

## Key Findings

### Finding per Measure

#### ▼ Communication Studies Outcome Set

To prepare students to communicate effectively in their professional, personal and civic lives

#### Student Learning Outcome: 1. Students will demonstrate competency in face-to-face communication

- a. Students will choose the appropriate communication medium and level for situation.
- b. Students will demonstrate the ability to clearly structure a message and express ideas.
- c. Students will utilize strategies to monitor comprehension.

#### ▼ Measure: Co-op Supervisor's Evaluation Form

Details/Description:	The Supervisor's Evaluation form was developed in AY 2004-2005 and AY2005-2006. The pilot began in AY 2007-2008. Data collection began in AY2008-09.
Acceptable Benchmark:	80% of AOS and AAS students will receive an average score of "4" or higher on the face-to-face communication rating on the supervisor's co-op evaluation form.
Implementation Plan (timeline):	Annually
Key/Responsible Personnel:	Department Chair

#### Findings for Co-op Supervisor's Evaluation Form

Summary of Findings:	17 out of 18 students (94%) received satisfactory or above from their co-op supervisors.
Results:	Acceptable Benchmark Achievement: Exceeded
Recommendations :	
Reflections/Notes :	

**Student Learning Outcome: 2. Students will demonstrate competency when initiating and replying to email**

- a. Students will choose the appropriate communication medium and level for situation.
- b. Students will demonstrate the ability to clearly structure a message and express ideas.
- c. Students will utilize strategies to monitor comprehension.

▼ **Measure:** Communication Outcomes Assessment Rubric

Details/Description:	The Supervisor's Evaluation form was developed in AY 2004-2005 and AY2005-2006. The pilot began in AY 2007-2008. Data collection began in AY2008-09.
Acceptable Benchmark:	80% of AOS and AAS students will receive an average score of "4" or higher on e-mail communication rating on the supervisor's co-op evaluation form.
Implementation Plan (timeline):	Annually beginning in AY2014-2015
Key/Responsible Personnel:	Department Chair

Findings for Communication Outcomes Assessment Rubric

Summary of Findings:	13 out of 17 (76.7%) students received satisfactory rating related to communicating through email.
Results:	Acceptable Benchmark Achievement: Not Met
Recommendations :	
Reflections/Notes :	

**Overall Recommendations**

No text specified

**Overall Reflection**

No text specified