**Executive Summary**

(After completing the questions on the next few pages, please replace this area with a written executive summary of the questions that follow, including your data analysis, findings, action plan, and improvements you have already made. This will be the top sheet of your report. This summary should be at least a paragraph, and can definitely be longer if desired.)

The Medical Assisting Program PLO data showed that 100% of CLOs were achieved by 100% of students. These findings resulted in the program decision to not make any changes to the instructional process, courses or CLO statements. An action plan was not deemed necessary, so none was created.

**Faculty Included in the Preparation and Sharing of this Report:**

Shirley Buzbee, Program Director

Amy Duffy, Faculty

Medical Assisting Advisory Committee

**Please provide a brief and cogent narrative in response to each of the following questions.**

1. Provide a quantitative analysis for each PLO your CLOs inform. Provide the total number of students who passed/total number of students assessed in each PLO column *and* the corresponding PLO passing rate as an aggregated percentage*.*

**AWARD (and corresponding PLO) Students Passed/Assessed TOTAL RATE**

Per Eileen, will be completed by her.

1. Reflect on, consider and analyze the data you have**. What does your CLO data tell you about how** **your students are achieving PLOs?** Be detailed, descriptive and analytical in this qualitative assessment of each PLO in relation to your CLO data. **Are your results satisfactory?**

The CLO data indicates that students are successfully achieving the PLOs. The correlation shows that students are successful in both achievement of the Certificate of Completion and the Associate of Science in Medical Assisting Degree.

* 100% of students met each CLO objective for the Medical Assisting Certificate
* 100% of students met each CLO objective for the Medical Assisting Associate of Science Degree

1. Your department and the college should be making improvements based on student learning outcomes assessment, and we need to continue to document and share the improvements and progress you have already made. Did you make any changes in your CLO or PLO statements or analysis during the last cycle or recently? Did you receive funding for resources requests that were aimed to improve assessment results? Did you make any improvements in the areas of teaching and instruction processes, your courses, or your program? *Please explain your accomplishments and provide details about your efforts.*

Because of the 100% success rate, the Medical Assisting Program did not make any changes in our CLO or PLO statements or analysis during the last cycle. The program did not receive funding for resources requests that were aimed to improve assessment results.

1. **Action Plan.** Based on the assessments and analysis you have provided, please consider what changes or improvements you would like to make, which might include updating your CLO statements, modifying course outlines, rethinking instruction efforts, using different assessment instruments, asking for additional resources to improve assessment results, etc. ***Based on the analysis, provide an action plan for improvement that draws on your assessment results and efforts.***

Based on the analysis of data, there were no changes or improvements identified as needing implementation.