

David Marshall

From: Melisa Hamilton <melisa.hamilton@myicci.com>
Sent: Monday, March 09, 2015 12:18 PM
To: Melissa M Smith; Meisha Chatrie; Lisa Wood; S'rah Yisrael; Autry Foster; Michelle Gray-Williams; Navlette Bishop; Robert Lynch; Anita Fausett-Khan; Bailey Claude; Lancelot Barnes; Davin Barrett; Judy Blair-Jackson; Sonia Bush; Marjorie Bush-Dixon; Karilee Campbell; Brenda Dawkins; O'Neil Duncan; Clayton Garwood; Sonia Gordon; Janet Harris; steven@breezesbythebay.com; Tania Johnson; Christine King; Adolphus Laidlow; Roy McLaughlin; Steve Morris; Tina O'Connor; Michelle Prendergast; Craig Walker; Katherine Whittaker; Nokuphila Mhlanga; Marleine Gagnon; Anthony Husemann; Wayne McManus; Davin Barrett; Lauren Christie; Simone Clifford Ebanks; Dorine Whittaker; samit.x.ghosh@ky.hsbc.com; Michael or Diana Ferrier; Melody Martin; Neil Lumley; Allvin Srinivasan; Shari Wilson; Rosemarie House; Shari Whittaker
Cc: Dr. David Marshall; Melisa Hamilton; Elsa Cummings
Subject: PCRC Meeting- Winter 2015
Attachments: PCR Meeting Minutes_WIN 15.docx; PCRC Meeting Agenda_WIN 15.docx; PCRC Meeting_Sign-In sheets.pdf; Mission Statement_International College.pdf; Graduates lead ICCI into a new era.pdf; Consider the following scenarios.pdf; Outcomes for the Degrees.pdf; E-Portfolio Shell Info.pdf; ASCBP and IACBE Accreditations Info.pdf; Examples of Direct and Indirect Measures.pdf; Curriculum Mapping.docx; Course Mapping _ASc degree in Business.pdf

Hello everyone,

Thanks to those persons who attended our Winter quarter's Program and Curriculum Review Committee (PCRC) Meeting held on Sunday, March 1, 2015. The attached documents are submitted for your kind reviews accordingly.

- Meeting's Minutes
- Agenda
- Sign-In Sheets
- Mission Statement
- "Graduates lead ICCI into new era" newspaper's article
- "Consider the following scenarios" case reviews
- Outcomes for the degrees
- E-Portfolio Shell Info
- ACBSP and IACBE Accreditations Info
- Examples of direct and indirect assessment methods
- Course Mapping Info
- Example of course mapping for Associate of Science in Business

--

Kind regards,

Melisa Bent-Hamilton
Academic Dean, International College
www.icci.edu.ky



INTERNATIONAL COLLEGE CAYMAN ISLANDS

**PCRC Meeting
March 1, 2015
4:00 p.m.
MH2**

AGENDA

Call to Order.....Melisa Bent-Hamilton
Dean

Reading of the Mission.....Katherine Whittaker
Instructor

Online Learning ProjectDr. David Marshall
President

Assessment of Student Learning Outcomes.....Dean Hamilton

Course Mapping to Degree Majors.....Dr. Anthony Husemann
Director of Graduate Studies

Nominations for Lead Instructors.....Faculty

Break-out Sessions

- Graduate Advisory Committee
- Reviews by Departments

Group Summaries.....Attendees



Winter 2015 PCRC Meeting
March 1, 2015
6 p.m.

Minutes (meeting started at 6:15 pm and ended at 8:15 pm)

The major highlights from the meeting are as follows:

- There were 18 persons in attendance. These included members of staff, faculty, students, industry experts and alumni.
- The President, Dr. Marshall opened the discussions with mention of the newspaper article based on our recent graduation exercise, and posed the question of how we are accomplishing the article's heading of "Graduates lead ICCI into new era". Dr. Marshall asked the audience to read through several scenarios which were actually taking place with the hope of ensuring that these will no longer continue. The discussion then led to the **Online Learning Project** soon to be launched at the International College. Much progress has been made towards achieving this goal by the implementation of our online database management system, Populi, formal request made to our accrediting agency, a pending site visit in a couple of weeks by ACICS, feedback through surveys made available to all the relevant constituencies.
- Following, was the discussion on **E-Portfolios**, which all graduates will have to produce to prove competencies in their degree majors. With the use of a visual template shell, Dr. Marshall was able to demonstrate exactly what this would look like, the benefits of this both for students and the college as a whole, and the role that faculty and staff can play in assisting students to achieve it.

- The President also mentioned that the College will be seeking accreditations from the International Assembly for Collegiate Business Education (**IACBE**), which is the leading outcomes-based professional accrediting organization for business programs in student-centered colleges and universities throughout the world. Also, we will be seeking accreditation from the Accreditation Council for Business Schools and Programs (**ACBSP**), a leading specialized accreditation association for business education supporting, celebrating, and rewarding teaching excellence. These accreditations are sought after with the expectation of boosting the College's marketability and reputation as an institution which offers world-class education.
- Dean Hamilton spent only a few minutes addressing how one assess **student learning outcomes** (SLOs) as the faculty attendance numbers were low and as such, these reminders will be covered in depth at the next faculty meeting. The main objective of assessing the SLOs is to ensure that students are providing evidence for achieving competencies in each course, which then acts as the catalyst for the evidence-based learning outcomes of each specific degree.
- Dr. Husemann illustrated how **course mapping to degree majors** will be carried out by giving out hand-outs of which he had mapped individual courses to the entire Associate degree in Business. Similar exercises will be done for the other degree majors.
- There were no nominations for lead instructors held during this meeting as the full faculty body was not present to conduct this activity. This will be re-scheduled for the next faculty meeting.
- Notes from the Graduate Advisory Committee will be submitted at a later date by Dr. Husemann.

Recommendations submitted:

- A town hall meeting needs to be held with all the relevant constituencies to discuss these how these learning outcomes will be assessed.
- Another strategy for outcomes evaluation may include a final comprehensive examination for all graduates.
- Faculty should ensure that the students are college-ready (i.e. pass entrance/placement exams, etc.) before moving them along.
- Every upper level course will need to have a pre-test.
- One of the faculty's roles is to find out what course, activity and at what level will adequately demonstrate competency in each degree's objective.



INTERNATIONAL COLLEGE CAYMAN ISLANDS

Winter 2015 PCRC Meeting
March 1, 2015
4:00 p.m.

Name	Academic Area
ALLVIN SRINIVASAN	Hospitality
ORREN MERREN	LAW PRACTICE
Marleine Gasuon	Psychology
Anthony Husemann	Business/ Grad School
S'rah Yisrael	Registrar
Melody Martin	HR
Melisa Hamilton	Dean
STEVEN HAYES	HOSPITALITY/BUSINESS



INTERNATIONAL COLLEGE CAYMAN ISLANDS

Winter 2015 PCRC Meeting

March 1, 2015

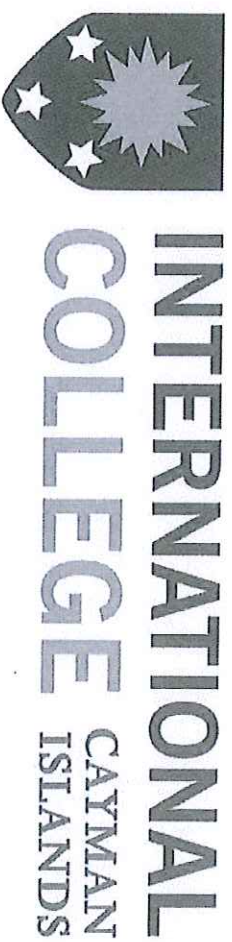
4:00 p.m.

Name	Academic Area
Michelle Grey-Willis	Library
Shari L. Kfisiu	Language Literature
Wayne McManus	Accounting
Simone Ebanks	Career Services
Clayton Garwood	IT
Neil Dumble	Education
Katherine Whitlock	English
Rosemarie Howe	Education



Winter 2015 PCRC Meeting
March 1, 2015
4:00 p.m.

[illegible]



The mission of the International College of the Cayman Islands (ICCI) is to prepare students for career placement and enhancement. The ICCI education instills attitudes, behaviors, sensitivities, skills and knowledge that are essential to life and learning. The ICCI experience advances the potential for leadership and a commitment to community service. ICCI equips graduates with practical skills of critical thinking, problem solving and self-directed learning for success in the 21st century job market.

ASSOCIATE OF SCIENCE DEGREE

Business

The A.S. in Business program offers job entry knowledge and skills to students interested in business careers. The following are the objectives for an Associate of Science in Business.

The student will be able to:

- Identify different operating systems and of the software and hardware required to carry out business tasks;
- Effectively use computers to complete tasks;
- Demonstrate comprehension of basic principles of business and management;
- Define and analyze the business decision making process;
- Examine accounting concepts for basic business decision making;
- Prepare and use financial statements; and
- Evaluate and apply micro and macro-economic theory.

All A.S. in Business degree programs include the above objectives. Students are also able to focus on specific areas to further define their study by choosing a concentration. This degree offers concentrations in Accounting, Banking, Broadcasting Management, Finance, Hotel and Tourism Management, and Information Systems Management.

The following are suggested courses for concentrations in accounting, banking, broadcasting management, finance, hotel and tourism management and information systems management.

**ASSOCIATE OF SCIENCE DEGREE
BUSINESS**

Accounting Concentration

The Accounting concentration introduces basic accounting principles and provides a background for practical accounting applications. It also gives the student exposure to both financial and managerial; accounting principles.

The added objectives when a student chooses the Accounting concentration follow.

The student will be able to:

- Perform the steps in the accounting cycle including adjusting entries, closing entries, and preparation of income statements and balance sheets;
- Identify the value of assets and cost allocation;
- Identify and comprehend disclosure requirements and ethical standards;
- Apply basic principles of costing systems;

Recognize the changing needs of financial accounting and reporting in view of information technology trends, changing nature of Generally Accepted Accounting Principles.

**ASSOCIATE OF SCIENCE DEGREE
BUSINESS**

Banking Concentration

The Banking concentration introduces students to the practical methods and theoretical concepts of the banking industry.

When a student chooses the Finance concentration, they will be able to:

- Recognize contemporary central banking and bank regulation issues comparing the US, Euro zone and the UK;
- Identify banking practice and procedures;
- Apply general principles of law to financial decision making, risk analysis and liabilities;
- Perform the steps in the accounting cycle including adjusting entries, closing entries, and preparation of income statements and balance sheets;

**ASSOCIATE OF SCIENCE DEGREE
BUSINESS**

Broadcasting Management Concentration

The Broadcasting Management concentration helps students learn the practical and theoretical aspects of program production, station operations and management.

When a student chooses the Broadcasting Management concentration, they will be able to:

- Effectively implement principles of broadcasting management for radio and television;
- Understand the process of producing original broadcasting for radio and television;
- Effectively implement the process for drafting, editing and publishing articles and news spots for use in mass media; and,
- Understand the hardware, technology and equipment necessary to operate a working radio station (ICCI FM 101.1).
- Have practical experience through internship in the broadcasting industry.

**ASSOCIATE OF SCIENCE DEGREE
BUSINESS**

Finance Concentration

The Finance concentration seeks to provide a general background for entry-level careers in the insurance and financial industry.

When a student chooses the Finance concentration, they will be able to:

- Recognize contemporary central banking and bank regulation issues comparing the US, Euro zone and the UK;
- Identify banking practice and procedures;
- Analyze insurance and different lines of insurance, product distribution, re-insurance and basic legal concepts applicable to insurance;
- Demonstrate knowledge of the principles from finance and economics and exploration of the connection between financial markets and the economy;

ASSOCIATE OF SCIENCE DEGREE

Business

Hotel and Tourism Management Concentration

The Hotel and Tourism Management concentration is tailored for those interested in supervisory level jobs in the hospitality industry, particularly the hotel business. Emphasis is management oriented though a certain amount of clerical expertise is demanded.

When a student chooses the Hotel and Tourism Management concentration, they will be able to:

- Effectively implement principles of tourism management;
- Recognize the structure, make-up, and tasks required of a "front desk operator" in the tourism industry;
- Analyze basic principles of customer service in the tourism industry;
- Understand the food and beverage process, including preparation and point of sale; and
- Have practical experience through internship in the tourism industry.

**ASSOCIATE OF SCIENCE DEGREE
BUSINESS**

Information Systems Management Concentration

The Information Systems Management concentration is designed to help provide students interested in pursuing careers in business with the basic computer literacy needed to support those careers. It may be of use to individuals seeking entry level clerical jobs related to computer input and output.

When a student chooses the Information Systems Management concentration, they will be able to:

- Effectively manage information systems;
- Identify different operating systems and the software and hardware required to carry out business tasks;
- Utilize the computer as a resource and communication tool and use of computers to complete tasks;
- Demonstrate a proficiency of Excel, Access and Word.
- Have practical experience through internship in the information systems industry.

ASSOCIATE OF SCIENCE DEGREE

General Studies

The General Studies program provides the student with a general education background for pursuing further studies.

- Apply general education skills including but not limited to the fundamentals of composition, math, and sociology;
- Create individual objectives designed based upon the course of study chosen by the student.

This degree is used for students who may choose to pursue a Bachelor degree in Human and Social Services or who wish to pursue a general course of study.

ASSOCIATE OF SCIENCE DEGREE

OFFICE ADMINISTRATION

The Office Administration program is designed to help students meet the proficiency required by employers and provide background for positions in the secretarial profession. Standards of professional ethics, conduct, and responsibility toward employer, coworkers, and profession are stressed.

The student will be able to:

- Recognize the role of professional ethics & conduct;
- Effectively manage administration office information systems;
- Identify different operating systems and the software and hardware required to carry out business tasks;
- Utilize the computer as a resource and communication tool and use of computers to complete tasks;
- Identify the responsibility of the office employee toward employer, coworkers, and profession;
- Understand the functions of an office;
- Learn to work in a team-oriented environment; and
- Demonstrate a mastery of office skills.

BACHELOR OF SCIENCE DEGREE

BUSINESS ADMINISTRATION MAJOR

The Business Administration program prepares students for careers in the accounting, banking and trust operations, insurance, risk management, and finance fields, among others by meeting the following objectives.

The student will be able to:

- Identify different operating systems and the software and hardware required to carry out business tasks;
- Effectively use of computers to complete tasks;
- Demonstrate comprehension of basic and advanced principles of business and management;
- Define and analyze the business decision making process;
- Apply Financial and Managerial Accounting concepts to the business decision making process;
- Prepare and use financial statements;
- Evaluate and apply micro and macro-economic theory;
- Use and apply statistics and empirical data for decision making;
- Use business communication skills including preparation of effective business reports and oral communication of the same;
- Apply marketing theory, use of market models and market analysis in business decision making;
- Demonstrate knowledge of finance including cash flows, investments, budgeting and portfolio management; and
- Analyze the legal nature and role of contracts, torts, negotiable instruments, and business associations.

Similar to the A.S. Business degree, Bachelor students are able to focus on specific areas by choosing a concentration, Finance or Accounting. Each concentration provides further detailed study into the particular field

While the major is offered in general Business Administration, it is possible to obtain a concentration in Accounting or Finance. The following are suggested courses for these areas.

**BACHELOR OF SCIENCE DEGREE
BUSINESS ADMINISTRATION MAJOR**

Accounting Concentration

The Accounting concentration seeks to provide the student with the fundamental theoretical background in bookkeeping, accounting, and auditing for pursuit of careers in the accounting field and for professional accounting examinations.

The added objectives when a student chooses the Accounting concentration follow.

The student will be able to:

- Perform the steps in the accounting cycle including adjusting entries, closing entries, and preparation of income statements and balance sheets;
- Identify the value of assets and cost allocation;
- Identify and comprehend disclosure requirements and ethical standards;
- Apply basic and advanced principles of costing systems to manufacturing including job order, process, and joint cost situations;
- Analyze cost and the role of cost in pricing and business behavior;
- Evaluate and apply audit evidence and procedures and purpose of audit assurance and audit services;
- Assess tax principles and the framework for determining an individual's income tax liability, as well as providing a general understanding of the tax structure for partnerships, corporations, and other taxable entities;
- Classify the appropriate accounting methods and procedures for stock investments, consolidated financial statements, consolidations involving minority interests, and estates and trusts;
- Distinguish accounting procedures in bankruptcy, estate and trust accounting, and the SEC disclosure rules and regulations; and

- Recognize the changing needs of financial accounting and reporting in view of information technology trends, changing nature of Generally Accepted Accounting Principles and business reporting on the Internet and problems of legal jurisdiction

**BACHELOR OF SCIENCE DEGREE
BUSINESS ADMINISTRATION MAJOR**

Finance Concentration

The Finance concentration is designed for those interested in pursuing managerial or consultative careers in banking, trust operations, insurance, risk management, and/or finance.

When a student chooses the Finance concentration, they will be able to:

- Recognize contemporary central banking and bank regulation issues comparing the US, Euro zone and the UK;
- Identify banking practice and procedures;
- Apply general principles of law to financial decision making, risk analysis and liabilities;
- Analyze insurance and risk management and of the different lines of insurance, product distribution, re-insurance and basic legal concepts applicable to insurance;
- Demonstrate knowledge of the principles from finance and economics and exploration of the connection between financial markets and the economy;
- Recognize public policy issues and understanding of how the most important players in financial markets, governments and central banks operate and how monetary policy is conducted;
- Illustrate the types of foreign exchange and foreign markets along with international monetary system and exchange rate systems;
- Use and apply principles of financial management of a national and multinational firms in regard to cash management, intra-firm transfer, control & capital budgeting; and
- Recognize core concepts and tools in making investment decisions, managing a portfolio and developing, implementing, and monitoring a successful investment program.

BACHELOR OF SCIENCE DEGREE

OFFICE ADMINISTRATION MAJOR

The B.S. program in Office Administration provides the opportunity for students to prepare for careers in office administration. The following are the objectives for the program.

The student will be able to:

- Recognize the role of professional ethics & conduct;
- Apply the principles of and the multifaceted challenges of administrative office management to real world experiences;
- Effectively manage administration office information systems;
- Identify different operating systems and the software and hardware required to carry out business tasks;
- Utilize the computer as a resource and communication tool and use of computers to complete tasks;
- Demonstrate awareness of the current management principles, concepts, and organizational trends;
- Identify the responsibility of the office employee toward employer, coworkers, and profession;
- Understand the functions of an office;
- Learn to work in a team-oriented environment; and
- Develop communication, learning, and decision-making skills.
- Demonstrate a mastery of office skills; and
- Prepare and use financial statements.

The program is designed to help students develop themselves as competent office managers and meet the islands need for office and administrative managers.

BACHELOR OF SCIENCE DEGREE

HUMAN AND SOCIAL SERVICES MAJOR

The purpose of the Human and Social Services major is to prepare students for careers related to social programs in the community.

The B.S. program in Human and Social Services helps students to prepare for careers related to social programs in the community. The objectives for this degree program are as follows.

The student will be able to:

- Evaluate the meaning of social problems, identify of the trends which lead to the development of social problems and contemporary methods of dealing with the problems;
- Restate role of Social Workers including the values and ethics associated with the profession;
- Analyze the students' own self-identity and personal issues which may hinder the deliverance of effective human and social services;
- Identify and apply different research methods, concepts and terminology in Lifespan Development;
- Identify and evaluate counseling techniques for community and social work;
- Evaluate the effects of social interaction on behavior and the ways in which the study of social behavior is scientific;
- Discriminate between the principles and techniques of research design and analyzing empirical data; and
- Explain and judge ways in which society is influenced by business, technology and urban influences.

MASTER OF SCIENCE IN MANAGEMENT

The graduate programs at ICCI offer courses leading to Masters' degrees to qualified students already possessing an undergraduate degree. The Master of Science in Management degree is designed to develop management and leadership skills of academically and experientially qualified individuals.

The student will be able to:

- Increase their effectiveness in private and public organizational settings;
- Demonstrate a knowledge of the general history, concepts, and processes of management;
- Demonstrate the conceptual base from which the more specific survey courses focus on professional skills in human resources, accounting, business administration, or education; and
- Apply the intellectual abilities in analysis, management, job performance, and creativity to real world experiences.

This program helps increase effectiveness in private or public organizations, define professional skills in human resources or education and develop intellectual abilities in analysis, management, job performance, and creativity. The Master of Science in Management offers a choice of concentration: Human Resources or Education.

MASTER OF BUSINESS ADMINISTRATION

The graduate programs at ICCI offer courses leading to Master of Business Administration degree. The MBA degree is designed to develop business management and leadership skills of academically and experientially qualified individuals.

The student will be able to:

- Effectively function in private and public organizational settings;
- Demonstrate a knowledge of the general history, concepts, and processes of management;
- Demonstrate the conceptual base from which the more specific survey courses focus on professional skills in human resources, accounting, business administration, or education; and
- Apply the intellectual abilities in analysis, management, job performance, and creativity to real world experiences.

Graduates lead ICCI into new era

Marshall says 2015 graduates provide benchmark for future success

JAMES WHITTAKER

jwhittaker@pinnaclemedia.com

A total of 45 students graduated from the International College of the Cayman Islands in a commencement ceremony at the Marriott resort.

Seven students earned Masters in Business Administration qualifications – the top qualification offered at the college. Five students got masters degrees, 15 got bachelor of science degrees and 18 graduated with associate degrees in a range of subjects, including finance, accounting, and human and social studies.

Premier Alden McLaughlin congratulated the students on their qualifications during the ceremony earlier this month, saying their results would put them on the route to career success.

He added, "Tonight I am supposed to impart amazing and life-changing advice; to give you the secret to success. That's easy. Work hard, stay true to yourself and work harder."

David Marshall, president of the college, said he was pleased with the results.

Mr. Marshall has introduced some controversial reforms at the college, including a minimum two

"Tonight I am supposed to impart amazing and life-changing advice; to give you the secret to success. That's easy. Work hard, stay true to yourself and work harder."

PREMIER ALDEN MCLAUGHLIN

hours of homework for every hour of class time.

He said the graduating class had benefited from some of those reforms, but he said this year's results provided a "benchmark" for the early stages of the new approach at the college.

He added that the time to judge whether his changes, which also include raising the minimum graduation requirement from a 2.0 GPA to 2.5 GPA, had been successful, would be in three years – when the class of 2017 goes through its graduation ceremony.

He said if academic results, job outcomes and business and student satisfaction with the college had not improved at that point, he expected his contract would not be renewed.

The overall GPA for the 45 graduates recognized at the Marriott on Feb. 12 was 3.25.

Mr. Marshall said it had



Forty-five students graduated from ICCI this month.

been a really strong class. He was particularly pleased with the results in the MBA, where ICCI students finished in the 60th percentile among nearly 8,000 students worldwide sitting the Major Field Test – the external examination for that program.

He said the goal was to have a steady improvement in performance on that test, as well as GPA for ICCI students, and to ensure that all other courses had similarly credible external testing.

Mr. Marshall added, "I have told the staff that if we do not reach targeted outcomes over the next three periods, that I fully expect that board should terminate me as president and all



ICCI graduates were honored at the Marriott on Feb. 12.

staff members who were not successful in maintaining their academic performance standard of students in their charge.

"If we are not preparing students to be successful or if businesses on island are not pleased with the quality of our graduates, the

board has to have the will find a team that is capable of delivering academic outcomes to position students for success."

Jane Doe: Academic ePortfolio

Home

Personal Statement

Resume

Bachelor of Business Administration Degree Program Plan

Bachelor of Business Administration Degree Outcomes

My Outcome Examples

My Outcomes in The Accounting Concentration

The Capstone

Results of the Major Field Test

The Seminars

Examples of what can be loaded to Taskstream

Jane Doe: Academic ePortfolio



Welcome to My ePortfolio



Thank you for visiting my ePortfolio. This ePortfolio showcases a variety of my academic, professional, internship, and community service work during my education at the International College of the Cayman Islands.

Contact Information

Jane Doe
jdoe@myicd.com
345-947-4100

Academic Information

Bachelor of Science in Business Administration
Accounting Concentration
Anticipated Completion Date: February 2015
GPA: Only entered if over 3.0

My Transcript

Your transcript should only be uploaded if it represents you with a 3.0 or more and you don't have multiple D's or F's on your transcript. Otherwise this section will not even appear on your ePortfolio.

Jane Doe: Academic ePortfolio

Home
Personal Statement
Resume
Bachelor of Business Administration Degree Program Plan
Bachelor of Business Administration Degree Outcomes
My Outcomes Examples
My Outcomes in The Accounting Concentration
The Capstone
Results of the Major Field Test
The Seminars
Examples of what can be loaded to Teststream

Home > My Outcome Examples

My Outcome Examples

Outcome #1

Identify different settings and the software and hardware

Narrative

In this section you will write a justification/reflection as to why you think the artifact below meets this competency.

Include the following:

An introduction to the class the artifact was completed in

An explanation of what the artifact is

If it is a group paper, explain why you have included it in a personal portfolio, and detail which sections you were responsible for

Explain how the artifact meets the competency

Explain what you learned from writing the artifact and how this is applicable to your current/future career

Artifact Example

In this section you will load the artifact in question that clearly demonstrates the outcome in question. Remember an artifact is a graded assignment: Paper, PowerPoint, Presentation, Test, case study, culminating project, capstone projects, senior theses, senior exhibits. This artifact should be a clean and perfected copy. No grades or instructor marking should be on the artifact.

Outcome #2

Effectively use computers to complete tasks

Narrative

In this section you will write a justification/reflection as to why you think the artifact below meets this competency.

Include the following:

An introduction to the class the artifact was completed in

An explanation of what the artifact is

If it is a group paper, explain why you have included it in a personal portfolio, and detail which sections you were responsible for

Explain how the artifact meets the competency

Explain what you learned from writing the artifact and how this is applicable to your current/future career

Artifact Example

In this section you will load the artifact in question that clearly demonstrates the outcome in question. Remember an artifact is a graded assignment: Paper, PowerPoint, Presentation, Test, case study, culminating project, capstone projects, senior theses, senior exhibits. This artifact should be a clean and perfected copy. No grades or instructor marking should be on the artifact.

Outcome #3

Demonstrate comprehension of basic and advanced information of business and management



Consider the Following Scenarios

1. A student is three weeks away from graduating with an associate degree. He/She has turned in a one-page typed assignment with no punctuation except for a period at the end of the long run-on paragraph. You look in the grading system database and discover that the student has earned an A in English.
2. A student is three weeks away from graduating with an associate degree. He/She has turned in a one-page typed assignment with significant subject/verb agreement issues. You look in the grading system database and discover that the student has earned a B in English.
3. Two students take a pre-employment exam for a job at a local government agency. The exam requires a minimum pass on a basic math exam. Both students fail the pre-employment basic math test. You look in the grading system database. Both students earned a C in math.

4. You refer two students to a local accounting firm for a possible job/internship. They are required to take a basic accounting test which includes a section covering debits and credits. The firm tells you directly that the test is “very easy” and “very basic” by any measure. Neither of your students is able to pass the test. You look in the grading system database. Both students earned a B in accounting.

5. A student who is in a developmental English class where the instructor in the class is still reviewing conjugations of the verb “to be” and other basic subject/verb agreement lessons. The instructor is doubtful that the student will make it out of the class successfully. You look in the grading system database. The student has taken a public speaking class and earned an A.

6. You teach a Business, Math, IT, or Science course. You give students an assignment that does require a good deal of writing. Although you notice multiple errors in grammar in the papers that two students turned in, you award the students an A on the assignment. After all, these students beautifully mastered the subject matter content of the assignment. You figure that as long as they have the content down, it is not your job to grade them on writing. It is appropriate to give them an A in the course even though you know there are significant problems with their writing and/or speaking skills.



ACBSP ACCREDITATION COUNCIL FOR BUSINESS SCHOOLS & PROGRAMS

Select Language ▼

11520 West 119th Street
Overland Park, KS 66213 USA
Rue Abbé Cuypers, 3
Brussels, 1040, Belgium
1 Jr. Las Calandrias 151 - 291
Santa Anita - Lima 43 - Perú
info@acbsp.org


[Contact Us](#) | [Sign In](#) | [Join or Renew](#)

Enter search criteria...

[ACBSP Home](#)[About ACBSP](#)[Accreditation](#)[Membership](#)[Prospective Members](#)[Students](#)[Business & Industry](#)[Events](#)[Career Center](#)[Resource Library](#)[Capital Campaign](#)[Honor Societies](#)[Newsroom](#)

Tweets

Follow



Want to start a #deltamudelta honor society chapter at your school? Watch this video to learn more.

ow.ly/H1a9
[Show Media](#)

What are others saying about #ACBSP2015?

pic.twitter.com/rIM9dXAD

Tweet to @ACBSPAccredited



Welcome

The Accreditation Council for Business Schools and Programs (ACBSP)

...is a leading specialized accreditation association for business education supporting, celebrating, and rewarding teaching excellence

MISSION

ACBSP promotes continuous improvement and recognizes excellence in the accreditation of business education programs around the world.

VISION

Every quality business program worldwide is accredited.

[Read More >](#)

Follow Us:



ACBSP TV

ACBSP in Latin America


[View more ACBSP videos >](#)

ACBSP Members in the News

- LSSU School of Business gains global accreditation January 14, 2015

Posted Jan. 11, 2015 @ 12:15 pm From: Sault Ste. Marie Evening News The Lukenda School of...

- Grove City College Business Program Gets Accreditation January 14, 2015

Tuesday, January 13, 2015
<http://businessjournaldaily.com/education/grove-city-college-business-program-gets-accreditation-2015-1-13> GROVE CITY, Pa. -- The Accreditation Council for Business Schools and Programs, Overland...

- Business students at Alvernia Give Back to the Reading, PA Community December 15, 2014

Numerous nonprofit organizations have benefited over the years from the service-learning component that's built into undergraduate and graduate business...


[Read more ACBSP Members in the News](#)

ACBSP News

- Jeffrey Alderman Appointed New Chief Executive Officer of ACBSP February 26, 2015

OVERLAND PARK, KS, USA (February 26, 2015) The Board of Directors of the Accreditation Council for Business Schools and...

- ACBSP Executive Director/CEO Douglas Viehland Retires February 28 February 3, 2015

OVERLAND PARK, KS, USA (February 2, 2015) Douglas G. Viehland, CAE, has been Executive Director/CEO of the Accreditation...

- ACBSP Grants Accreditation to 27 Colleges and Universities in Four Countries January 13, 2015

OVERLAND PARK, KS, USA (January 13, 2015) The Accreditation Council for Business Schools and Programs (ACBSP), www.acbsp.org, has granted...


[Read more ACBSP News](#)

Copyright © 2013 ACBSP. All Rights Reserved

All material, files, logos and trademarks within this site are copyrighted by their respective organizations.
Accreditation Council for Business Schools & Programs | info@acbsp.org | (913) 939-9356 | +32 2 741 24 26

Partnering with colleges and universities
in preparing today's business students
for tomorrow's workplace

[Home](#) • [A-Z Index](#) • [Site](#)

[Find it Fast > Quick Links](#)

Saturday • 28 February • 2015

[About the IACBE](#) [Membership](#) [Accreditation](#) [Outcomes Assessment](#) [Quality Assurance](#) [Member Services](#) [Conferences-Workshops](#)
[Newsroom](#) [Special Initiatives](#)

Promoting Excellence in Business Education Worldwide

The International Assembly for Collegiate Business Education (IACBE) is the leading outcomes-based professional accrediting organization for business programs in student-centered colleges and universities throughout the world. The IACBE exists to promote, develop, and recognize excellence in business education.



IACBE Home

[A Message from the President](#)
[About the IACBE](#)
[CHEA Recognition](#)
[How to Become a Member](#)
[Member Status Information](#)
[Corporate Sponsors](#)
[Sponsorship Opportunities](#)
[IACBE Affiliates](#)
[A-Z Site Index](#)
[Site Map](#)
[FAQs](#)
[Contact](#)

Welcome to the International Assembly for Collegiate Business Education

The IACBE – Advancing Academic Quality and Recognizing its Achievement

The IACBE is the leader in mission-driven and outcomes-based programmatic accreditation in business, and it exists for the purposes of advancing academic quality and excellence in business education throughout the world. It is the philosophy of the IACBE that academic quality and excellence in business education should be measured in terms of the overall level of performance of an academic business unit (department, division, school, college of business, etc.) relative to its mission. This emphasis on mission-related performance is integral and fundamental to the entire quality assurance process of the IACBE. [→More](#)



Advancing Academic Quality in
Business Education Worldwide

Upcoming Events



[IACBE Annual Conference – 2015](#)
Baltimore, Maryland, USA



[IACBE Summer Institute – 2015](#)
Lenexa, Kansas, USA

Spotlight on IACBE News...

Annual IACBE Summer Institute to be Held in July 2015

(February 2015) – The Board of Directors, the Board of Commissioners, and the staff of the International Assembly for Collegiate Business Education (IACBE) are pleased to invite you to our annual Summer Institute to be held on July 15-17, 2015.

[→ Institute Webpage](#)



The IACBE Announces Recent Accreditations

(December 2014) – The Board of Commissioners of the International Assembly for Collegiate Business Education (IACBE) is pleased to announce that the academic business units in the following colleges and universities have recently earned first-time accreditation or reaffirmation of accreditation:

