

PROGRAM ASSESSMENT PLANNING FORM

WASHTENAW COMMUNITY COLLEGE

Program to be assessed:

Title: Commercial Property Maintenance

Division: VCT

Department: CON

Code: CVCPMT

Type of Award:

☐ A.A.
☐ Cert.

☐ A.S.
☒ Adv. Cert.

☐ A.A.S.
☐ Post-Assoc. Cert.

☐ Cert. of Completion

Assessment plan:

| Learning outcomes to be assessed | Assessment tool | When assessment will take place | Describe population to be assessed | Number of students to be assessed |
|---|---|---------------------------------------|------------------------------------|-----------------------------------|
| 1. Students must perform basic and advanced tasks in a lab setting, including: plumbing, electrical, HVAC, drywall, doors, etc. | Tests and Lab evaluation | Fall 2008 and every three years after | All | All |
| 2. Students must fully identify and apply MIOSHA and state guidelines on Equal Opportunity Employment. | Written Final | Fall 2008 and every three years after | All | All |
| 3. Students must successfully complete projects that allow full understanding of the procedures and guidelines that come from being a property manager. | Business Plan, Take off, Sketch Portfolio, Schedule | Fall 2008 and every three years after | ALL | ALL |

Scoring and analysis of assessment:

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Attach the rubric/scoring guide.

The sample test questions will be on each student's final exam and will be gathered and graded by a faculty member who did not teach the course to ensure blind-scoring.

2. Indicate the standard of success to be used for this assessment.

All students will be examined for this assessment. Success will be based upon 80% of students earning 75% or higher on standardized final questions.

3. Indicate who will score and analyze the data (data must be blind-scored).

Faculty, department chair, and advisory board members will blind-score and analyze the data.

4. Explain the process for using assessment data to improve the program.

The assessment results will be shared before the beginning of the Winter 2009 term. Any changes that need to be made based on the data will be implemented for Fall 2009. Students enrolled in Winter and Spring/Summer courses will not be affected by the changes. The assessment will determine if the student learning is up to industry and state standards. If there is a weakness in any field, the courses will be adjusted to address those needs.

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WASHTENAW COMMUNITY COLLEGE

Submitted by:

Name: 

Date: 8/8/8

Department Chair: 

Date: 8.08.08

Dean: 

Date: 8-8-08

Please return completed form to the Office of Curriculum & Assessment, SC 247.