

Co-Curricular Assessment

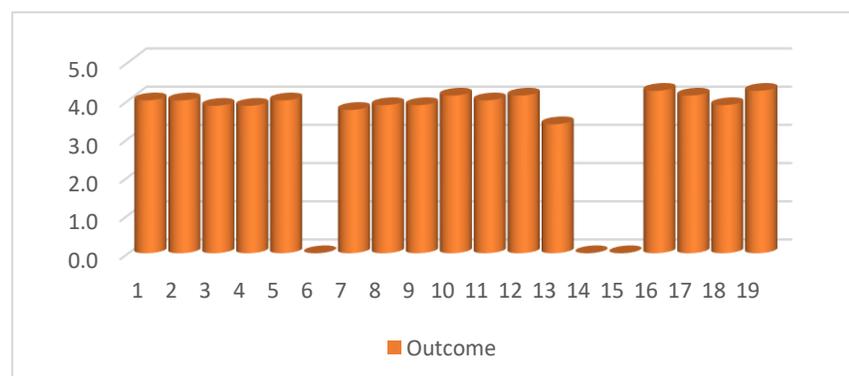
Spring 2021

All CCC co-curricular programs are assessed each semester based on 19 outcomes that make up five competency categories: **C**ommunication, **D**ecision making/Critical Thinking, **L**eadership, **P**rofessional Development, and **T**eamwork. Each co-curricular program assesses the outcomes relevant to the program through supervisor, instructor, advisor, peer, and/or client evaluations. Outcomes are scored using a Likert scale (5 -Superior; 4 - Very Good; 3 - Good; 2 - Fair; 1 – Poor). Outcomes that do not apply to a program were marked as Not Applicable. This assessment was piloted in Spring 2021; therefore, the only co-curricular program assessed was TaxHelp NM.

The following table and graph represent the assessment results for Spring 2021.

N=8, Benchmark=3.5

	Competency	Average Score
1	Understands and utilizes written and oral communication effectively. (C, L, T)	4.00
2	Demonstrates ability to gather, disseminate, and use information to make decisions or solve problems. (C, D, L)	4.00
3	Demonstrates the ability to handle multiple priorities efficiently and effectively. (D, L)	3.88
4	Maintains a sense of responsibility for a task or project until completion. (L, P)	3.88
5	Analyzes appropriate information and demonstrates good judgement when developing and evaluating alternatives. (D, L)	4.00
6	Demonstrates ability to initiate and convey ideas and gain support from others. (C, L, T)	N/A
7	Demonstrates the ability to work independently without constant supervision. (P)	3.75
8	Demonstrates the ability to adapt change. (L, P)	3.88
9	Maintains commitment to expected productivity levels. (P)	3.88
10	Demonstrates professional work habits. (D, P)	4.13
11	Utilizes reflection to improve their work and work environment. (D, L, P)	4.00
12	Maintains positive working relationships. (C, L, T)	4.13
13	Demonstrate leadership and teambuilding skills. (L, T)	3.38
14	Demonstrates ability to develop and implement goals. (D, L, P)	N/A
15	Demonstrates ability to incorporate strategies for managing their resources. (D, L, P)	N/A
16	Demonstrates positive interaction and collaboration with others. (C, T)	4.25
17	Demonstrates technological literacy and skills. (D)	4.13
18	Utilizes information, resources, and technology to navigate systems or processes (C, D, P)	3.88
19	Demonstrates judgement in environments that demand confidentiality. (C, D, P)	4.25



This assessment was piloted in Spring 2021; therefore, the only co-curricular program assessed was TaxHelp NM. A total of 8 students were assessed. Outcomes 6, 14, and 15 were not applicable to the TaxHelp NM program. All other outcomes met the benchmark of 3.5.

In addition, each of the 5 competency Categories met the benchmark and had an average score that ranged between 3.90 to 4.00

How will these results be used to make improvements?

This was the first semester this assessment was used. The results met the benchmark of 3.5 in all outcomes and each competency category. To improve the experience, students will be given the opportunity to volunteer for additional hours in a team lead capacity. This role will enable the

student to help other students during intake, outtake, quality review and during the preparation of the tax return. All work will be done under the direct supervision of a faculty member. The assessment tool appeared to work well and will be continued in the fall for all co-curricular programs in order to establish trend data.

