

Eastern West Virginia  
Community and Technical College



Program Review  
Associate of Applied Science Board of Governors' (A.A.S.)  
2020

Submitted by: Monica Wilson, Dean of Student Access and Success

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Approved by LOT Committee: 5/27/20

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Program Review  
2020  
Associate of Applied Science Board of Governors' Degree (A.A.S.)  
CIP Code: 23-240102  
Eastern West Virginia Community and Technical College

**Program Overview**

The Board of Governors (BOG), A.A.S. is a WVCCTCE system degree program designed as an alternative degree option for adult learners seeking a degree completion opportunity. Typically, the BOG, A.A.S. serves adult learners who have a broad range of life learning experiences. Students are able to combine previously completed college coursework with credits earned through an analysis of prior life learning experiences.

These experiences can take the form of formal training programs, volunteer and work experiences, workplace training and training provided through sources other than the college classroom. The student, in conjunction with an advisor, develops a customized curriculum that matches his or her professional goals and may incorporate credits awarded through a portfolio review. For some students this may reflect their current occupational goals while for others it may serve as an opportunity to build upon previously acquired technical training and certification. The BOG, A.A.S. provides students with technical and employability skills as well as a foundation in humanities, social science, and mathematics. While the BOG, A.A.S. is considered to be a terminal degree, some but not all of the credits are appropriate for transfer for completion of a bachelor's degree.

Admission into the program requires students to participate in an advising and planning session which includes:

- Assignment of program advisor who provides guidance through the evaluation of prior learning experiences, course selection and registration
- Development of a plan outlining career objectives
- Development of an educational plan in keeping with career objectives
- Development of a portfolio (if applicable)

Eastern adopted and implemented the BOG, A.A.S. in fall 2004. By adopting the BOG, A.A.S. Eastern is able to provide a flexible career technical degree program to address the diverse needs of its students allowing adult learners to build on prior experiential learning. Therefore, students can design a unique degree completion option through this program.

Utilization of the emphasis tracks:

**Administrative Support Track**

BOS 103 Keyboarding

BUS 101 Intro to Business or BOS 142 Medical Administrative Procedures

Any other 9 credits in BOS/BUS

### **Business Track**

BUS 101 Intro to Business  
Any other 12 credits in BUS

### **Computer Information Track**

CIS 108 or CIS 114 Computer Fundamentals or Intro to Computer Applications and Concepts  
Any other 12 credits in CIS

### **Early Childhood Development Track**

EDF 115 Early Childhood Health, Safety, and Nutrition  
PSY 200 General Psychology  
Any other 9 credits in EDF

### **Information Technology Track**

CIS 108 or CIS 114 Computer Fundamentals or Intro to Computer Applications and Concepts  
IT 134 Networking Fundamentals or IT 180 PC Repair and Troubleshooting  
Any other 9 credits in IT

### **Program Outcomes**

Upon completion of the Board of Governors A.A.S. degree, graduates will be able to:

- Apply effective written and oral communication skills
- Work collaboratively in groups
- Think critically and solve problems
- Demonstrate practical application of quantitative and scientific reasoning skills
- Demonstrate analysis and evaluation of skill competencies derived from multiple sources including work, volunteer activities, hobbies, etc.
- Demonstrate understanding of principles of good citizenship
- Develop long range vocational or transfer goals
- Demonstrate basic computer literacy and use of computerized communication technology
- Examine issues from a global perspective
- Demonstrate mastery of interdisciplinary competencies as defined in educational plan

### **Assessment of BOG, A.A.S.**

- Graduation Rate
- ETS scores
- Assessment of Prior Learning Experiences
- Students utilizing the BOG emphasis tracks

Graduation Rate: At least 75% of students enrolling in the Board of Governors AAS will successfully complete the degree within 3 years. This will be measured by the number of graduates from the program.

ETS Graduate Assessment Exam: The *ETS® Proficiency Profile* assesses four core skill areas — reading, writing, mathematics and critical thinking. The national median score is 445 – 455. At least 60% of students completing the ETS assessment will score within the median score.

Prior Learning Experiences: At least 75% of students enrolling in the Board of Governors AAS will be evaluated for prior learning from outside sources. The accumulation of challenge exams, continuing education units, webinars, trainings, licensures, certifications, etc.

BOG Emphasis Tracks: At least 50% of students enrolled in the Board of Governors AAS will choose to complete 15 credit hours in an area of emphasis to earn a separate skill certificate in the specific area of study.

### **Data Collection**

Multiple methods may be used to collect appropriate data to assess student learning, student success and completion.

### **Data Analysis and Recommendations**

If necessary changes need to be made to the A.A.S. BOG, a proposal will be provided to the Dean of Teaching and Learning for further action.

### **Effectiveness of Assessment Plan**

This is a WVCCTCE system based degree program. If curriculum and implementation changes are made at the system level, these changes will be adopted by Eastern. However, future course related assessment activities may yield data supporting revision of courses supporting the general education core.

### **Synopsis of Significant Findings: Meeting Learning Outcomes**

The purpose of the BOG, A.A.S. program is to provide a, flexible career technical degree program to address the diverse needs of its service district. Implementing a flexible, customized degree format provides the opportunity for Eastern students to design a college level program of study to address professional and educational goals and meet regional employability needs. The BOG, A.A.S. degree serves those students intending to design a unique career-technical program or degree completion opportunity not currently available through the College's degree offerings while incorporating alternative prior learning experiences.

In Fall of 2015, Eastern approved five tracks of emphasis. Each emphasis has one to two content courses embedded with other courses. For a student to earn an emphasis in the content, the student must complete 15 hours in the specific area. Since Fall 2015, out of 67 graduates, 11 students graduated with an emphasis. The following tracks contained graduates:

- 1 Administrative Support Technology
- 1 Computer Applications Specialist
- 3 Early Childhood Development
- 6 Business Management

Eastern administers the ETS Proficiency Profile to all graduates earning an associate's degree. BOG, A.A.S. students participate in this testing. However, Eastern's BOG, AAS graduates score within the mean score ranges noted in ETS overall mean scores for all Eastern's graduates.

(See Table 1 on the next page).

| <b>Table 1</b><br><b>Eastern Students (2015-2019)</b><br><b>Comparison Between Eastern AAS BOG Students and Eastern</b><br><b>Graduates</b><br><b>Mean Scores</b> |                        |                   |                        |                   |                        |                   |                        |                 |                        |                   |
|---|------------------------|-------------------|------------------------|-------------------|------------------------|-------------------|------------------------|-----------------|------------------------|-------------------|
|   | 2014-2015              |                   | 2015-2016              |                   | 2016-2017              |                   | 2017-2018              |                 | 2018-2019              |                   |
|   | Eastern Mean<br>441.43 | BOG Mean<br>436.1 | Eastern Mean<br>441.05 | BOG Mean<br>434.6 | Eastern Mean<br>441.68 | BOG Mean<br>439.5 | Eastern Mean<br>436.23 | BOG Mean<br>442 | Eastern Mean<br>438.43 | BOG Mean<br>432.8 |
| BOG Grads above mean  | 4                      | 6                 | 2                      | 5                 | 7                      | 9                 | 5                      | 4               | 2                      | 4                 |
| BOG Grads below mean  | 6                      | 4                 | 9                      | 6                 | 8                      | 6                 | 6                      | 7               | 6                      | 4                 |

**Program Improvements**

- Increase the challenge exam options.
- Increase area of emphasis options.
- Increase opportunities amongst businesses in Eastern’s district.

**Identification of Weaknesses/Deficiencies**

- To gain acceptance from faculty and staff in the importance of AAS BOG degree.
- Continue to train academic advisors on the importance of degree completion, life-long learning opportunities and continuing education at a four year institution.
- The portfolio course continues to be underutilized. Students who opt not to pursue portfolio review note the cost and time allotted to complete the portfolio review as the prohibiting factors.
- The national median score is 445 – 455. The goal for BOG, AAS students would complete the ETS assessment will score within or above the median score. Only 25% of BOG, AAS graduates completed the ETS at or above the national median score.
- At least 50% of students enrolled in the Board of Governors AAS will choose to complete 15 credit hours in an area of emphasis to earn a separate skill certificate in the specific area of study. From 2014-2019, the program had 11 (16%) graduates to earn the area of emphasis.

**Table 2: Five-Year Trend Data on Graduates and Majors**

| <b>Semester</b>    | <b>Headcount</b> | <b>FTE</b> | <b>Full-Time (%)</b> | <b>Graduates</b>                 |
|--------------------|------------------|------------|----------------------|----------------------------------|
| <b>Fall 2014</b>   | 16               | 7.8        | 3 (19%)              |                                  |
| <b>Spring 2015</b> | 14               | 7.4        | 4 (29%)              | <b>2014-2015: 12</b>             |
| <b>Fall 2015</b>   | 16               | 7.3        | 5 (31%)              |                                  |
| <b>Spring 2016</b> | 19               | 8.1        | 3 (16%)              | <b>2015-2016: 12</b>             |
| <b>Fall 2016</b>   | 23               | 12.8       | 10 (43%)             |                                  |
| <b>Spring 2017</b> | 20               | 11.4       | 7 (35%)              | <b>2016-2017: 17</b>             |
| <b>Fall 2017</b>   | 17               | 9.9        | 8 (47%)              |                                  |
| <b>Spring 2018</b> | 13               | 6.0        | 4 (31%)              | <b>2017-2018: 18</b>             |
| <b>Fall 2018</b>   | 5                | 3.2        | 2 (40%)              |                                  |
| <b>Spring 2019</b> | 5                | 2.4        | 2 (40%)              | <b>2018-2019: 8</b>              |
| <b>TOTAL</b>       | 148              | 75.3       | 48 (32%)             | <b>Fall 2014-Spring 2019: 67</b> |

NOTE: The BOG, AAS, had 67 graduates from 2014-2019. Out of the 67 graduates, 19 students graduated with honors, 3 students are veterans and 11 students earned an emphasis.

**Summary of Assessment Model and Utilization for Program Improvement**

At least 75% of students enrolling in the Board of Governors AAS will be evaluated for prior learning from outside sources. The accumulation of challenge exams, continuing education units, webinars, trainings, licensures, certifications, etc.

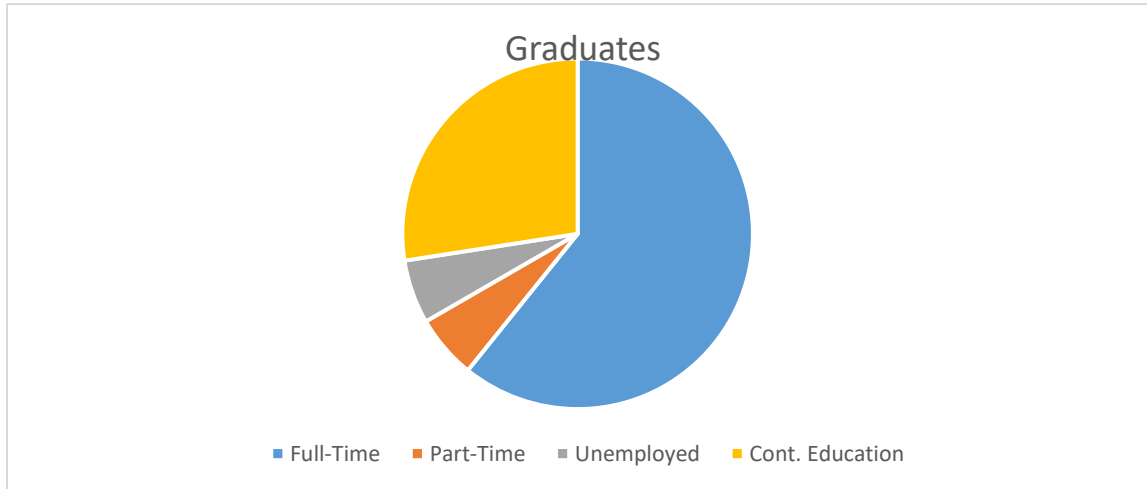
- 43 students had transfer coursework (64%).
- 8 students completed Eastern WV CTC coursework but multiple majors (12%)
- 16 students completed multiple deliveries of credit by Workforce Education, Certifications, Military, WVEDGE, transfer credit and challenge exams (24%); 1 student completed the portfolio process (petition for 24 college credits)

At least 75% of students enrolling in the Board of Governors AAS will successfully complete the degree within 3 years:

- 85% of the graduates graduated within the 3 years.
  - 30 students graduated less than 1 year
  - 24 students graduated less than 2 years
  - 3 students graduated less than 3 years
  - 10 students graduated after 3 years

### **Data on Student Placement**

From Fall 2014 through Spring 2019, 67 students graduated with an AAS BOG major. Of these 67 students, student placement data has been collected on 44 students (66% of cohort). No information was available on 23 graduates:



- 31 students are employed full-time (70%)
- 3 students are employed part-time (7%)
- 3 students are unemployed (7%)
- 1 student is active military (2%)
- 14 students are continuing education (32%)

### **Final Recommendations**

The recommendation is to continue offering the AAS BOG program in its current format. The following issues will be addressed during the next program review cycle:

1. To increase areas of emphasis to include AgBusiness, Wind Energy Technology and Electromechanical Technology.
2. To increase open house dates and information sessions each term.
3. Focus on standardized awards and provide updates to staff and potential students.