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: Topscode 0502 Accounting

Prepared By: Ron Bowman

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?

      a. The Virtual Machine/Remote Computer has been updated to Remote Desktop Services (RDS) a system where all students log on from anywhere to their own robust personal desktops. Fall 2020 semester is the implementation stage for district wide students. Our vision for the RDS is to provide all MSJC students with access to resources and services that they need to be able to complete their educational goals. This system will include access for every student, faculty, and staff member at our college, involving every course we offer, from anywhere connectivity exists. Our goal is to fund the expansion of the RDS from 8,000 to 12,000 students per year. We will be requesting funding for equipment, software licensing, and the human resources needed to build out the project and implement the design.

      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.

   Yes. See next page.
<table>
<thead>
<tr>
<th>Program</th>
<th>TOPS Code</th>
<th>Credit Status</th>
<th>SPRING 2008</th>
<th>FALL 2008</th>
<th>SPRING 2009</th>
<th>FALL 2009</th>
<th>SPRING 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Total Enrollment</td>
<td>Total Enrollment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>462</td>
<td>557</td>
<td>604</td>
<td>621</td>
<td>752</td>
<td></td>
</tr>
<tr>
<td>Accounting</td>
<td>0502</td>
<td>Credit - Degree Applicable</td>
<td>462</td>
<td>557</td>
<td>604</td>
<td>621</td>
<td>752</td>
</tr>
<tr>
<td>Accounting</td>
<td>0502</td>
<td>Credit - Non Degree Applicable</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td>Total Enrollment</td>
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<td>462</td>
<td>557</td>
<td>604</td>
<td>621</td>
<td>752</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Semester growth</td>
<td>20.56%</td>
<td>8.44%</td>
<td>3.31%</td>
<td>21.10%</td>
<td></td>
</tr>
</tbody>
</table>

As shown in the table above, there have been significant changes in district wide enrollment, that have impacted our discipline, including a 62.77% increase from Spring 2008 to Spring 2010.

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.**

   Due to fiscal constraints caused by the state budget crisis, we are in a holding pattern with regard to growth. Our growth plans include building our online offerings as well as expanding offerings in the Beaumont/Banning area. We are unable to pursue either of these significantly until the economy rebounds and funding is restored.

   During 2010-2011, we will be implementing a Virtual Machine Server that will allow us to accommodate students who cannot afford to purchase the Quickbooks Pro software that is used in ACCT 077 - Bookkeeping.

**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>Accounting</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>
a. Provide overview of process selecting outcome; identifying methods, criteria, and results from the activity.

Accounting faculty met during an MSJC-sponsored SLO workshop and determined desired outcomes for accounting principles. We created the following DLO’s for accounting:

**ACCOUNTING**

**Department Learning Objectives**

1. Demonstrate an understanding of fundamental accounting theory.
2. Apply the accounting skills necessary to accumulate and summarize financial information for decision making.
3. Analyze, evaluate, and report financial information to the appropriate individuals and organizations.
4. Apply proper tax treatment of specific topics important to tax planning and compliance for individuals and businesses.
5. Implement accounting concepts using a computerized accounting program such as QuickBooks or Peachtree.
6. Identify costs which are relevant to a given management decision.

This is just a start – these objectives will be refined and expanded as we become more familiar with the SLO process.

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

N/A

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>2011</td>
<td>Quickbooks Pro</td>
<td>50</td>
<td>Intuit releases a new version of the software every 1-2 years. To keep current, we need to buy new licenses every time a new version is released.</td>
</tr>
<tr>
<td>2013</td>
<td>Virtual Machine software and hardware.</td>
<td>We are funding the initial VM hardware and software purchases through the Perkins grant. After three years, MSJC will need to institutionalize all maintenance and upgrade costs to the VM system.</td>
<td></td>
</tr>
</tbody>
</table>