I - Institutional Information

To complete this section, first click on the Edit/Checkout button. Then copy and paste the headings into the Institutional Response box below and enter your 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.

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:

QA Report

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

Assigned To
Not Assigned

Institution Response

List All Accredited Programs (as they appear in your catalog):
A.S. Accounting; A.S. Business Administration; A.A.S. Business - Management Concentration; A.A.S. Business - Administrative Professional Technology Concentration

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.
All JSCC business programs are ACBSP accredited and are signified by the accreditation emblem on the main external Business 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)
Paris, TN is a 'site', not an official Jackson State center.

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):

If you need a table that is not in the evidence file for the following report on removing notes or conditions please contact the office.

Remove Note:

Remove Condition:

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

QA Report

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

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 April 2017 site visit and forwarded our campus response to those back to the ACBSP.

Sources

There are no sources.

III - Public Information

Item III in the QA report applies to Criterion 6.11 in the *Standards and Criteria* book.

Accredited business programs must routinely provide reliable information to the public on their performance, including student achievement.

1.   Provide evidence on the main business page website, or on business program websites, that demonstrate accredited programs provide information to the public on business student achievement. For example, evidence of business student achievement may include aggregate data by accredited programs regarding some of the following business student achievement measures:

·   Attrition and retention

·   Graduation

·   Licensure pass rates

·   Job placement rates (as appropriate)

·   Employment advancement (as appropriate)

·   Acceptance into graduate programs

·   Successful transfer of credit

·   Other

Note: Website links submitted to document the implementation of this requirement must be on the business landing page, clearly identified, and lead directly to information regarding business student achievement. Provide the link in Section III of the online reporting portal.

QA Report   **Status:** Not Started | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

Jackson State provides information on college performance annually via the college's Institutional Research and Accountability, "Student Achievement" website. The business program placement results are included within the other campus placement rates on this site.

The Business program's main web page indicates successful accreditation status with ACBSP.

The Business website's "Program Information" has information on:

a. top career fields for graduates

b. length of program

c. number of annual graduates

d. graduates program retention results

e approximate cost of programs

f job placement

The above information is also shared publicly with the advisory committee during the annual meetings and, as applicable, on marketing materials.

Sources

There are no sources.

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.

QA Report

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

Assigned To
Not Assigned

Institution Response

a. No organizational structure changes have occurred since the 2017 report, but administrative changes have.

Since 2017, the college has had a change in the President of Jackson State Community College. Dr. Allana Hamilton served as the fifth college president from 2018 - May 2020. She was promoted on to the Tennessee Board of Regents office in April 2020.

Presently Dr. George Pimentel is the sixth college president and began in July 2020. Prior to joining JSCC, Dr. Pimentel was VPAA at a sister TN community college, Volunteer State, serving there over twenty five years.

The balance of the college organizational structure remains the same as noted in the attached JSCC Organizational Chart.

b. No new sites have been added since the last report. However, JSCC has been provided space by Henry County, TN to offer classes at the Adult Higher Education Center in Paris, TN. The college employs a full-time staff to coordinate offerings. The location provides space to offer credit, adult education, and workforce development classes. The location is included in the inventory of instructional sites reported to the Tennessee Higher Education Commission (THEC) and to SACSCOC. The location has not reached the offering of 50% of the credit hours of a degree program threshold that requires formal substantive change evaluation and approval by SACSCOC. The college does anticipate making a substantive change application within the next few years as offerings at the location increase.

Sources

- JSCC Org Chart 10.1.2020

2 - Standard 2 Strategic Planning

You do not have to respond to Standard #2 Strategic Planning if you do not have any notes or conditions in this standard.

QA Report

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

Assigned To
Not Assigned

Institution Response

Not applicable; no notes or conditions were noted in the prior reaccreditation repot.

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 in the ACBSP Documents Folder. 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.

QA Report

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

Assigned To
Not Assigned

Institution Response

See attached Table 1, Standard 3 for detail information on this requirement.

Sources

- Table 1 Evidence File Std 3 2021 Report Final

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 Table 2 for Standard 4 Student Learning Results found under the Evidence File in the ACBSP documents folder above.

1. Provide a **minimum of three examples of assessment data**, reporting what you consider to be the most important data. It is not necessary to provide results for every process.
2. **You must have at least one example of results for each accredited program.**

QA Report

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

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 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 business.

Business Program (A.A.S.): Administrative Professional Technology 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 Program (A.A.S.): Management Concentration

Concentration Mission Statement: The Business - Management 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 2, Standard 4 Evidence file below.

Sources

- Table 2 Evidence File Std 4 2021 Final

5 - Standard 5 Faculty and Staff Focus

a. **Faculty and Staff Focus** Complete Table 3a 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 3b. 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.

QA Report

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

Assigned To
Not Assigned

Institution Response

a. See Table 3a, Standard 5A - *Faculty and Staff Focused Results*.

b. See Table 3b, Standard 5b - *New Full-Time and Part-Time Faculty Qualifications*. Since the 2017 ASBSP self-study/onsite re-accreditation report, there have been only two new faculty instructors for Jackson State. Reference new full time faculty, Dr. Christy Young's resume in the evidence links.

Sources

- Table 3a Evidence File Std 5A 2021 Final
- Table 3b Evidence File Std 5B 2021 Final
- Young C Resume

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 degree programs that have changed names whether or not there are curriculum changes. This information will be used to update your list of accredited programs on the ACBSP website.

3. 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.

4. 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.

5. Provide three or four examples of organizational performance results, reporting what you consider to be the most important data, using Table 7 - Standard 6 - Organizational Performance Results, found under the Evidence File tab above. It is not necessary to provide results for every process.

QA Report

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

Assigned To
Not Assigned

Institution Response

1. Since the 2017 Self Study/Re-Accreditation site visit one of the business concentrations has been renamed and several course rubrics updated. This revision was implemented by the Tennessee Board of Regents to provide ease of course transferability across the thirteen community colleges and their statewide common curriculum project.

The AAS Business - Administrative Office Professional concentration is now known as AAS Business - Administrative Professional Technology.

The Jackson State Community College program updates were validated via the March 2016 JSCC Curriculum Committee process. See signed meeting minutes. The detail for the new concentration name and updated course rubrics are noted in Table 5, Standard 6 Curriculum Summary.

2. No 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. Selected organizational performance results are noted within [Table 7 for Standard 6.](#)

Sources

- CC minutes 3.17.16 signed paged 19 to 20 APT
- Table 5 Evidence File Std 6 2021 Report Final
- Table 7 Evidence File Std 6 2021 Report Final