Mt. San Jacinto College Mission Statement:

Mt. San Jacinto College, a California Community College, offers accessible, innovative, comprehensive and quality educational programs and services to diverse, dynamic and growing communities both within and beyond traditional geographic boundaries. We support life-long learning and student success by utilizing proven educational methodologies as determined by collaborative institutional planning and assessment. To meet economic and workforce development needs, MSJC provides students with basic skills, general and career education that lead to transfer, associate degrees and certificates. Our commitment to student learning empowers students with the skills and knowledge needed to effect positive change and enhance the world in which we live.
**Annual Program Review Update Instructions**

The Annual Program Review is conducted by each unit on each campus and consists of an analysis of changes within the unit. It should be **submitted or renewed every year** in anticipation of budget planning for the fiscal year, which begins July 1 of the **following** calendar year.

The questions on the subsequent page are intended to assist you in planning for your unit. **If there is no change from your prior report, you may simply resubmit the information in that report (or any portion that remains constant) from the prior year.**

Please include pertinent documents such as student learning outcomes assessment reports and data analysis specifically supporting any requests for new faculty, facilities or equipment. You are encouraged to use lists, tables, and other formatting to clarify your requests and make them easy for large committees to review quickly. If there may be negative consequences for enrollment, safety or other important concerns if the funding is not provided please make this known in context.

Please retain this information for your discipline’s use and submit an electronic copy to Rebecca Teague, Accreditation Liaison Officer (rteague@msjc.edu). She will use the document to create a database and will distribute the report to the relevant offices and committees.
PROGRAM REVIEW ANNUAL UPDATE WORKSHEET

Unit Area: Business Education MVC - Accounting

Prepared By: David Candelaria

Date: FY09-10

TRENDS AND RELEVANT DATA

1. Has there been any change in the status of your unit? (if not, skip to Question #2)
   No
   a. Has your unit shifted departments?
   b. Have new programs been created by your unit?
   c. Have activities in other units impacted your unit?

2. Have there been any significant changes in enrollment, retention, success rates, or environmental demographics that impact your discipline? If there are no significant changes in your unit, mark “N/A” and skip to Question #3.
   N/A

3. What changes does the unit plan to make to advance enrollment management goals? If your plan necessitates resource changes make sure those needs are reflected in the applicable resource request sections.
   No changes are planned.

LEARNING OUTCOMES ASSESSMENT UPDATE

4. In order to help us complete the annual ACCJC report on our progress in assessing student learning, please provide the following information by completing the form. Please add lines as needed:

<table>
<thead>
<tr>
<th>Name of the Program or Course (please list programs first)</th>
<th>Student learning outcomes have been identified (Yes =1, No=0)</th>
<th>Outcomes assessment information or data has been generated (Yes=1, No=0)</th>
<th>Assessment information or data has been used to improve student learning (Yes=1, No=0)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acct 124</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

   a. Provide overview of process selecting outcome; identifying methods, criteria, and results from the activity.
Faculty from both SJC and MVC meet to complete the process utilizing, in part, current course outlines of record.

b. Provide specific analysis of data from assessment and discuss the successes or concerns related to what the data indicates regarding student learning.

No specific data exists from the assessment, however, observation has been used to indicate the necessity for spending more time in a given area of a course.

c. If you have instructional computer technology or software needs that you anticipate adding or replacing in the next three to five years, please list them here:

<table>
<thead>
<tr>
<th>Anticipated Year Needed</th>
<th>Items/Description</th>
<th>Qty.</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annually</td>
<td>Quickbooks Pro Bookkeeping Software</td>
<td>Multi-Site Lic.</td>
<td>This software updates annually and we need to keep current to ensure students are being taught on the latest version.</td>
</tr>
</tbody>
</table>