

# **Mission and Outcomes Development Worksheet # 1**

## **Academic Programs**

Associate of Science in  
Business Administration

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### **Academic Program**

Fall 2008 - Spring 2009

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### **Assessment Period Covered**

February 27, 2009

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### **Date Submitted**

#### **Institutional Mission/Strategic Goal:**

**Mission:** Historically diverse, uniquely Micronesian and globally connected, the College of Micronesia-FSM is a continuously improving and student centered institute of higher education. The college is committed to assisting in the development of the Federated States of Micronesia by providing academic, career and technical educational opportunities for student learning.

#### **Strategic Goal (*which strategic goal(s) most support the services being provided*):**

Promote learning and teaching for knowledge, skills creativity, intellect and the abilities to seek and analyze information and to communicate effectively.

#### **Division Mission Statement:**

The Business Division of the College of Micronesia-FSM is committed to provide academic, career and technical educational opportunities in the fields of accounting, business, and computer information systems as gateways to the students' personal and professional growth, and for the economic development and self-reliance of the Federated States of Micronesia.

#### **Academic Program Mission Statement:**

Development of the private sector as key to promoting national economic self-sufficiency/self-reliance is one of the goals of the College of Micronesia-FSM. The A.S. in Business Administration Program offers courses designed to address this goal, by equipping those entering the business world with entry-level skills, upgrading skills for those already in businesses, and providing a stepping stone for those wanting to pursue a higher degree in the field.

**Academic Program Outcomes: (as currently approved)**

By the time the student completes the A.S. degree program in Business Administration, he/she will be able to:

1. Demonstrate basic knowledge of each of the functional areas of business – accounting, finance, marketing and management – by defining the emphasis of each of the areas in an organization and describing their interrelationship in an organization’s attempt to achieve its objectives.
2. Demonstrate an understanding of basic accounting procedures by performing all the activities of the accounting cycle: analysis of source documents; journalizing and posting of transaction, adjusting, closing and reversing entries; and preparation of trial balances and simple financial statements.
3. Evaluate the financial performance of a non-complex business by making an accurate analysis and interpretation of the firm’s financial statements.
4. Demonstrate competency in business mathematics by accurately performing common business computations, including but not limited to such computations as for interest, depreciation, discounts, markups, present and future values, risk and return and stock transactions – and related statistical computations.
5. Demonstrate a basic understanding of the legal environment of business, both in general and in the FSM, by explaining how laws and other legal issues affect business in the FSM and elsewhere.
6. Demonstrate a basic understanding of the economic environment of business by explaining the vital micro and macroeconomic variables that influence business decisions.
7. Apply various computer applications, including word processing, spreadsheet, database, presentation and other specialized applications to manipulate and analyze information and generate and present reports in the various functional areas of business.
8. Identify common ethical challenges that face business and determine realistic alternatives to deal with the challenges.
9. Demonstrate a basic understanding of globalization and its implication for business by explaining the opportunities and challenges created by globalization in all aspects of business operations.

## **Program Review Improvement Outcome**

One improvement outcome of this program review is the proposed shorter version of the Academic Program Outcomes, also known as Program Learning Outcomes (PLOs), as follows.

Upon completion of the degree program, the student will be able to:

1. Demonstrate basic knowledge and/or skills in the different functional areas of business – accounting, management, marketing, economics, and finance – by emphasizing their importance in an organization and describing their interrelationship in the organization’s attempt to achieve its objectives.
2. Demonstrate basic knowledge and skill in business mathematics and elementary statistics by accurately performing common business computations, statistical data presentation and analysis.
3. Demonstrate basic knowledge and skill in intercultural writing and speaking appropriate for business.
4. Demonstrate a basic understanding of the legal environment and ethical challenges confronting business in general and in the FSM, from both local and global perspectives.

This proposal is consistent with the College of Micronesia-FSM Institutional Assessment Plan (IAP) Handbook which recommends 3-5 as the appropriate number of program learning outcomes.

**Academic Program Goals (*General Statements about knowledge, skills, attitudes, and values expected in graduates*).**

1. To equip those entering the business world with basic knowledge and entry-level skills appropriate for future employment or entrepreneurial pursuits.
2. To upgrade skills for those already employed or engaged in business; and
3. To provide a firm foundation in terms of basic knowledge and skills as stepping stone for those wanting to pursue a higher degree in the field.