I - Institutional Information

O 4. List all accredited programs (as they appear in your catalog).

*Note: Listing new programs here does not confer accreditation. New degree programs, majors or emphases must be in effect for at least two years and have graduates and follow the guidance in the process book before accreditation will be granted.*

O 5. List all programs that are in your business unit that are not accredited by ACBSP and how you distinguish accurately to the public between programs that have achieved accredited status and those that have not.

A.S. Economics was added as a JSCC program pathway in fall 2013. This program is not exclusively a business program, but is housed under business division at JSCC. The balance of

O 6. List all campuses where a student can earn a business degree from your institution.

O 7 Person completing report:

Name:

Phone:

Email address:

ACBSP Champion name:

ACBSP Co-Champion name:

**Status:** Completed | **Due Date:** Not Set

QA Report

**Assigned To**

Not Assigned

Institution Response

O 4. List All Accredited Programs (as they appear in your catalog):

*A.S. Accounting; A.S. Business Administration; A.A.S. Business*

O 5. List all programs that are in your business unit that are not accredited by ACBSP and how you distinguish accurately to the public between programs that have achieved accredited status and those that have not.

*A.S. Economics was added as a JSCC program pathway in fall 2013. This program is not exclusively a business program, but is housed under business division at JSCC. The balance of*
the JSCC business programs are ACBSP accredited and are signified by the accreditation emblem on the external website and catalog.

O 6. List all campuses that a student can earn a business degree from your institution:

Humboldt Higher Education Center (Humboldt, TN)
Lexington-Henderson County Center (Lexington, TN)
Savannah-Hardin County Center (Savannah, TN)

O 7. Person completing report Name:
Terri Messer
731-424-3520 Ext. 50326
tmesser@jscc.edu

ACBSP Champion name: Terri Messer
ACBSP Co-Champion name: TBD

Sources

There are no sources.
II - Status Report on Conditions and Notes

O 8. Conditions or Notes to be addressed: You do not need to address Opportunity for Improvement (OFI).

Please explain and provide the necessary documentation/evidence for addressing each condition or note since your last report.

Are you requesting the Board of Commissioners to remove notes or conditions (if the justification for removal is lengthy consider attaching an appendix to QA report):

Remove Note:

Remove Condition:

Do not remove note or condition. Explain the progress made in removing the note or condition:

Status: Completed | Due Date: Not Set

QA Report

Assigned To

Not Assigned

Institution Response

There were no conditions or notes to which we were asked to respond. We have addressed the OFI suggestions from the December 4, 2012 communication within the specific area of the report to follow.

Sources

There are no sources.
III - Public Information

O 9. The business unit must routinely provide reliable information to the public on its performance, including student achievement such as assessment results.

Describe how you routinely provide reliable information to the public on your performance, including student achievement such as assessment results and program results.

Student Learning Outcome Assessment Results: Such as what you report in Standard 4, accounting assessment, management assessment, critical thinking, communication, etc. How do you make the results public?

Program Results: Such as what you report in Standard 4, graduation rates, retention rates, job placement, etc. How do you make the results public?

Status: In Process | Due Date: Not Set

QA Report

Assigned To

Not Assigned

Institution Response

Describe how you routinely provide reliable information to the public on your performance, including student achievement such as assessment results and program results.

Jackson State provides information on college performance annually via the college website, "Fast Facts" link. The business program placement results are included within the other campus placement rates within this fact.

Student Learning Outcome Assessment Results: Such as what you report in standard #4, accounting assessment, management assessment, critical thinking, communication, etc. How do you make the results public?

The business student learning outcome assessment results are measured and reported annually via the program web link: [http://www.jscc.edu/business-stakeholder-information.html](http://www.jscc.edu/business-stakeholder-information.html) This information will be shared annually with the 2015 business program advisory committee, annual college catalog revisions, updated marketing materials, updated internship site partner visits and graduation program recognitions.

Program Results: Such as what you report in standard #4, graduation rates, retention rates, job placement, etc. How do you make the results public? The business program results are updated
annually via the program web link: http://www.jscc.edu/business-stakeholder-information.html
This information is also shared annually with the business program advisory committee, annual college catalog revisions, updated marketing materials, updated internship site partner visits and graduation program recognitions.

Sources

- Fast-Facts
1 - Standard 1 Leadership

Organization

a. List any organizational or administrative personnel changes within the business unit since your last report.

b. List all new sites where students can earn an accredited business degree (international campus, off-campus on-campus, online) that have been added since your last report.

Status: In Process | Due Date: Not Set

QA Report

Assigned To

Not Assigned

Institution Response

a. Both organizational and administrative changes have occurred since the last report in 2012.

The assistant dean position has been dissolved and the business faculty/program oversight falls under the responsibility of the Dean Business and Industry, Terri Messer. At the time of the last report, Terri was the Assistant Dean Professional Technical Studies reporting directly to the Dean of Professional Technical Studies having oversight over three academic areas: Business, Computer Information Systems and Industrial Technology.

Currently the Dean of Business and Industry has direct oversight of the academic areas of Business and Industrial Technology, Perkins IV and all non-credit workforce development activities.

Since the 2012 report, other business program direct line organizational changes have occurred: Barry Jennison, Dean Professional Technical Studies left the college to become dean at a sister Tennessee Board of Regents school. Interim Vice President of Academic Affairs, Bobby Smith became the Vice President of Student Services. Dr. Larry Bailey joined the Jackson State staff as Vice President of Academic Affairs. JSCC current organizational chart: http://www.jscc.edu/administration.html

b. No new sites have been added since the last report.

Sources

- 2014 15 Org Chart JSCC
2 - Standard 2 Strategic Planning

This standard is not typically addressed in the QA report. This is used as a placeholder to allow all the other standards to be addressed in the QA report and keep the numbering system consistent with self-studies and QA reports.

Status: Completed | Due Date: Not Set

QA Report

Assigned To

Not Assigned

Institution Response

Not applicable to this report.

Sources

There are no sources.
3 - Standard 3 Student and Stakeholder Focus

Complete the table for Standard 3 - Student- and Stakeholder-Focused Results, found under the Evidence File tab above. Provide three or four examples of assessment data, reporting what you consider to be the most important data. It is not necessary to provide results for every process in your QA report.

**Status:** In Process | **Due Date:** Not Set

**QA Report**

**Assigned To**

Not Assigned

**Institution Response**

3. Jackson State student and stakeholder results can be found in the embedded [Standard 3 table](#).

**Sources**

- JSCC 2014 Standard 3
4 - Standard 4 Measurement and Analysis of Student Learning and Performance

a. **Program Outcomes.** List outcomes by accredited programs. Program outcomes should be used as part of a student learning assessment plan and be measurable.

AAS

AS

AS Accounting, etc.

b. **Performance Results.** Complete the table for Standard 4 Student Learning Results (required for each accredited program) found under the Evidence File above. Provide three or four examples of assessment data, reporting what you consider to be the most important data. It is not necessary to provide results for every process.

**Status:** In Process  |  **Due Date:** Not Set

**QA Report**

**Assigned To**

Not Assigned

**Institution Response**

a. **Accounting Program (A.S. degree)**

Program Mission Statement: The Accounting program is designed for students wanting to complete the first two years of a bachelor’s degree and to seamlessly transfer to a four year college or university in the areas of accounting or related financial areas.

Program Outcome 1: Demonstrate the knowledge of general education courses in communication, humanities, history, social science, natural science, and mathematics.

Program Outcome 2: Recognize and apply the principles of accounting and economics (macro and micro).

Program Outcome 3: Apply computer technology as it relates to the field of accounting.

**Business Administration Program (A.S. degree)**

Program Mission Statement: The Business Administration program is designed for students wanting to complete the first two years of a bachelor’s degree and to seamlessly transfer to a four year college or university in the areas of business administration, economics, finance, marketing, or other business-related fields.
Program Outcome 1: Demonstrate the knowledge and comprehension of general education courses in communication, humanities, history, social science, natural science, and mathematics.
Program Outcome 2: Recognize and apply the principles of accounting and economics (macro and micro).
Program Outcome 3: Apply computer technology as it relates to the business environment.

**Business Studies Program (A.A.S.): Administrative Office Management Concentration**

Concentration Mission Statement: The Administrative Office Management concentration will prepare students who want to start an entry-level administrative office career with knowledge of and skills in accounting, computer applications, office procedures, communication, management, and economics.
Program Outcome 1: Apply, analyze, and evaluate the theories and practices of management accounting, economics, and legal environment of business and computer software applications (Microsoft Word, Excel, Access, and PowerPoint).
Program Outcome 2: Communicate effectively in business through written and oral communication.
Program Outcome 3: Apply office procedures as it relates to the business environment.

**Business Studies Program (A.A.S.): Business Concentration**

Concentration Mission Statement: The Business Studies concentration will prepare students who want to start an entry-level supervisory career with knowledge of and skills in accounting, computers, marketing, communication, management, supervision, and economics.
Program Outcome 1: Apply, analyze, and evaluate the theories and practices of management including team building, marketing, accounting, economics, and business law (contracts).
Program Outcome 2: Communicate effectively in business through written and oral communication.
Program Outcome 3: Apply computer technology as it relates to the business environment.

b. Performance results can be found on the table 4.2 criterion embedded file.

**Sources**

- JSCC 2014 Table Files Criterion 4.2
5 - Standard 5 Faculty and Staff Focus

a. Faculty and Staff Focus Complete Table 5.1 Standard 5 - Faculty- and Staff-Focused Results found under the Evidence File above. Provide three or four examples of assessment data, reporting what you consider to be the most important data. It is not necessary to provide results for every process.

b. Faculty Qualifications Complete Table 5.2 Standard 5 - New Full-Time and Part-Time Faculty Qualifications found under the Evidence File above. This table is for new full-time and part-time faculty members since your last self-study or QA report. Do not include faculty members previously reported, in accordance with Criterion 5.2 in the Standards and Criteria.

Status: In Process | Due Date: Not Set

QA Report

Assigned To
Not Assigned

Institution Response

a. Table 5.1, Standard 5 information is embedded in this link, JSCC Table 5.1 Information.

b. Table 5.2, Standard 5 information is embedded in this link.

Sources

- JSCC 2014 Table 5.1
6 - Standard 6 Educational and Business Process Management

a. Curriculum

1. List any existing accredited degree programs/curricula that have been substantially revised since your last report and attach an updated Table 6 Curriculum Summary found under the Evidence File tab above.

2. List any new degree programs that have been developed since your last report and attach a Table 6 Curriculum Summary found under the Evidence File tab above.

   Note: If you have a new degree at a level currently accredited by ACBSP, then report information on: student enrollment, program objectives, instructional resources, facilities and equipment, admissions requirements, graduation statistics, core professional components (CPCs), and the outcomes assessment process to ACBSP. If the new degree is at a higher level than what is currently accredited, the school must complete a self-study to add the degree.

3. List any accredited programs that have been terminated since your last report.

   Note: If you do not have any new or revised programs, you do not need to complete Table 6 Curriculum Summary.

4. Provide three or four examples of organizational performance results, reporting what you consider to be the most important data, using Table 6.1 Standard 6 - Organizational Performance Results, found under the Evidence File tab above. It is not necessary to provide results for every process.

Status: In Process | Due Date: Not Set

QA Report

Assigned To

Not Assigned

Institution Response

1. Since the last status report, the Tennessee Board of Regents implemented a common curriculum alignment program for all thirteen community colleges. All four JSCC business programs were impacted. The AS Accounting and Business Administration program updates went into effect Fall 2012 and the Associates of Applied Science Business - Management concentration begins Fall 2014. The Jackson State Community College program updates were validated via the college curriculum committee process, as well as through the business advisory committee approval procedure. The detail for the new curriculums is noted in each Table 6 Curriculum Summary.

A.S. Accounting
2. Not new degree programs have been developed, although the concentration name change did occur due to the statewide common curriculum initiative.

3. No programs have been terminated.

4. Organizational performance results are noted within Table 6.1 Standard 6.

Sources

- JSCC 2014 Standard 6, Curriculum Summary AAS Business AOM
- JSCC 2014 Standard 6, Curriculum Summary AAS Business Mgmt
- JSCC 2014 Standard 6, Curriculum Summary AS Accounting
- JSCC 2014 Standard 6, Curriculum Summary AS Bus Admin
- JSCC 2014 Standard 6, Table 6.1