



Academic Program Assessment Report for AY 2023-2024

Program: Nonprofit Administration minor
Steffen

Date report completed: June 5, 2024

Completed by: Leticia L.

Assessment contributors (other faculty involved): Leticia Steffen

Please describe the 2023-2024 assessment activities and follow-up from prior years for your program below. Please complete this form for each undergraduate major and graduate program (e.g., B.A., B.S., B.A.S, M.S., DNP, etc.) as well as stand-alone minors, or certificates in your department. Thank you.

Brief statement of Program mission and goals: The nonprofit administration minor is a multi-disciplinary program designed for students wanting to pursue careers in nonprofit organizations that include the arts, human services, recreation, chambers of commerce, civic efforts, and health care. The nonprofit administration minor supports the mission of the university by providing students with an educational experience that strengthens their problem-solving abilities and prepares them to navigate work in a rapidly changing world.

I. Assessment of Student Learning Outcomes (SLOs) in this cycle. Including processes, results, and recommendations for improved student learning. Use Column H to describe improvements planned for 2023-2024 based on the assessment process.

A. Which of the program SLOs were assessed during this cycle? Please include the outcome(s) verbatim from the assessment plan.	B. When was this SLO <u>last</u> reported on prior to this cycle? (semester and year)	C. What method was used for assessing the SLO? Please include a copy of any rubrics used in the assessment process.	D. Who was assessed? Please fully describe the student group(s) and the number of students or artifacts involved (N).	E. What is the expected proficiency level and how many or what proportion of students should be at that level?	F. What were the results of the assessment? (Include the proportion of students meeting proficiency.)	G. What were the department's conclusions about student performance?	H. What changes/improvements to the <u>program</u> are planned based on this assessment?
The student should be able to identify the basic components in any nonprofit organization.	Spring 2021	Assessment of final paper in nonprofit course	N = 8 (sample of final papers taken from the MAE 472: Nonprofit Organizations & Communication	90% of students assessed should achieve average or	100% of students assessed achieved average or above level on paper	As evidenced by the assignment completed, student	No changes based on this assessment; see note in comments below.

			course. Note: The MCCNM 370 course, which is referenced in the assessment plan, has been changed to MAE 472. In this course, students complete a final assignment in which a nonprofit business proposal is written and presented.)	above level on paper		performance meets expectations in this SLO.	
The student should develop a strategic plan for a new nonprofit organization.	Spring 2021	Evaluation of nonprofit supervisor and student's self-report of the experience	N = 8 (sample of final papers taken from the MAE 472: Nonprofit Organizations & Communication course. Note: The MCCNM 370 course, which is referenced in the assessment plan, has been changed to MAE 472. In this course, students complete a final assignment in which a nonprofit business proposal is written and presented.)	90% of students assessed should achieve average or above level on paper	100% of students assessed achieved average or above level on paper	As evidenced by the assignment completed, student performance meets expectations in this SLO.	No changes based on this assessment; see note in comments below.
The student should apply knowledge of nonprofit organization within	Spring 2021	Evaluation of nonprofit supervisor and	N = 1 (enrollment in NPA 494 course)	100% of students should receive above average	Student received above average evaluation from internship site	Student met the goal for this SLO	No changes based on this assessment; see note in comments below.

a nonprofit setting. All students completing the nonprofit administration minor are required to complete an internship with a nonprofit organization.		student's self-report of the experience		evaluations from supervisors; 100% of students should report adequate preparation to contribute to the internship setting	supervisor and the student's self-evaluation indicated appropriate preparation to complete the internship		
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Comments on part I reporting:

Students assessed (not all of whom were nonprofit administration minors) met the goals of each SLO. The NPA minor curriculum was reorganized in 2023-24 due to ongoing low enrollments in the minor. Changes will go into effect in AY 2024-25 and provide a wider range of courses that students can take to fulfill the minor requirement (courses across the university are included). The minor is currently housed in the CHASS Dean's Office but given the low enrollments in the minor, the inclusion of courses from across the university in the minor and the need to provide more support for recruiting and retaining minors, the CHASS Dean will talk to the Center for Honors and Leadership about possibly moving the minor into that area. This should result in stronger recruiting of students who would benefit from the nonprofit administration minor as well as more focused administration of the minor, including assessment. The CHASS Dean will also work with the CHL to revise the assessment plan for the NPA minor.

II. Closing the Loop. Describe at least one data-informed change to your curriculum during the 2023-2024 cycle. These are those that were based on, or implemented to address, the results of assessment from previous cycles.

A. What SLO(s) or other issues did you address in this cycle? Please include the outcome(s) verbatim from the assessment plan.	B. When was this SLO last assessed to generate the data which informed the change? Please indicate the semester and year.	C. What were the recommendations for change from the previous assessment column H and/or feedback?	D. How were the recommendations for change acted upon?	E. What were the results of the changes? If the changes were not effective, what are the next steps or the new recommendations?
All three SLOs are assessed when we have a student graduate from the NPA minor.	Spring 2021	The last three years of assessment reports did not include adequate data to allow for recommendations.	N/A	N/A

Comments on part II follow through:

N/A (see comments above)