

# Administrative Professional Spring 2014 Student SLO Report

## 1. What did you like about this program?

### Text Response

I liked the advisor, her knowledge and kindness was a plus. I would get rid of the second half of the class being all on line. I would not have an entire 15 weeks on the customer service class. Most of it was common sense. It was a waste of time. I would have more of a mock office set up for the second year as a class. You show up for work (class) and have a list of things that would be carried out as in a typical day on the job. For me that would be better served than the customer service class.

I like that the courses build upon other programs that I have completed, and are tailored to job specific skills required in the workplace.

I took an enormous amount of knowledge away from this program. Kim Walsh-Betthausser is an excellent instructor, she really cares for her students.

I liked the classes.

Statistic	Value
Total Responses	4

## 2. What would you change about this program?

### Text Response

no online second half of the class mock office set up in place of the customer service class

If I could change anything about the program, I would give more online course options. Some students may need face-to-face instruction, while others perform better with online formats. I personally would prefer online, independent study courses.

The one instructor that I had was Gail Fancher, she needs to relax a bit and not be so strict with timing her tests and gives an enormous amount of homework.

Space the curriculum out.

Statistic	Value
Total Responses	4

## 3. As a result of this program:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
I have learned effective communication skills.	0	0	0	1	3	4

## 4. Provide any comments you have on effective communication skills you learned.

### Text Response

I believe there needs to be more oral presentation in the face-to-face or ITV classes. Written communication skills are wonderful; however, they can only take you so far.

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Statistic	Value
Total Responses	1

### 5. As a result of this program:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
I am able to apply mathematical concepts.	0	0	1	1	2	4

### 6. Provide any comments you have on mathematical concepts you learned.

#### Text Response

If I were going to be a math major I would recommend a score of 47 on the compass, but what does algebra have to do with math with business aps. Still don't get the connection.

I have a very strong mathematical background. The only course offered which involved math for this program was Managing Office Finances.

Statistic	Value
Total Responses	2

### 7. As a result of this program:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
I learned how to transfer social and natural science theories into practical applications.	0	0	1	2	1	4

### 8. Provide any comments you have on transferring social and natural science theories into practical applications.

#### Text Response

Statistic	Value
Total Responses	0

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### 9. As a result of this program:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
I learned critical thinking skills.	0	0	0	1	3	4

### 10. Provide any comments you have on critical thinking skills you learned.

Text Response

Statistic	Value
Total Responses	0

### 11. As a result of this program:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
I have learned to use technology effectively.	0	0	0	1	3	4

### 12. Provide any comments you have on what you learned about using technology effectively.

Text Response

Formatting should be an ongoing experience, building from what we learn daily. When you don't use it you loose it. I disagree with the phrase "well you need to practice more then" because student are trying hard to complete other classes required and don't have the time. I enjoyed the technology courses offered in this program and wish there were more.

Statistic	Value
Total Responses	2

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### 13. As a result of this program:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
I have learned to value myself and work ethically with others in a diverse population.	0	0	0	1	3	4

### 14. Provide any comments you have on what you learned about valuing yourself and working ethically with others in a diverse population.

#### Text Response

Kim Walsh-Betthausen does this excellent!

Statistic	Value
Total Responses	1

### 15. As a result of this program:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
I am able to make decisions that incorporate the importance of sustainability.	0	0	0	2	2	4

### 16. Provide any comments you have on what you learned about incorporating the importance of sustainability in decisions you make.

#### Text Response

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Statistic	Value
Total Responses	0

### 17. As a result of this program, I learned to:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
demonstrate effective workplace communications.	0	0	0	1	3	4

### 18. Provide any comments you have about learning this program outcome.

Text Response

Statistic	Value
Total Responses	0

### 19. As a result of this program, I learned to:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
apply technology skills to business and administrative tasks.	0	0	0	1	3	4

### 20. Provide any comments you have about learning this program outcome.

Text Response

Statistic	Value
Total Responses	0

## Administrative Professional Spring 2014 Student SLO Report

### 21. As a result of this program, I learned to:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
perform routine administrative procedures.	0	0	0	1	3	4

### 22. Provide any comments you have about learning this program outcome.

Text Response

Statistic	Value
Total Responses	0

### 23. As a result of this program, I learned to:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
manage administrative projects.	0	0	0	1	3	4

### 24. Provide any comments you have about learning this program outcome.

Text Response

Statistic	Value
Total Responses	0

### 25. As a result of this program, I learned to:

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
maintain internal and external relationships.	0	0	0	2	2	4

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**26. Provide any comments you have about learning this program outcome.**

Text Response

Statistic	Value
Total Responses	0

**27. As a result of this program, I learned to:**

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Total Responses
model professionalism in the workplace.	0	0	0	1	3	4

**28. Provide any comments you have about learning this program outcome.**

Text Response

Statistic	Value
Total Responses	0

**29. CONCLUSION - Please use this space to share any other feedback, comments, or suggestions about your experience at Western Technical College.**

Text Response

I love Western Technical College and I reccomend the school to all of my friends and family.

Statistic	Value
Total Responses	1