



September 5, 2012

Dr. Margaret Boudreau  
Western Technical College  
400 Seventh Street North  
LaCrosse WI 54601

Dear Dr. Boudreau:

**Technical Skills Attainment Phase II Approved**

Program: 10-101-1 ACCOUNTING  
TSA Type: WTCS State Approved Assessment  
Education Director: Moira Lafayette, (608) 266-1287

Your college's request for approval of the Technical Skills Attainment for the program listed above has been approved. Your district may now start reporting students to client reporting for the current fiscal year. Please contact the Education Director listed if you have any questions regarding this approval.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kathleen Cullen".

Kathleen Cullen  
Vice President, Teaching and Learning

cc: Dr. Lee Rasch, Western  
Moira Lafayette, WTCS  
Tracy Dryden, Western  
Janice Strupp, Western



**Daniel Clancy, President**  
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APR 16 2012

# Technical Skills Attainment Approval Phase 2

Western Technical College

TSA Type: 200 Internal Assessment

Program/Course Name 101011 - Accounting

Education Director  
Moira Lafayette

Date TSA Approval Received	Date TSA Approval Routed
4/16/2012	4/16/2012

Two Capstone projects in Cost Accounting and in Management Accounting Project will be the basis for assessing program outcomes.

District is assessing only required outcome 1-6.

TSA Approved

TSA Approved Disapproved

Signed off by Moira Lafayette

*Moira Lafayette*

Date \* 4-27-2012

Signed off by Associate Vice President Office of Instruction

*Christie Sweet*

Date 8-24-2012  
~~8/31/12~~

Signed off by Vice President Teaching and Learning

*K. Cullen*

Date 9.4.12

Approved as modified

\* Curriculum Book updated with Core outcomes only in July 2012 to list only core 6 outcomes on Rubric & Outcome Summary as

## WTCS TSA Implementation Plan Approval Checklist Phase II

(System Level Checklist to Be Completed by WTCS Education Director)

Program Title: Accounting Program Number: 10-101-1

College requesting approval: Western Technical College

College Contact: Tracy Dryden

Rate how the TSA College Implementation Plan meets the following WTCS criteria. The plan must fully or partially meet all criteria. Justification/explanation must be given in order to grant approval if there are any "partially met" ratings.

Criteria - The WTC System TSA Implementation Plan:		Ratings
1.	Includes comprehensive description as to how the TSA Assessment Plan will be implemented?	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> not met
2.	TSA Assessment Plan has well-defined program outcomes and a specific plan as to how they will assess those outcomes on students at their college? ( <i>Program Outcome Summary must be attached.</i> )	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> not met
3.	Includes performance-based curriculum and learning opportunities in place to assist the students in being successful on the assessment of the core program outcomes? ( <i>WIDS Analyzer Report must be attached OR other documentation showing links between program outcomes and courses.</i> )	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> partially met <input type="checkbox"/> not met
4.	If using a WTCS Scoring Guide: Includes comprehensive description as to how the Phase I scoring guide is incorporated locally? Additionally, does this description detail how the student will be prepared to be successful? ( <i>Scoring guide must be attached.</i> )	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> partially met <input type="checkbox"/> not met
5.	Includes adequate description as to how the college will inform the students of the assessment format, conditions, performance criteria and standards of performance?	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> partially met <input type="checkbox"/> not met
6.	Includes adequate description as to how the students will receive feedback on their performance of the assessment?	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> partially met <input type="checkbox"/> not met
7.	Includes comprehensive description of the college's process in collecting and managing pass/fail data on program outcomes for program students, including how and when the college will report required data via the Client Reporting System.	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> not met
8.	Includes documentation of advisory committee support of the TSA Assessment Plan?	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> partially met <input type="checkbox"/> not met

Criteria - The WTC System TSA Implementation Plan:		Ratings:
9.	If <u>third-party assessment type</u> , the district has demonstrated the ability to acquire the student level data required for reporting of the Technical Skill Attainment.	<input type="checkbox"/> fully met <input type="checkbox"/> not met <input checked="" type="checkbox"/> NA
10.	Signatures from district ISA, SSA and Client Reporting Contact are submitted.	<input checked="" type="checkbox"/> fully met <input type="checkbox"/> not met NOTE: request cannot be approved until both ISA and SSA signatures are provided.

I **recommend** approval of this TSA Implementation Plan for this program as it fully or partially meets each WTCS requirement. Comments for partially-met ratings are as follows :

I **do not recommend** approval of this TSA Implementation Plan for this program as it doesn't meet each WTCS requirement. I recommend the following improvements in order to be reconsidered for WTCS approval :

Education Director Name Moira Lafayette Date 4-27-2012

Education Director Signature Moira Lafayette

Associate Vice President Name Annette Surp Date 8/31/12

Associate Vice President Signature Annette Surp

## Lafayette, Moira

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**From:** Dryden, Tracy <DrydenT@westerntc.edu>  
**Sent:** Wednesday, May 02, 2012 11:46 AM  
**To:** Lafayette, Moira  
**Cc:** Strupp, Janice  
**Subject:** FW: Accounting Program Outcomes

Hi Moira,  
This email confirms that Western will not be assessing the optional TSA outcome. Thanks.  
Tracy

**From:** Kettelson, Karen  
**Sent:** Friday, April 13, 2012 4:54 PM  
**To:** Strupp, Janice  
**Cc:** Dryden, Tracy  
**Subject:** RE: Accounting Program Outcomes

Janice,

Since the governmental program outcome is optional and we don't teach governmental concepts, I won't be updating a program map to reflect a governmental program outcome.

Karen

**From:** Strupp, Janice  
**Sent:** Friday, April 13, 2012 3:51 PM  
**To:** Kettelson, Karen  
**Cc:** Dryden, Tracy  
**Subject:** Accounting Program Outcomes

Hi Karen – On the TSA Phase II documentation that I just submitted, the following program outcome was included but does not appear on westerntc.edu or your program map - Adapt accounting processes and principles to a government and/or not-for-profit environment (optional).

Will these be updated to match? Thank you for your assistance. Have a nice weekend.

*Janice Strupp*  
Western Technical College  
400 Seventh Street North  
P.O. Box C-0908  
La Crosse, WI 54602-0908  
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