 1,3,5 – 81.60% BU 159 – CLO 1,2,3,4,5 –73.77% BU 219 – CLO 1,2,3,4,5 - 87.75% BU 213 – CLO 1,2,3,4,5 – 80.81% BU 223 – CLO 1,2- 100%	86.68 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 5	BU 158 - CLO 1,2,3, - 79.36% BU 110 – CLO 3,4 – 100% BU 214 - CLO 1,2,4,5 - 90.84% BU 120 – CLO 4,5 – 100% BU 220 – CLO 2,3,4,5 – 83.75% BU 159 – CLO 1,2,3, – 75% BU 219 – CLO 1,2,3,4,5 – 87.75% BU 213 – CLO 2,3,4,5 – BU 223 – CLO 1,2- 100%	88.46 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 6	BU 158 - CLO 1,2,3,5 - 81% BU 110 – CLO 1,2,3,4 – 100% BU 214 - CLO 1,2,3,4,5 - 88.38% BU 120 – CLO 1,2,3 – BU 220 – CLO 3,4,5 – 90.33% BU 159 – CLO 1,2,3,4,5 –73.77% BU 219 – CLO 2,3 4 – 92.31% BU 213 – CLO 1,2,3,4,5 –80.81% BU 223 – CLO 1,2- 100%	86.66 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
S.Y. Fall 2019 – Summer 2020	PLO 1	BU 158 - CLO 4 – 75% BU 110 – CLO 3,4 - 100% BU 214 - CLO 1,3 – 86.37% BU 120 – CLO 3,4,5 – 100% BU 220 – CLO 1,2,4,5 – 83.25% BU 159 – CLO 2 – 87.50% BU 219 – CLO 1,5 – 100% BU 213 – CLO - BU 223 – CLO 1,2 100%	92.25 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 2	BU 158 - CLO 1,2 - 78.57% BU 110 – CLO 1,2,3,4 – 100% BU 214 - CLO 1,2,3,4,5 - 84.10% BU 120 – CLO 1,2,3,4,5 – 100% BU 220 – CLO 1,2,4,5 – 83.25% BU 159 – CLO 2 –	89.84 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make

		BU 219 – CLO 1,2,3,4,5 – 91% BU 213 – CLO 1,2,3,4,5 – 82% BU 223 – CLO 1,2 100%	any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 3	BU 158 - CLO 1,2,3,5 - 89.28% BU 110 – CLO 1,2,3,4 – 100% BU 214 - CLO 1,4,5 - 83.50% BU 120 – CLO 1,2,3 – 100% BU 220 – CLO 1,3,5 – 94.33% BU 159 – CLO 3,4 – 86.03% BU 219 – CLO 3 – 81.82% BU 213 – CLO 2,3,4,5 – 80.51% BU 223 – CLO 1,2 100 %	91.02 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 4	BU 158 - CLO 1,2,3,4,5 - 86.43% BU 110 – CLO 1,2,3,4, - 100.00% BU 214 - CLO 1,4,5 - 84.10% BU 120 – CLO 1,2,3 – 100.00% BU 220 – CLO 1,3,5 – 86.60% BU 159 – CLO 1,2,3,4,5 – 88.33% BU 219 – CLO 1,2,3,4,5 - 90.91% BU 213 – CLO 1,2,3,4,5 – 81.91% BU 223 – CLO 1,2- 100%	89.82% of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 5	BU 158 - CLO 1,2,3, - 85.71% BU 110 – CLO 3,4 – 100% BU 214 - CLO 1,2,4,5 - 80.13% BU 120 – CLO 4,5 – 100% BU 220 – CLO 2,3,4,5 – 87.50% BU 159 – CLO 1,2,3, – 88.60% BU 219 – CLO 1,2,3,4,5 – 90.91% BU 213 – CLO 2,3,4,5 – BU 223 – CLO 1,2- 100%	90.31 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 6	BU 158 - CLO 1,2,3,5 - 89.28% BU 110 – CLO 1,2,3,4 – 100% BU 214 - CLO 1,2,3,4,5 - 84.10% BU 120 – CLO 1,2,3 – BU 220 – CLO 3,4,5 – 100% BU 159 – CLO 1,2,3,4,5- 88.33% BU 219 – CLO 2,3 4 – 84.85% BU 213 – CLO 1,2,3,4,5 – 81.91% BU 223 – CLO 1,2- 100%	89.83 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
S.Y. Fall 2020 – Summer 2021	PLO 1	BU 158 - CLO 4 – 100% BU 110 – CLO 3,4 - 100% BU 214 - CLO 1,3 – 72.50% BU 120 – CLO 3,4,5 – 100% BU 220 – CLO 1,2,4,5 – 71.25% BU 159 – CLO 2 – 100% BU 219 – CLO 1,5 – 100% BU 213 – CLO - BU 223 – CLO 1,2 100%	90.00 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and

			implementation will continue to be based on course assessment results and data
	PLO 2	BU 158 - CLO 1,2 - 91.67% BU 110 - CLO 1,2,3,4 - 100% BU 214 - CLO 1,2,3,4,5 - 89.00% BU 120 - CLO 1,2,3,4,5 - 100% BU 220 - CLO 1,2,4,5 - 71.25% BU 159 - CLO 2 - BU 219 - CLO 1,2,3,4,5 - 95% BU 213 - CLO 1,2,3,4,5 - 90% BU 223 - CLO 1,2 100%	91.82 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 3	BU 158 - CLO 1,2,3,5 - 86.67% BU 110 - CLO 1,2,3,4 - 100% BU 214 - CLO 1,4,5 - 90% BU 120 - CLO 1,2,3 - 100% BU 220 - CLO 1,3,5 - 80.67% BU 159 - CLO 3,4 - 70% BU 219 - CLO 3 - 100% BU 213 - CLO 2,3,4,5 - 87.50% BU 223 - CLO 1,2 100 %	90.33 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 4	BU 158 - CLO 1,2,3,4,5 - 89.33% BU 110 - CLO 1,2,3,4, - 100.00% BU 214 - CLO 1,4,5 - 89.00% BU 120 - CLO 1,2,4,5 - 100.00% BU 220 - CLO 1,2,3,4,5 - 74.80% BU 159 - CLO 1,2,3,4,5 - 77.50% BU 219 - CLO 1,2,3,4,5 - 95.00% BU 213 - CLO 1,2,3,4,5 - 90.00% BU223 - CLO 1,2 - 100%	89.76 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 5	BU 158 - CLO 1,2,3, - 87.78% BU 110 - CLO 3,4 - 100% BU 214 - CLO 1,2,4,5 - 92.50% BU 120 - CLO 4,5 - 100% BU 220 - CLO 2,3,4,5 - 80.25% BU 159 - CLO 1,2,3, - 80.00% BU 219 - CLO 1,2,3,4,5 - 95.00% BU 213 - CLO 2,3,4,5 - BU 223 - CLO 1,2- 100%	91.13 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data
	PLO 6	BU 158 - CLO 1,2,3,5 - 86.67% BU 110 - CLO 1,2,3,4 - 100% BU 214 - CLO 1,2,3,4,5 - 89.00% BU 120 - CLO 1,2,3 - BU 220 - CLO 3,4,5 - 96.33% BU 159 - CLO 1,2,3,4,5 - 77.50% BU 219 - CLO 2,3 4 - 91.67% BU 213 - CLO 1,2,3,4,5 - 90.00% BU 223 - CLO 1,2- 100%	90.52 % of the students assessed performed at the proficiency level. The expected outcome of 70% was met. Business Administration program will continue to offer program courses as they are, continue to assess the program courses, and will make any changes when need arise. Changes and implementation will continue to be based on course assessment results and data

Program Learning Outcomes Assessment Results

Year Assessed	PLO Assessed	Proficiency Levels	Results of Assessments
S.Y. Fall 2018- Summer 2019	BU PLO 1	88.45%	Assessment result of students performed was all above proficiency level, the result shows a positive impact towards learning. The program will still continue to assess program courses and will make necessary changes when need arises for improvements.
	BU PLO 2	89.76%	
	BU PLO 3	87.81%	
	BU PLO 4	86.68 %	
	BU PLO 5	88.46 %	
	BU PLO 6	86.66 %	
S.Y. Fall 2019 – Summer 2020	BU PLO 1	92.25 %	Assessment result of students performed was all above proficiency level, the result shows a positive impact towards learning. The program will still continue to assess program courses and will make necessary changes when need arises for improvements
	BU PLO 2	89.84 %	
	BU PLO 3	91.02%	
	BU PLO 4	89.82%	
	BU PLO 5	90.31 %	
	BU PLO 6	89.83 %	
S.Y. Fall 2020 – Summer 2021	BU PLO 1	90.00%	Assessment result of students performed was all above proficiency level, the result shows a positive impact towards learning. The program will still continue to assess program courses and will make necessary changes when need arises for improvements
	BU PLO 2	91.82 %	
	BU PLO 3	90.33 %	
	BU PLO 4	89.76 %	
	BU PLO 5	91.13 %	
	BU PLO 6	90.52 %	

Provide Summary of Program Learning Outcomes Assessments and analysis results in the box below. Summary should include analysis of this cycle with previous cycles; how assessment results have led to major decisions made to support the improvement of program's student learning and student achievement.

Results of the program learning outcome from Fall 2018 – Summer 2021 has a positive impact on students' performance, these results show its relevance towards students' academic interest and performance. Each result gives instructor an opportunity to improve program courses to encourage more students to learn and face challenges, like the COVID 19 pandemic that created a huge impact to students, classroom instruction are change from traditional to Hybrid on line lecture. Previous assessment also reached the proficiency level; Hence, this year assessment has a significant increase in terms of its results, and this would imply that the program initiatives are effective in terms of developing the program courses.

VI. Evaluation of Previous Program Review Action Plan(s)

Indicate the status of the previous program review action plans below. (Include all previous action plans.)
Indicate the cycle and years of the previous program review.

Cycle: 5		Years: Fall 2018 – Summer 2021
Action Plan Activity/Objectives	Status Complete/Ongoing/ Incomplete	Updates of Action Plan/s (Report action plan individually.)
= Invitation of local speakers, who has the knowledge on business local settings, to enable students learn more new knowledge and keep motivated with a new learning environment	= Ongoing	= no updates yet at this time, this activity needs an ample time of preparation. One major challenge is the time and availability of guest speakers. = we can explore the possibility of a mentoring process, were a pool of mentors will be created base on their knowledge, skills and experience; and match the students' needs to the mentor skills.
= To offer more Business Administration Courses = Merge BA Course Identification to include BU code.	= Completed	= Underscored in the discussion the need to change some of the Business Accounting department course identification code (BA) will be change to Business Administration (BU) code.
= Create possible local business sponsorship of scholarships for business administration students	= Ongoing	= Still looking for generous and dedicated business owners' benefactor. Discussion on possible academic qualifications for students is necessary. Preparations and crafting of proposals is also important.
= Instructors to Attend more On and Off Island Training in the Field	= Ongoing	= We are looking forward to better trainings and possible submission of proposals for sponsorship or funding.
Aligning of course identification to include BU code	= Completed	= BA and TH course code that are important for BU course program are now change to BU code.
Improvement updates of CLOs together with the PLOs	= Completed /Ongoing	= Mapping was updated, CLO's are constantly been check every semester.
Continue Instructors to Attend more On and Off Island Training in the Field	= Completed	= Online/Hybrid training using Moodle platform

Provide Summary of the Evaluation of Previous Program Review Action Plans and analysis results in the box below. Summary should include what measurable outcomes were achieved due to the actions completed; were the completed action plans led to improvement of student learning and student achievement; and provide detailed explanation of action plans that are ongoing and plans that are incomplete.

Thus far, there have been no significant steps taken to address the action plan considering the change in the chair of the program since August, 2017. In the future, the results and recommendations of the evaluation should have been one of the major discussions in the handover of responsibilities to ensure continuity.

VII. Action Plans

Based on this program review results, describe the program action plan for the next three (3) academic years. Include necessary resources.

Action Plan Activity/Objectives	How will this action plan improve student learning outcomes? (CLO, PLO, ILO)	Needed Resources (if any)	Timeline
Continue improvements in the CLOs together with the PLOs	This will allow program course aligned to learning objectives and maintain program standards and alongside this will encourage students to do more efforts for it is tailored to their interest and needs.		Fall 2022 - Continue
Continue re-visit program course outlines	To have course updated and able to change possible inconsistencies and be able to emphasize the basic core of the course and have the chance to improve its objectives. This would also help connecting the concepts to practical and local settings.		Fall 2023 - Ongoing
Continue instructors to Attend more On and Off Island Training in the Field	Through attending development seminars, this would help capacitate instructors to do better in achieving its goals towards the CLO, PLO and ILO through application of the new learned knowledge and techniques to students and also help reecho to coworkers at the same time.		
Logical sequencing of BU 158 that it be made as a prerequisite as an entry level to BA 159.	This is to allow BU students to have a better understanding of Macroeconomics as they have already the grasp of economics theories from Microeconomics.		Fall 2022

Continue improvements in cleaning and validation of student databases for consistency and reliability.	To allow consistency of the analysis		Before the next program review cycle
Initiate course program orientation to BU students and follow through to regularly check their course syllabus. This will avoid confusions and improve students' planning of their program.	Students will understand more their course and avoid academic delays.		
Conduct a quick focus group discussion to determine the reasons of withdrawing from the course and must be documented to guide in developing interventions to improve screening and retention of students.	The results may potentially improve on student selection, course orientation, teaching skills, and additional income to the school.		

Provide Summary of Action Plans in the box below. Summary should include program major strengths; program needs and any recommendations for improvements based on assessment results, data and/or other college major plans. The summary needs to indicate overall program needs that may require financial support from the institution.

By taking the opportunities of the program instructors of their expertise it is also important to take actions of the suggested action plans.

VIII. Resource Requests

Itemize resource request below to include resource requests that will support action plans and are data-driven (e.g. program enrollment, course needs, student needs). This section should provide a clear representation of the program’s annual budget request.

Type of Resource	Detailed Description	Estimated Amount Requested	Justification
Personnel			
Facilities	Cabinets and Padlocks		BU rooms, like rm. 69, should also have cabinets for the instructor’s materials, books and equipment’s, Padlocks are also necessary for safe keeping.
Equipment	Projector		Exclusive used for BU program or instructor. Bringing of signed out projector from the academic affairs office every day to classroom is very time consuming and energy draining.
Supplies	Basic teaching supplies		Use for instructors regular activities
Software			Adobe, License Microsoft.
Training	BU related seminars		Instructor’s professional development to maintain quality standards of the program courses.
Other			
Total			

Provide Summary of Resource Request in the box below. Summary should connect the resources requested to course, program and institutional learning outcomes assessment results and/or any other college major plans.

No major request at this time