



Office of the President

April 2, 2024

Crystal Kallik, Department Chair  
Business

Dear Crystal Kallik,

Thank you for all the work you put into completing your comprehensive program review. It has been reviewed by the College Planning Committee and the Executive Team. The College Planning Committee feedback is attached. Below, you will find comments, commendations, and recommendations from the Executive Team. These are provided for incorporation into your annual program planning processes. Typically, recommendations require planning improvements that will be implemented over time. Thus, in your subsequent annual mini-reviews, you'll want to provide updates on progress made towards addressing these recommendations.

**Comments:**

- The program is made up of, Business, Accounting and Medical Assisting departments. Each of these areas prepares students for the workforce and offers certificates of completion and degrees in these fields.
- The Business AST is the third-highest awarded degree at the college.
- Enrollment has grown over the last five years but is still below its peak from 2020-21.

**Commendations:**

1. The resurgence of student interest in extra-curricular activities in the discipline.
2. The Department has a goal of increasing workplace learning opportunities in Accounting and Business programs.
3. The Program has recently updated the curriculum for its Bookkeeping degree and hired new full-time faculty. This should help to revitalize this program.

**Recommendations:**

1. Although enrollments have grown over the past five years, they are still down slightly compared to their peak in 2020-21. The department is encouraged to continue to work to increase enrollment and explore offering relevant innovative business curriculum pathways. Hopefully, the newly hired full-time faculty member will help with this.

*Ventura College will be a beacon of learning — a source of inspiration and guidance — for our students and community.*

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2. Develop support mechanisms for students and continue staff professional development to address course success rate gaps that are evident with the department's Black and Hispanic students.

CPC's overall recommendation is to sustain the program, to which I concur. Thank you again for your dedicated work in improving outcomes for our students.

Sincerely,



Kimberly Hoffmans, R.N., Ed.D.

President

Ventura College

cc: Debbie Newcomb, Dean of Student Learning

Jennifer Kalfsbeek-Goetz, Vice President, Academic Affairs

# Default Report

*CPC Program Review Feedback Form - Business*

November 17, 2023 1:15 PM PST

## Q2 - What is this program doing well?

What is this program doing well?

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Business is one of the most popular majors among VC students. The Business department also offers multiple programs and certificates that are relevant to today's job market.

Most everything is being done very well within the Business department. Impressive enrollment numbers, award numbers across the board. The program keeps up with curriculum development and seeks to improve continuously within their programs and courses which is clear by their outcome and related work. The updates coming for Accounting Technician and data systems/science including collaboration with Comp. Sci is another indication of a thriving program.

Collaborating within the Department, building or updating curriculum, and the amount of degrees, certificates and transfers

Fill Rates, completions, forward looking for the field and the needs of students, idea for a "harbor" for students.

Student enrollment, course updates and diversification to remain relevant and current on business trends

Almost everything. Very impressive.

### Q3 - What could this program improve upon?

What could this program improve upon?

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Continue to be relevant to the job market with programs offered to the students (as plan).

I would recommend having Medical Assistant program stand out from Business such as when ACCT was introduced as a discipline. Some students may have a difficult time tracking the degree/cert requirements for Med Assistant programs if not familiar with website/catalog/program mapper.

N/A

Cross department collaboration.

Update current technology being used in a phased approach, so as not to overwhelm IT and deplete resources too quickly.

Didn't see anything major.

## Q6 - How well do the program's objectives align with the VC Educational Master Plan?

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Well

Very well as they did present solid numbers for transfer and completion and course success.

Fits on building curriculum and enrollment

align well

Very well

Seem to align.

## Q8 - I recommend the following course of action for this program:

#	Field	Choice Count
1	No action needed	83.33% 5
2	Strengthen the program	16.67% 1
3	Reduce the program	0.00% 0
4	Review for discontinuance	0.00% 0

6

Showing rows 1 - 5 of 5

**End of Report**