

Program Review Year 2011 – 2012

Accounting

Program Review Team Members

Name

Kristen Quinn
Pamela Donahue
Patricia Morrow
Marc Cousins, CPA
Siraj Khan

Title

Assistant Professor, Accounting
Professor, Accounting
Assistant Professor, Business
Adjunct Professor, Accounting; practicing accountant
Consultant; former advisory board member

DATE: March 9, 2012

SECTION SIX: SUMMARY

I. CONCLUSIONS: PROGRAM STRENGTHS AND WEAKNESSES

A. List and describe the program's major strengths, based on information obtained in the Program Review. Cite evidence for each identified strength.

| AREA OF STRENGTH | EVIDENCE |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Faculty | As shown in the Appendix, the vast background and experience of the full and part-time faculty is clearly an area of strength for this program. |
| Diversity of students | See charts 1-3 |
| Breadth and depth of courses | See program. |
| Technology improvements | The program strives to keep up with changes in technology in order to provide the students with the most up-to-date and relevant technology and resources available. The program is using a website to enhance student learning and is teaching students how to use an accounting software package, QuickBooks, which is widely used in small businesses. |
| Tutoring | The program now has tutors at both the Haverhill and Riverwalk campuses. Also at both campuses tutors are available to assist students in all levels of accounting not just the introductory courses. |
| Relationships with area high schools | An articulation agreement has recently been signed (February 2012) with Haverhill High School and the articulation agreement has been recently renewed with Whittier Regional Vocational Technical High School. |

B. List and describe the program's weaknesses or areas in which improvement is desirable, based on information obtained in the Program Review. Cite evidence for each identified weakness or area for improvement.

| WEAKNESS OR AREA FOR IMPROVEMENT | EVIDENCE |
|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Internships for students | There are virtually no internships available for accounting majors. |
| Enhanced assistance in the introductory level courses | Several students (mainly non-accounting majors) have to report one or both Introduction to Accounting courses. |
| Accounting program does not meet the requirements for the transfer compact | The current transfer compact between NECC and the Massachusetts state colleges is not met by the accounting program. |
| Minimal exposure to the use of Excel | The only course that has any real focus on Excel is the introduction to computer applications course. Excel is used on limitedly in the accounting courses through publisher provided templates. |
| Attrition of males from the program | Charts 1-3 |

II. ACTION PLAN

For each identified weakness or area in which improvement is desirable, submit an Action Plan. *(When designing the Action Plan, a suggested plan would include the elements of Process Management using a Plan-Do-Study-Act (PDSA) cycle.) (Note: Add as many of the following tables as necessary.)*

| Problem | Improvement Activity | Person Responsible | Date of Activity | Findings |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|----------|
| Lack of internships for students | Create internships | K. Quinn is currently working with Art McCabe to create community involvement activities for accounting, which will hopefully lead to internships in the near future | AY 2012-2103 | |
| <p>Analysis:</p> <p>Art McCabe and Kristen Quinn are currently working together to create a community based project where students who have successfully completed the Computerized Accounting course would assist local business owners in learning how to use the software and the benefits of the software.</p> | | | | |

| Problem | Improvement Activity | Person Responsible | Date of Activity | Findings |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|-------------------------|------------------|----------|
| Enhanced assistance in the introductory level courses | Offering Supplemental Instruction sections of Accounting 101 | K. Quinn and P. Donahue | AY 2012-2013 | |
| <p>Analysis:</p> <p>Kristen Quinn and Pam Donahue will each be teaching a supplemental instruction section of accounting 101 in the Fall 2012. Since ACC101 is a gateway course, the faculty believe that this could prove to be a wonderful way for students to complete the course in one take and to increase the retention.</p> | | | | |

| Problem | Improvement Activity | Person Responsible | Date of Activity | Findings |
|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|--------------------------|------------------|----------|
| Accounting program does not meet the requirements for the transfer compact | Alter the program to meet the compact or create a new Accounting Transfer degree. | K. Quinn and Grace Young | AY 2012-2013 | |
| <p>Analysis:</p> <p>Kristen Quinn and Grace Young will meet to determine the best course of action.</p> | | | | |

| Problem | Improvement Activity | Person Responsible | Date of Activity | Findings |
|--------------------------------------|---------------------------------------------|--------------------|-------------------|----------|
| Minimal exposure to the use of Excel | Include Excel in current accounting courses | To be determined | To be determined. | |
| <p>Analysis:</p> | | | | |

| Problem | Improvement Activity | Person Responsible | Date of Activity | Findings |
|-----------------------------------|------------------------------------------------|--------------------|-------------------|----------|
| Attrition of males in the program | Mentoring, advising and/or tutoring activities | To be determined | To be determined. | |
| <p>Analysis:</p> | | | | |

III. RESOURCES REQUESTED

Complete the following chart, including quotes from vendors, diagrams for requested space, and draft postings as appropriate. (Note: Add rows, increase row height, etc., as needed.)

| 1. EQUIPMENT | | | | |
|---------------------------------------------|---------------|-------------------------------------------------------------|--------|-------------|
| Item | Justification | Vendor (include contact information) | Cost | Date Needed |
| Not applicable | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 2. PERSONNEL | | | | |
| Position (identify as faculty, staff, etc.) | Justification | Credentials/area of content expertise related to curriculum | Salary | Date Needed |
| Not applicable | | | | |
| | | | | |
| | | | | |

3. SPACE

| Type of space requested | Justification | Description (include square feet, construction requirements, e.g., plumbing, electricity, data ports) | Cost | Date Needed |
|-------------------------|---------------|-------------------------------------------------------------------------------------------------------|------|-------------|
| Not applicable | | | | |
| | | | | |