Program Outcomes Assessment Follow-Up 2023-2024 Program Outcome (PO) Year End Reporting Form

In response to SACSCOC 8.2, "The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results ..."

Name of Program: Business Administration

Outcome #1: Enrollment (unduplicated)

Action Items from 2022-23 Program Outcome Year-End Report:

Item #	Action Items: (Action item identified in the	Results / Use of Results: (Provide results of the action
	2022-23 program outcome year-end	item identified. Was the action item successful? If not,
	report.)	did you want to continue this action item going
		forward? If so, please include this action item in the
		2024-2025 action items table below.)
1	Maintain the current levels of enrollment.	The faculty in the Business Administration Department
	(Assessed by: The current levels of	will continue utilizing the same methods we have been
	enrollment are sustainable for the service	in past years concerning student enrollment. These
	area. Current practices will remain in	practices involve actively pursuing recruiting
	place. Enrollment numbers will be	opportunities, focused advising and reaching out to
	continuously monitored.)	students who have applied and are eligible to register
		for the current semester.

Baseline: 211 # (*Average of total enrollment for the last three years – 2018-19; 2019-20; 2020-21*)

Standard: 212 # Target: 213 #

Program Enrollment

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Program Enrollment (unduplicated)	Program Enrollment (unduplicated)					
Academic Year (Fall, Spring, Summer)	Enrollment					
2020-2021	191					
2021-2022	209					
2022-2023	238					

All Levels

Enrollment by Ethnicity, Gender, and Age

Ethnicity & Gender Table

	2020-20	21	2021	-2022	2022-	-2023
Ethnicity & Gender	N	%	N	%	N	%
African American, Female	41	21.5%	44	21.1%	58	24.4%
American Indian/Alaskan Native,						
Female	1	0.5%	2	1.0%	0	0.0%
Asian, Female	2	1.0%	0	0.0%	0	0.0%
Caucasian, Female	55	28.8%	47	22.5%	63	26.5%
Hawaiian/Other Pacific Islander,						
Female	0	0.0%	1	0.5%	1	0.4%
Hispanic/Latino, Female	21	11.0%	23	11.0%	35	14.7%
Two or More Races, Female	6	3.1%	6	2.9%	3	1.3%
Unknown, Female	2	1.0%	2	1.0%	1	0.4%
Female Total	128	67.0%	125	59.8%	161	67.6%
African American, Male	19	9.9%	28	13.4%	31	13.0%
American Indian/Alaskan Native,						
Male	0	0.0%	1	0.5%	0	0.0%
Asian, Male	1	0.5%	1	0.5%	0	0.0%
Caucasian, Male	28	14.7%	39	18.7%	37	15.5%
Hawaiian/Other Pacific Islander,						
Male	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, Male	10	5.2%	13	6.2%	7	2.9%
Two or More Races, Male	3	1.6%	2	1.0%	1	0.4%
Unknown, Male	2	1.0%	0	0.0%	1	0.4%
Male Total	63	33.0%	84	40.2%	77	32.4%
Total	191	100.0%	209	100.0%	238	100.0%

Ethnicity & Age Range Table

Ethnicity & Age Range							
Aftican American, Under the age of 18 American Indian/Alaskan Native, Under the age of 18 American Indian/Alaskan Native, Under the age of 18 O Caucasian, Under the age of 18 Caucas		2020-20					-2023
18		N	%	N	%	N	%
Under the age of 18 Asian, Under the age of 18 Caucasian, Under the age of 18 Hawaiian/Other Pacific Islander, Under the age of 18 Hispanic/Latino, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, Under the age of 18 Two or More Races, 18-24 Alfican American, 25-44 American Indian/Alaskan Native, 18-24 Asian, 18-24 Two or More Races, 18-24 Inknown, 18-25 Inknown, 18-26 Inknown, 18-26 Inknown, 18-27 Inknown, 18-28 Inknown, 18-28 Inknown, 18-29 I	18	5	2.6%	6	2.9%	8	3.4%
Asian, Under the age of 18 Caucasian, Under the age of 18 Rawaiian/Other Pacific Islander, Under the age of 18 Rawaiian/Other Pacific Islander, Under the age of 18 Rayaiian/Other Pacific Islander, 45-64 Rayaiian/Other Pacific Islander, 45-64 Rayaiian/Other Pacific Islander, 45-64 Rayaiian, Under the age of 18 Rayaiian, Under	· ·	0	0.00/	_	0.0%	0	0.0%
Caucasian, Under the age of 18 Hawaiian/Other Pacific Islander, Under the age of 18 Hispanic/Latino, Under the age of 18 Hispanic/Latino, 18-24 Hispanic/Latino, 18-24 Unknown, 18-24 Unknown, 18-24 Unknown, 18-24 Hispanic/Latino, 25-44 American Indian/Alaskan Native, 18-24 Affician American, 25-44 American Indian/Alaskan Native, 20 Asian, 25-44 Asian, 25-	l			_			
Hawaiian/Other Pacific Islander, Under the age of 18	"			_			
Hispanic/Latino, Under the age of 18	Hawaiian/Other Pacific Islander,						5.5.1
Two or More Races, Under the age of 18 1 0.5% 1 0.5% 1 0.5% 1 0.4% Unknown, Under the age of 18 0 0.0% 0 0.0% 0 0.0% Under the age of 18 Total 15 7.9% 15 7.2% 25 10.5% African American, 18-24 African American, 18-24 Assian, 18-24 0 0.0% 0 0.0% 0 0.0% 0 0.0% Assian, 18-24 2 1.0% 1 0.5% 0 0.0% Assian, 18-24 3 18.3% 44 21.1% 55 23.1% Hawaiian/Other Pacific Islander, 18-24 18 9.4% 19 9.1% 28 11.8% Two or More Races, 18-24 6 3.1% 5 2.4% 1 0.4% African American, 18-24 6 3.1% 5 2.4% 1 0.4% African American, 18-24 1 0.5% 2 1.0% 0 0.0% Asian, 25-44 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.0% African American, 45-64 0 0.0% 1 0.5% 1 0.4% Asian, 45-64 0 0.0% 1 0.5% 1 0.4% Asian, 45-64 0 0.0% 0 0.0% 0 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.5% African American, 45-64 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 0 0.0% 0 0.0% 0 0.0% Asian, 45-64 0 0.0% 0 0.0% 0 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.5% African American, 45-64 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 0 0.0% 0 0.0% 0 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.5% African American, 65+ 0 0.0% 0 0.0% 0 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.5% African American, 65+ 0 0.0% 0 0.0% 0 0.0% Asian,	Hispanic/Latino, Under the age of	-					
Unknown, Under the age of 18	Two or More Races, Under the age	1	0.5%	4	1.9%	7	2.9%
Under the age of 18 Total		-	0.5%	1	0.5%	-	0.4%
Affican American, 18-24 American Indian/Alaskan Native, 18-24	· ·	_			_		_
American Indian/Alaskan Native, 18-24		-				-	
Asian, 18-24 As	American Indian/Alaskan Native,		14.7%	32	15.3%	40	
Caucasian, 18-24 Hawaiian/Other Pacific Islander, 18-24 Hawaiian/Other Pacific Islander, 18-24 Hispanic/Latino, 45-64 Hispanic/Latino, 65+ American, 18-24 Hover More Races, 18-24 Double Hispanic/Latino, 65+ Hawaiian/Other Pacific Islander, 45-64 Hispanic/Latino, 65+ Two or More Races, 65+ Unknown, 45-64 Hawaiian/Other Pacific Islander, 45-64 Hispanic/Latino, 65+ Two or More Races, 65+ Unknown, 45-64 Hawaiian/Other Pacific Islander, 45-64 Hawaiian/Other Pacific Islander, 45-64 Hispanic/Latino, 65+ Two or More Races, 65+ Unknown, 65+ Two or More Races, 65+ Unknown, 65+ Unknown, 65+ Unknown, 65+ Towo or More Races, 65+ Unknown,				_			
Hawaiian/Other Pacific Islander, 18-24 10 0 0.0% 1 0.5% 1 0.4% Hispanic/Latlino, 18-24 18 9.4% 19 9.1% 28 11.8% Two or More Races, 18-24 6 3.1% 5 2.4% 1 0.4% Unknown, 18-24 18-24 Total 92 48.2% 103 49.3% 126 52.9% Affican American, 25-44 1 0.5% 2 10.0% 0 0.0% Asian, 25-44 1 0.5% 2 1.0% 0 0.0% Asian, 25-44 1 0.5% 1 1.2.6% Hispanic/Latino, 25-44 1 1 5.8% 12 5.7% 6 2.5% Unknown, 25-44 2 1.0% 2 1.0% 2 0.8% Unknown, 25-44 2 1.0% 2 1.0% 2 0.8% Unknown, 25-44 1 1 5.8% 12 5.7% 6 2.5% Affican American, 45-64 1 0.0% 1 0.5% 1 0.4% Affican American, 45-64 6 3.1% 7 3.3% 10 4.2% Affican American, 45-64 0 0.0% 1 0.5% 0 0.0% Asian, 45-64 0 0.0% 1 0.5% 0 0.0% Asian, 45-64 1 0.5% 0 0.0% 0 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 1 0.5% 0 0.0% 0 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 1 0.5% 0 0.0% 0 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.0% Asian, 45-64 1 0.5% 0 0.0% 0 0.0% Asian, 45-64 1 0.5% 1 0.5% 1 0.0% Affican American, 65-4 1 0.5% 0 0.0% 0 0.0% Asian, 65-64 0 0.0% 0 0.0	· '		_	•			
24	·	35	18.3%	44	21.1%	55	23.1%
Two or More Races, 18-24 Unknown, 18-24 18-24 Total 19-25	•	0	0.0%	1	0.5%	1	0.4%
Unknown, 18-24	Hispanic/Latino, 18-24	18	9.4%	19	9.1%	28	11.8%
18-24 Total 92	Two or More Races, 18-24	6	3.1%	5	2.4%	1	0.4%
African American, 25-44 American Indian/Alaskan Native, 25-44 1 0.5% 2 1.0% 0 0.0% Asian, 25-44 1 0.5% 0 0.0% 0 0.0% Caucasian, 25-44 1 16.2% 30 14.4% 30 12.6% Hawaiian/Other Pacific Islander, 25-44 Two or More Races, 45-64 Hawaiian/Other Pacific Islander, 45-65 Hawaiian/Other Pacific Islander, 45-66 Hawaiian/Other Pacific Islander, 45-66 Hawaiian/Other Pacific Islander, 45-66 Hawaiian/Other Pacific Islander, 45-66 Hawaiian/Other Pacific Islander, 45-67 Hawaiian/Other Pacific Islander, 45-69 Hawaiian/Other Pacific Islan	Unknown, 18-24	3	1.6%	1	0.5%	1	0.4%
American Indian/Alaskan Native, 25-44 25-44 1 0.5% 2 1.0% 0 0.0% Asian, 25-44 1 0.5% 0 0.0% 0 0.0% Asian, 25-44 1 10.5% 0 0.0% 0 0.0% Asian, 25-44 1 16.2% 30 14.4% 30 12.6% Hawaiian/Other Pacific Islander, 25-44 Hawaiian/Other Pacific Islander, 25-44 111 5.8% 12 5.7% 6 2.5% Two or More Races, 25-44 2 1.0% 2 1.0% 2 0.8% Unknown, 25-44 111 5.8% 12 5.7% 6 2.5% Two or More Races, 25-44 2 1.0% 2 1.0% 2 0.8% Unknown, 25-44 10 0.0% 1 0.5% 1 0.4% 25-44 Total 66 34.6% 73 34.9% 70 29.4% African American, 45-64 American Indian/Alaskan Native, 45-64 American Indian/Alaskan Native, 45-64 Hawaiian/Other Pacific Islander, 45-64 Hawaiian/Other Pacific Islander, 45-64 Two or More Races, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 45-64 1 0.5% 1 0.5% 1 0.4% African American, 65-4 Are 0 0.0% 0 0.0% 0 0.0% Unknown, 45-64 1 0.5% 1 0.5% 1 0.4% African American, 65-4 American Indian/Alaskan Native, 65-4 American Indian/Alaskan Native, 65-4 Asian, 65-4 0 0.0%	18-24 Total	92	48.2%	103	49.3%	126	52.9%
Asian, 25-44 1 0.5% 0 0.0% 0 0.0% 1 2.6% Hawaiian/Other Pacific Islander, 25-44 11 5.8% 12 5.7% 6 2.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.0% 1 0.0% 1 0.0% 1 0.0% 1 0.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.0% 1 0.0% 1 0.5% 1 0.0% 1 0.0% 1 0.5% 1 0.4% 1 0.5% 1 0.5% 1 0.0% 1 0.	· · · · · · · · · · · · · · · · · · ·	20	10.5%	26	12.4%	31	13.0%
Caucasian, 25-44 Hawaiian/Other Pacific Islander, 25-44 Hispanic/Latino, 25-44 Two or More Races, 45-64 Hawaiian/Other Pacific Islander, 45-64 Troo or More Races, 45-64 Caucasian, 45-64 Troo or More Races, 45-64 Caucasian, 65+ Caucasian, 6	25-44	1	0.5%	2	1.0%	0	0.0%
Hawaiian/Other Pacific Islander, 25-44 Hispanic/Latino, 25-44 Hispanic/Latino, 25-44 Hispanic/Latino, 25-44 Hispanic/Latino, 25-44 Double Standary, 25-44 Linknown, 25-45 Linknown, 25-45 Linknown, 25-45 Linknown, 25-45 Linknown, 25-46 Linknown, 25-47 Linknown, 25-47 Linknown, 25-48 Linknown, 25-48 Linknown, 25-49 L	Asian, 25-44	1	0.5%	0	0.0%	0	0.0%
Hispanic/Latino, 25-44	· '	31	16.2%	30	14.4%	30	12.6%
Two or More Races, 25-44 Unknown, 25-44 Unknown, 25-44 0 0.0% 1 0.5% 1 0.4% 25-44 Total 66 34.6% 73 34.9% 70 29.4% African American, 45-64 American Indian/Alaskan Native, 45-64 Asian, 45-64 Asian, 45-64 Hawaiian/Other Pacific Islander, 45-64 Unknown, 45-64 1 0.5% 0 0.0% 1 0.5% 0 0.0%	44	0	0.0%	0	0.0%	0	0.0%
Unknown, 25-44 0 0.0% 1 0.5% 1 0.4% 25-44 Total 66 34.6% 73 34.9% 70 29.4% African American, 45-64 6 3.1% 7 3.3% 10 4.2% American Indian/Alaskan Native, 45-64 0 0.0% 1 0.5% 0 0.0% Asian, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% Caucasian, 45-64 9 4.7% 8 3.8% 6 2.5% Hispanic/Latino, 45-64 1 0.5% 1 0.5% 1 0.4% Two or More Races, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 45-64 1 0.5% 1 0.5% 1 0.4% 1 0.4% African American, 65+ 1 0.5% 1 0.5% 0 0.0% 0 0.0% Asian, 65+ 0 0.0%	Hispanic/Latino, 25-44	11	5.8%	12	5.7%	6	2.5%
25-44 Total 66	Two or More Races, 25-44	2	1.0%	2	1.0%	2	0.8%
African American, 45-64 American Indian/Alaskan Native, 45-64 Asian, 45-64 Caucasian, 45-64 Hawaiian/Other Pacific Islander, 45-64 O 0.0%	Unknown, 25-44	0	0.0%	1	0.5%	1	0.4%
American Indian/Alaskan Native, 45-64 Asian, 45-64 O O O O O O O O O O O O O	25-44 Total	66	34.6%	73	34.9%	70	29.4%
Asian, 45-64 Caucasian, 45-64 Hawaiian/Other Pacific Islander, 45-64 Hispanic/Latino, 45-64 Unknown, 45-64 African American, 65+ American Indian/Alaskan Native, 65+ Hawaiian/Other Pacific Islander, 65+ Caucasian, 65+ Caucasian,	'	6	3.1%	7	3.3%	10	4.2%
Caucasian, 45-64 9 4.7% 8 3.8% 6 2.5% Hawaiian/Other Pacific Islander, 45-64 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 45-64 1 0.5% 1 0.5% 1 0.4% Two or More Races, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 45-64 1 0.5% 0 0.0% 0 0.						_	
Hawaiian/Other Pacific Islander, 45-64 64 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 45-64 1 0.5% 1 0.5% 1 0.4% Two or More Races, 45-64 0 0.0% 0 0.0% 0 0.0% Unknown, 45-64 1 0.5% 0 0.0% 0 0.0% 45-64 Total 17 8.9% 17 8.1% 17 7.1% African American, 65+ American Indian/Alaskan Native, 65+ Asian, 65+ 0 0.0% 0 0.0% 0 0.0% Caucasian, 65+ Hawaiian/Other Pacific Islander, 65+ Hispanic/Latino, 65+ Two or More Races, 65+ 0 0.0%	· ·					_	
64	1	9	4.7%	8	3.8%	6	2.5%
Hispanic/Latino, 45-64 Two or More Races, 45-64 Unknown, 45-64 1 0.5% 1 0.5% 1 0.4% 0 0.0%	,	0	0.0%	0	0.00/	0	0.00/-
Two or More Races, 45-64							
Unknown, 45-64 1 0.5% 0 0.0% 0 0.0% 45-64 Total 17 8.9% 17 8.1% 17 7.1% African American, 65+ American Indian/Alaskan Native, 65+ 0 0.5% 1 0.5% 0 0.0% 65+ Asian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Caucasian, 65+ Hawaiian/Other Pacific Islander, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.5% 1 0.5% 0 0.0% 0 0.0%	'						
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American Indian/Alaskan Native, 65+ 0 0.0% 0 </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>							
Asian, 65+ Caucasian, 65+ O O O O O O O O O O O O O O O O O O O	American Indian/Alaskan Native,						
Caucasian, 65+ 0 0.0% 0 0.0% 0 0.0% Hawaiian/Other Pacific Islander, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% 65+ Total 1 0.5% 1 0.5% 0 0.0%							
Hawaiian/Other Pacific Islander, 0 0.0% 0 0.0% 0 0.0% 65+ 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 65+ Total 1 0.5% 1 0.5% 0 0.0%	i i					-	
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Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 65+ Total 1 0.5% 1 0.5% 0 0.0%		0	0.0%	0	0.0%	0	0.0%
Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 65+ Total 1 0.5% 1 0.5% 0 0.0%							
Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 65+ Total 1 0.5% 1 0.5% 0 0.0%	· '						
65+ Total 1 0.5% 1 0.5% 0 0.0%	·						
	·						
		191		209		238	

Provide narrative for analysis of program enrollment. (Is enrollment increasing or decreasing? What are possible reasons for increase/decrease? Describe any action plans to improve or increase program enrollment.)

The Business Administration program has continued to see an increase in enrollment over the three years of reporting as shown in this report. The faculty attribute this growth to availability of employment in the local Wayne County area as well as the reputation of the program within the community. The faculty advisors have adopted a focused advising approach with personal contact before students are registered as well as during their time pursuing the Business Administration Degree and accompanying certificates and diplomas. The practices include personal contact during registration periods as well as throughout coursework when progress is not at an acceptable level. The faculty are certain that these methods work well for both students and faculty, therefore, we will continue to adhere to these. In addition to these methods, the faculty actively participate in various recruiting opportunities throughout the academic year. We feel that the current practices work well as evident by growth in enrollment. If the faculty begin to observe a decrease in enrollment, then different approaches will be necessary.

2024-2025 Action Items:

2027 202	.s Action Items.	
Item	Action Items (What actions can be taken	Assessment of Action Items (How will you assess the
	to increase enrollment in your program?)	results of action items?)
1	Maintain the current levels of enrollment.	The current levels of enrollment are sustainable for the
		service area. Current practices will remain in place.
		Enrollment numbers will be continuously monitored.

Outcome #2: Retention

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ACTION ITEMS	Trom /11//-/3	Program Chitcome	Year-Fnn Kennrr

Item #	Action Items: (Action item identified in the	Results / Use of Results: (Provide results of the action
	2022-23 program outcome year-end	item identified. Was the action item successful? If not,
	report.)	did you want to continue this action item going
		forward? If so, please include this action item in the
		2024-2025 action items table below.)
1	Early intervention in courses being taught.	The Business Administration faculty provided the
	(Assessed by: Faculty will reach out to	students in their respective courses with the available
	students in the first 10% of the class	resources to help them be successful. These include
	reminding them of resources available.)	resources within their courses and on campus. This
		information was provided to the students at the
		beginning of the semester.
2	Continued focused advising. (Assessed by:	The Business Administration faculty accesses an
	Faculty will track student progress, keeping	internal student registration report each semester. The
	notes of points of contact to understand	faculty keep extensive notes during registration
	better why decreases in retention occur.)	periods to include information on those students who
		registered from one semester to the next as well as
		those who did not. The notes for the students that did
		not return included reasons why they did not continue
		coursework. The faculty also have students who do not
		register where they are unaware of reasons why. The
		faculty keep notes of methods and number of times
		contacted.

Baseline: 55.4 % (*Average of last three years – 2018-19; 2019-20; 2020-21; program retention*)

Standard: 57 % Target: 58 %

Fall to Fall	Retention Rate
Fall 2020 to Fall 2021	65.0%
Fall 2021 to Fall 2022	64.0%
Fall 2022 to Fall 2023	51.8%

All Levels

Retention by Ethnicity, Gender, and Age

Ethnicity & Gender Table

			Fall 202	1 to Fall	Fall 202	2 to Fall
	Fall 2020 to F	all 2021	20	22	20	23
Ethnicity & Gender	N	%	N	%	N	%
African American, Female	18	19.8%	17	18.7%	21	24.7%
American Indian/Alaskan Native,						
Female	0	0.0%	1	1.1%	0	0.0%
Asian, Female	2	2.2%	0	0.0%	0	0.0%
Caucasian, Female	32	35.2%	30	33.0%	23	27.1%
Hawaiian/Other Pacific Islander,						
Female	0	0.0%	0	0.0%	1	1.2%
Hispanic/Latino, Female	12	13.2%	9	9.9%	10	11.8%
Two or More Races, Female	4	4.4%	3	3.3%	1	1.2%
Unknown, Female	1	1.1%	1	1.1%	1	1.2%
Female Total	69	75.8%	61	67.0%	57	67.1%
African American, Male	7	7.7%	7	7.7%	8	9.4%
American Indian/Alaskan Native,						
Male	0	0.0%	0	0.0%	0	0.0%
Asian, Male	1	1.1%	0	0.0%	0	0.0%
Caucasian, Male	7	7.7%	17	18.7%	19	22.4%
Hawaiian/Other Pacific Islander,						
Male	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, Male	7	7.7%	6	6.6%	1	1.2%
Two or More Races, Male	0	0.0%	0	0.0%	0	0.0%
Unknown, Male	0	0.0%	0	0.0%	0	0.0%
Male Total	22	24.2%	30	33.0%	28	32.9%
Total	91	100.0%	91	100.0%	85	100.0%

Ethnicity & Age Range Table

Ethnicity & Age Range				Eall 202	1 to Fall	Eall 202	2 to Fall
African American, Under the age of 18 American Indian/Alaskan Native, Under the age of 18 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 1 1.2% 12% 12% 12% 12% 12% 12% 12% 12% 12% 1		Fall 2020 to	Fall 2021	_			
of 18	Ethnicity & Age Range	N	%	N	%	N	%
Under the age of 18	of 18	0	0.0%	0	0.0%	1	1.2%
Asian, Under the age of 18 Caucasian, Under the age of 18 I 1 1.1%	· · · · · · · · · · · · · · · · · · ·	0	0.0%	0	0.0%	0	0.0%
Caucasian, Under the age of 18 Hawaiian/Other Pacific Islander, Under the age of 18 Hispanic/Latino, Under the age of 18 Two or More Races, Under the age of 18 Under	ľ	-		_		-	
Hawaiian/Other Pacific Islander, Under the age of 18	l •	-		-		_	
Hispanic/Latino, Under the age of 18	, ,						
18.	l ~	-	0.0%	0	0.0%	0	0.0%
Two or More Races, Under the age of 18	'		0.0%	1	1 10/	1	1 20/
age of 18 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 3 3.5% Affican American, 18-24 12 13.2% 13 14.3% 13 15.3% Asian, 18-24 2 2.2% 0 0.0% 0 0.0% 0 0.0% Caucasian, 18-24 16 17.6% 24 26.4% 23 27.1% Hawaiin/Other Pacific Islander, 18-24 1 11.0% 0 0.0% 1 1.2% 1 1.2% 1 1.2% 1 1.2% 1 1.2% 1 1.2% 1 1.2% 1 1.2% 1 1.2% 1 1.2% 2 2.9% 1 1.2% <td></td> <td>U</td> <td>0.076</td> <td>'</td> <td>1.170</td> <td>'</td> <td>1.2 /0</td>		U	0.076	'	1.170	'	1.2 /0
Under the age of 18 Total African American, 18-24 African American, 18-24 American Indian/Alaskan Native, 18-24 Asian, 18-24 Lonknown, 18-24 Lonknown, 18-24 Lonknown, 25-44 Lonknown, 25-45 Lonknown, 25-45 Lonknown, 25-45 Lonknown, 25-46 Lonknown, 25-25-25-25 Lonknown, 25-25-25 Lonknown, 25-25-25 Lonknown, 25-25-25 Lo	•	0	0.0%	0	0.0%	0	0.0%
African American, 18-24 American Indian/Alaskan Native, 18-24	Unknown, Under the age of 18	0	0.0%	0	0.0%	0	0.0%
American Indian/Alaskan Native, 18-24	Under the age of 18 Total		1.1%	2	2.2%	3	3.5%
Asian, 18-24 As	American Indian/Alaskan Native,			-			
Caucasian, 18-24 Hawaiian/Other Pacific Islander, 18-24 Hawaiian/Other Pacific Islander, 18-24 Hispanic/Latino, 18-24 Hispanic/Latino, 18-24 Interpretation of the pacific Islander, 18-24 Hispanic/Latino, 18-24 Interpretation of the pacific Islander, 25-44 Interpretation of the pacific Islander, 25-45 Interpretation of the pacific Islander, 25		-		-		_	
Hawaiian/Other Pacific Islander, 18-24	· ·			_		_	
Hispanic/Latino, 18-24 Two or More Races, 18-24 Unknown, 18-24 1 13.2% 1 10 11.0% 7 8.2% Two or More Races, 18-24 Unknown, 18-24 1 1.1% 1 1.1% 0 0.0% African American, 25-44 American Indian/Alaskan Native, 25-44 Hawaiian/Other Pacific Islander, 45-64 African American, 45-64 African American, 25-44 O 0.0% O 0	Hawaiian/Other Pacific Islander,						
Two or More Races, 18-24 Unknown, 18-24 1 1.1% 1 1.1% 0 0.0% 18-24 Total 47 51.6% 50 54.9% 45 52.9% African American, 25-44 American Indian/Alaskan Native, 25-44 1 1.1% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 1 1.1% 0 0.0% 0 0.0% 1 1.1% 0 0.0% 1 0.0% 1 1.1% 0 0.0% 1 1.2% 18-3% 18-34 19-8% 13 15.3% 18-34 19-8% 13 15.3% 18-34 19-8% 13 15.3% 18-34 19-8%		-		-			
Unknown, 18-24	l '			-			_
18-24 Total	, -						
American Indian/Alaskan Native, 25-44 Asian, 25-44 1 1 1.1% 0 0.0% 0 0.0% 0 0.0% 1 15.3% 15.3% 144 17 18.7% 18 19.8% 13 15.3% 144 17 18.7% 18 19.8% 13 15.3% 144 17 18.7% 18 19.8% 13 15.3% 144 17 18.7% 18 19.8% 13 15.3% 145.3%	·	47		50		45	
25-44	African American, 25-44	9	9.9%	8	8.8%	12	14.1%
Asian, 25-44	· · · · · · · · · · · · · · · · · · ·					_	
Caucasian, 25-44 17 18.7% 18 19.8% 13 15.3% Hawaiian/Other Pacific Islander, 25-44 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 25-44 6 6.6% 3 3.3% 2 2.4% Two or More Races, 25-44 0 0.0% 1 1.1% 0 0.0% Unknown, 25-44 0 0.0% 1 1.1% 0 0.0% African American, 45-64 3 36.3% 30 33.0% 28 32.9% African American, 45-64 4 4.4% 3 3.3% 3 3.5% American Indian/Alaskan Native, 45-64 0 0.0% 1 1.1% 0 0.0% Asian, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 45-64 1 1.1% 1 1.1% 1 1.2% 1 1.2% 1 1.1% 1 1.2% 1 1.2%		-		_		-	
Hawaiian/Other Pacific Islander, 25-44 Hispanic/Latino, 25-44 Two or More Races, 25-44 Unknown, 25-44 African American Indian/Alaskan Native, 45-64 Hispanic/Latino, 45-64 Two or More Races, 45-64 Are or More Races, 25-44 D D D D D D D D D D D D	· ·	-		_		-	
Hispanic/Latino, 25-44	· · · · · · · · · · · · · · · · · · ·	.,	10.770	10	10.070	10	10.070
Two or More Races, 25-44 Unknown, 25-44 0 0.0% 0 0.0% 1 1.1% 0 0.0% Unknown, 25-44 0 0.0% 0 0.0% 1 1.2% 25-44 Total 33 36.3% 30 33.0% 28 32.9% African American, 45-64 American Indian/Alaskan Native, 45-64 Asian, 45-64 Caucasian, 45-64 Hispanic/Latino, 45-64 Unknown, 45-64 Unknown, 45-64 Unknown, 45-64 African American, 45-64 0 0.0%	25-44	0	0.0%	0	0.0%	0	0.0%
Unknown, 25-44 Unknown, 25-44 Unknown, 25-44 Unknown, 25-44 Unknown, 25-44 Total Unknown, 25-44 Unknown, 25-45 Unknown, 25-45 Unknown, 25-44 Unknown, 25-44	l '	6		3		2	
25-44 Total 33 36.3% 30 33.0% 28 32.9% African American, 45-64 4 4.4% 3 3.3% 3.3% 3 3.5% American Indian/Alaskan Native, 45-64 0 0.0% 1 1.1% 0 0.0% Asian, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% Caucasian, 45-64 5 5.5% 4 4.4% 5 5.9% Hawaiian/Other Pacific Islander, 45-64 1 1.1% 1 1.1% 1 1.2% Two or More Races, 45-64 0 0.0% 0 0.0	· ·	-					
African American, 45-64 American Indian/Alaskan Native, 45-64 Asian, 45-64 Caucasian, 65+ C	· · · · · · · · · · · · · · · · · · ·	-					
American Indian/Alaskan Native, 45-64 Asian, 45-64 Caucasian, 45-64 Caucasian, 45-64 Double 1 American Indian/Alaskan Native, 45-64 Asian, 45-64 Caucasian, 45-64 Caucasian, 45-64 Caucasian, 45-64 Asian, 45-64 Double 1 Indian/Alaskan Native, 65-4 Indian/Alaskan Native, 65-4 Asian, 65+ Caucasian, 65+ Amarican Indian/Alaskan Native, 65+ Asian, 65+ Caucasian, 65+ Asian, 65+ Caucasian, 65+ Asian, 65+ Caucasian, 65+ Asian, 65+ Asian, 65+ Caucasian, 65+ Asian, 65							
Asian, 45-64 Caucasian, 45-64 Caucasian, 45-64 Hawaiian/Other Pacific Islander, 45-64 Hispanic/Latino, 45-64 Two or More Races, 45-64 O O O O O O O O O O O O O	•	,	1.170	Ü	0.070		0.070
Caucasian, 45-64 5 5.5% 4 4.4% 5 5.9% Hawaiian/Other Pacific Islander, 45-64 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 45-64 1 1.1% 1 1.1% 1 1.2% Two or More Races, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 45-64 0 0.0% 0 0.	45-64	0	0.0%	1	1.1%	0	0.0%
Hawaiian/Other Pacific Islander, 45-64	l '	0	0.0%	0	0.0%	0	0.0%
45-64 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 45-64 1 1.1% 1 1.1% 1 1.2% Two or More Races, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 45-64 0 0.0% 0 0.0% 0 0.0% 0 0.0% African American, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Asian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Caucasian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hawaiian/Other Pacific Islander, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 <td>l '</td> <td>5</td> <td>5.5%</td> <td>4</td> <td>4.4%</td> <td>5</td> <td>5.9%</td>	l '	5	5.5%	4	4.4%	5	5.9%
Hispanic/Latino, 45-64	· · · · · · · · · · · · · · · · · · ·	0	0.0%	0	0.0%	0	0.0%
Unknown, 45-64 0 0.0% 0 0.0% 0 0.0% 45-64 Total 10 11.0% 9 9.9% 9 10.6% African American, 65+ 0 0.0% 0 0.0% 0 0.0% American Indian/Alaskan Native, 65+ 0 0.0% 0 0.0% 0 0.0% Asian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Caucasian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hawaiian/Other Pacific Islander, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0%	Hispanic/Latino, 45-64						
45-64 Total 10 11.0% 9 9.9% 9 10.6% African American, 65+ 0 0.0% 0 0.0% 0 0.0% American Indian/Alaskan Native, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Asian, 65+ 0 0.0% 0	Two or More Races, 45-64	0	0.0%	0	0.0%	0	0.0%
African American, 65+ 0 0.0% 0 0.0% 0 0.0% American Indian/Alaskan Native, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Asian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Caucasian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hawaiian/Other Pacific Islander, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0%	Unknown, 45-64	0	0.0%	0	0.0%	0	0.0%
American Indian/Alaskan Native, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Asian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% Caucasian, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Hawaiian/Other Pacific Islander, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0%							
65+ 0 0.0% 0 0.0% 0 0.0% Asian, 65+ 0 0.0% 0 0.0% 0 0.0% Caucasian, 65+ 0 0.0% 0 0.0% 0 0.0% Hawaiian/Other Pacific Islander, 65+ 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 65+ Total 0 0.0% 0 0.0% 0 0.0%	•	0	0.0%	0	0.0%	0	0.0%
Asian, 65+ Caucasian, 65+ Hawaiian/Other Pacific Islander, 65+ 0 0.0%	•	0	0.0%	0	0.0%	0	0.0%
Hawaiian/Other Pacific Islander, 0 0.0% 0 0.0% 0 0.0% 65+ 0 0.0% 0 0.0% 0 0.0% 0 Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% 65+ Total 0 0.0% 0 0.0% 0 0.0%	Asian, 65+	0	0.0%	0	0.0%	0	0.0%
65+ 0 0.0% 0 0.0% 0 0.0% Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 0 0.0% 65+ Total 0 0.0% 0 0.0% 0 0.0% 0 0.0%	Caucasian, 65+	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, 65+ 0 0.0% 0 0.0% 0 0.0% Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 65+ Total 0 0.0% 0 0.0% 0 0.0%						_	
Two or More Races, 65+ 0 0.0% 0 0.0% 0 0.0% Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 65+ Total 0 0.0% 0 0.0% 0 0.0%							
Unknown, 65+ 0 0.0% 0 0.0% 0 0.0% 65+ Total 0 0.0% 0 0.0% 0 0.0%	l '						
65+ Total 0 0.0% 0 0.0% 0 0.0%	· ·						
	· · · · · · · · · · · · · · · · · · ·		_				
	Total	91	100.0%	91	100.0%	85	100.0%

Provide narrative for analysis of program retention data. (Based on the data, provide a narrative of your analysis of retention. Indicate factors that may have affected your retention. State any changes you plan to make to improve retention.)

Although the enrollment for the Business Administration program is increasing, the retention rates have shown decreasing rates over the three years reporting. The faculty advisors keep extensive advising notes. We reviewed these notes to determine the reasons students did not continue with the program to gain a better understanding of the reasons and to determine if there are possible solutions. Upon further review of the advising notes, the reasons included change of majors, loss of funding and unknown. For those students that the reason was unknown, the advisors noted the instances of reaching out to the students to include dates and methods of contact. The advisors recognized that despite declining retention rates, they are still successfully retaining students, therefore, will continue utilizing the same approaches.

2024-2025 Action Items:

Item	Action Items (What actions can be taken	Assessment of Action Items (How will you assess the
	to increase program retention?)	results of action items?)
1	Continued focused advising.	Faculty will track student progress, keeping notes of
		points of contact to understand better why decreases
		in retention occur.

Outcome #3: Completers (unduplicated by highest level of attainment)

Action Items from 2022-23 Program Outcome Year-End Report:

Item #	Action Items: (Action item identified in the	Results / Use of Results: (Provide results of the action
	2022-23 program outcome year-end	item identified. Was the action item successful? If not,
	report.)	did you want to continue this action item going
		forward? If so, please include this action item in the
		2024-2025 action items table below.)
1	Complete a study of reasons for students	Faculty advisors began with students who enrolled as
	not completing the program upon	new students to the Business Administration program
	enrollment. (Assessed by: Faculty will	in Fall 2023. A list of students who did not return for
	continue to track the progress of students	the spring semester 2024 was created. Faculty reached
	from their first semester until they	out to the students to determine reasons why the
	complete, paying close attention to those	students did not return to gain an understanding of
	students who do not and the reasons why.)	the reasons students do not return. The goal was to
		understand if the reasons were out of the control of
		faculty or if there are improvements to be made to the
		program. Some of the reasons include loss of funding,

employment, personal health or family reasons, change of major and unknown reasons for which contact was made on multiple days and in multiple

ways to determine the reasons.

Baseline: 62 # (Average of total completers for the last three years – 2019-20; 2020-21; 2021-22)

Standard: 63 # Target: 65 #

Number of Completers (unduplicated) – Graduation Year – Summer, Fall, Spring				
Graduation Year	Total Completers			
2021-2022	51			
2022-2023	62			
2023-2024	85			

All Levels

Completers by Ethnicity, Gender, and Age

Ethnicity & Gender Table

	2021-2022		2022-2023		2023-2024	
Ethnicity & Gender	N	%	N	%	N	%
African American, Female	10	19.6%	15	24.2%	13	15.3%
American Indian/Alaskan Native,						
Female	1	2.0%	0	0.0%	0	0.0%
Asian, Female	0	0.0%	0	0.0%	0	0.0%
Caucasian, Female	17	33.3%	18	29.0%	29	34.1%
Hawaiian/Other Pacific Islander,						
Female	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, Female	7	13.7%	6	9.7%	10	11.8%
Two or More Races, Female	0	0.0%	3	4.8%	1	1.2%
Unknown, Female	1	2.0%	0	0.0%	0	0.0%
Female Total	36	70.6%	42	67.7%	53	62.4%
African American, Male	1	2.0%	7	11.3%	8	9.4%
American Indian/Alaskan Native, Male	0	0.0%	0	0.0%	0	0.0%
Asian, Male	0	0.0%	1	1.6%	0	0.0%
Caucasian, Male	8	15.7%	11	17.7%	20	23.5%
Gaddalan, Male	O	13.7 70		17.770	20	20.070
Hawaiian/Other Pacific Islander, Male	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, Male	6	11.8%	1	1.6%	4	4.7%
Two or More Races, Male	0	0.0%	0	0.0%	0	0.0%
Unknown, Male	0	0.0%	0	0.0%	0	0.0%
Male Total	15	29.4%	20	32.3%	32	37.6%
Total	51	100.0%	62	100.0%	85	100.0%

Ethnicity & Age Range Table

	2021	-2022	2022	-2023	2023	-2024
Ethnicity & Age Range Table	N	%	N	%	N	%
African American, Under the age of	_		_			
18 American Indian/Alaskan Native,	0	0.0%	0	0.0%	0	0.0%
Under the age of 18	0	0.0%	0	0.0%	0	0.0%
Asian, Under the age of 18	0	0.0%	0	0.0%	0	0.0%
Caucasian, Under the age of 18	0	0.0%	0	0.0%	4	4.7%
Hawaiian/Other Pacific Islander,						
Under the age of 18	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, Under the age of 18	0	0.0%	0	0.0%	1	1.2%
Two or More Races, Under the age of	Ü	0.070		0.070	ı '	1.270
18	0	0.0%	0	0.0%	0	0.0%
Unknown, Under the age of 18	0	0.0%	0	0.0%	0	0.0%
Under the age of 18 Total	0	0.0%	0	0.0%	5	5.9%
African American, 18-24	5	9.8%	11	17.7%	8	9.4%
American Indian/Alaskan Native, 18- 24	0	0.0%	0	0.0%	0	0.0%
Asian, 18-24	0	0.0%	1	1.6%	0	0.0%
Caucasian, 18-24	9	17.6%	14	22.6%	26	30.6%
Hawaiian/Other Pacific Islander, 18-	J	17.070		22.070	20	00.070
24	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, 18-24	7	13.7%	6	9.7%	11	12.9%
Two or More Races, 18-24	0	0.0%	1	1.6%	0	0.0%
Unknown, 18-24	1	2.0%	0	0.0%	0	0.0%
18-24 Total	22	43.1%	33	53.2%	45	52.9%
African American, 25-44	3	5.9%	9	14.5%	11	12.9%
American Indian/Alaskan Native, 25- 44	0	0.0%	0	0.0%	0	0.0%
Asian, 25-44	0	0.0%	0	0.0%	0	0.0%
Caucasian, 25-44	14	27.5%	14	22.6%	12	14.1%
Hawaiian/Other Pacific Islander, 25-						
44	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, 25-44	5	9.8%	0	0.0%	2	2.4%
Two or More Races, 25-44	0	0.0%	2	3.2%	1	1.2%
Unknown, 25-44	0	0.0%	0	0.0%	0	0.0%
25-44 Total	22	43.1%	25	40.3%	26	30.6%
African American, 45-64 American Indian/Alaskan Native, 45-	3	5.9%	2	3.2%	2	2.4%
64	1	2.0%	0	0.0%	0	0.0%
Asian, 45-64	0	0.0%	0	0.0%	0	0.0%
Caucasian, 45-64	2	3.9%	1	1.6%	7	8.2%
Hawaiian/Other Pacific Islander, 45-						
64	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, 45-64	1	2.0%	1	1.6%	0	0.0%
Two or More Races, 45-64	0	0.0%	0	0.0%	0	0.0%
Unknown, 45-64	7	0.0%	0	0.0% 6.5%	0	0.0%
45-64 Total African American, 65+	0	13.7% 0.0%	0	0.0%	9	10.6% 0.0%
Allican American, 05+	U	0.076	0	0.076	U	0.076
American Indian/Alaskan Native, 65+	0	0.0%	0	0.0%	0	0.0%
Asian, 65+	0	0.0%	0	0.0%	0	0.0%
Caucasian, 65+	0	0.0%	0	0.0%	0	0.0%
Have ii an /Other Desified 1	•	0.007	_	0.007	_	0.007
Hawaiian/Other Pacific Islander, 65+	0	0.0%	0	0.0%	0	0.0%
Hispanic/Latino, 65+	0	0.0%	0	0.0%	0	0.0%
Two or More Races, 65+ Unknown, 65+	0 0	0.0% 0.0%	0	0.0% 0.0%	0	0.0% 0.0%
65+ Total	0	0.0%	0	0.0%	0	0.0%
Total	51	100.0%	62	100.0%	85	100.0%
Total	U I	100.070	V2	100.070	00	100.070

Provide narrative for analysis of completers. (Based on the data, provide a narrative of your analysis of completions. Indicate factors that may have affected your completions. How might you increase the number of completers in your program?)

The completion rate for the Business Administration program has significantly increased. The reasons for the increases are both credited to the program excellence from the focused advising offered to students to excellence in both hybrid and online courses. In addition, the students desire to achieve their educational goals can also be attributed to the increased completion rates.

2024-2025 Action Items:

Item	Action Items (What actions can be taken to increase student completion in your program?)	Assessment of Action Items (How will you assess the results of action items?)
1	Offer higher level courses as hybrid.	The faculty have noted potential courses that can be offered as hybrid courses due to an increased demand for seated classes. Enrollment in these classes will be monitored. If the class is offered due to the minimum required number of students, additional classes will be considered.

Approvals

- 1. Using DocuSign (electronic signature), the Office of Institutional Effectiveness (IE) will review and approve the Program/Service Outcome Assessment when completed by the responsible program/service personnel.
- 2. Using DocuSign (electronic signature), appropriate Department Chair, Division Dean, Director, and/or AVP is asked to read and approve the Program/Service Outcome Assessment.

IE Acceptance / Date:	Dorothy Moore		11/12/2024
Department Chair, Dea	n, Director, and/or AVP / Date:	Tracy M. Schmeltzer	11/12/2024