Overview

Institution Name
Northern Arizona University

Address
2020 S Avenue 8E, Yuma, AZ

Year Accredited
2011

Year Reaffirmed
Not Set

Years Covered by this Report
2013 - 2013

Date Submitted
09/16/2015

Completed By
Spencer, Jeremy

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ACBSP Champion
Spencer, Jeremy

ACBSP Co-Champion
Pielstick, Dean

I - Institutional Information

To complete this section, first click on the Edit/Checkout button. Then copy and paste the headings into the Institutional Response box below and enter your information.

O 4. List all accredited programs (as they appear in your catalog).

Note: Listing new programs here does not confer accreditation. New degree programs, majors or emphases must be in effect for at least two years and have graduates and follow the guidance in the process book before accreditation will be granted.

O 5. List all programs that are in your business unit that are not accredited by ACBSP and how you distinguish accurately to the public between programs that have achieved accredited status and those that have not.

O 6. List all campuses where a student can earn a business degree from your institution.

O 7 Person completing report:

Person completing report Name:
Phone:
E-mail address:

ACBSP Champion name:

ACBSP Co-Champion name:

QA Report

Status: Completed | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

O 4. List all accredited programs (as they appear in your catalog).

- Bachelor of Business Administration (BBA)

O 5. List all programs that are in your business unit that are not accredited by ACBSP and how you distinguish accurately to the public between programs that have achieved accredited status and those that have not.

- Bachelor of Business Administration (BBA) with Marketing Emphasis
- Bachelor of Business Administration (BBA) with Human Resource Emphasis
- Bachelors of Applied Science in Administration (2015)
- Bachelor of Interdisciplinary Study in Administration (2015)
- Bachelors of Applied Science in Logistics and Supply Chain Management (2015)
- Bachelors of Applied Science in Industrial Technology Management (2017)
- BA of Interdisciplinary Studies in Administration (2015)

O 6. List all campuses where a student can earn a business degree from your institution.

- Yuma
- Tucson
- Phoenix
- Online

O 7 Person completing report:

- Jeremy Spencer
- Phone: 928-317-6406
- jeremy.spencer@nau.edu
- Champion: Jeremy Spencer
- Co-Champion: Dean Pielstick

Sources

There are no sources.

II - Status Report on Conditions and Notes

O 8. Conditions or Notes to be addressed: You do not need to address Opportunity for Improvement (OFI).

Please explain and provide the necessary documentation/evidence for addressing each condition or note since your last report.

Are you requesting the Board of Commissioners to remove notes or conditions? (If the justification for removal is lengthy consider attaching an appendix to QA report).

Remove Note:

Remove Condition:

If you are not removing a note or condition, please list the note(s) or condition(s) below and explain the progress made in removing same.

Do Not Remove Note or Condition:

QA Report

Status: Completed | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

There are no notes or conditions to be addressed in this report

Sources

There are no sources.

III - Public Information

O 9. The business unit must routinely provide reliable information to the public on its performance, including student achievement such as assessment results.

Describe how you routinely provide reliable information to the public on your performance, including student achievement such as assessment results and program results.

Student Learning Outcome Assessment Results: Such as what you report in STANDARD #4, ETS, MFT, accounting assessment, management assessment, critical thinking, communication, etc. How do you make the results public?

Program Results: Such as what you report in Standard #6, graduation rates, retention rates, job placement, etc. How do you make the results public?

QA Report

Status: Completed | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

- Data on our action plan goals (including assessment of student learning) are posted on our BBA program website, reported to the NAU University Assessment Committee (which also posts the information on their website), and reported to our program advisory committees in Yuma, Tucson, and Phoenix that represent our key stakeholders. These reports are made annually.
- In addition, all enrollment, graduation and retention rates, as well as additional information about the program is made public through the NAU Planning and Institutional Research (PAIR) website (http://www4.nau.edu/pair/) and is updated each semester

Sources

There are no sources.

1 - Standard 1 Leadership

Organization

     a. List any organizational or administrative personnel changes within the business unit since your last report.

     b. List all new sites where students can earn an accredited business degree (international campus, off-campus on-campus, online) that have been added since your last report.

QA Report

Status: Completed | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

a. There have been no organizational or administrative changes during the reporting period.

b. There are no new sites during the reporting period.

Sources

There are no sources.

2 - Standard 2 Strategic Planning

This is an example of tables that you might use below in your institutional response.

Identify any major changes to the key strategic goals/objectives during this QA reporting period:

Key Strategic Goals/Objectives	Any Major Changes

2. Report the top 3-5 short/long term strategic goals/objectives, summarize the key measures used and progress toward achieving each objective during the current QA reporting period.

Strategic Objectives	Key Measures	Progress Toward Achievement

3. If there have been any significant changes to your strategic planning process (for example, new stakeholders, new process steps, etc.) during the QA reporting period, please report them in a table similar to this.

Strategic Planning Process Changes Summary

QA Report

Status: Completed | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

Powered by Campus Labs

Please see the attached Source.

Sources

- QA REPORT STANDARD 2 - 2015

3 - Standard 3 Student and Stakeholder Focus

Complete the Standard 3 - Student- and Stakeholder-Focus Results table, found under the Evidence File tab above.

Provide three or four examples, reporting what you consider to be the most important data. It is not necessary to provide results for every process.

Student- and stakeholder-focused results examine how well your organization satisfies students and stakeholders key needs and expectations.

Performance measures may include: satisfaction and dissatisfaction of current and past students and key stakeholders, perceived value, loyalty, persistence, or other aspects of relationship building, end of course surveys, alumni surveys, Internship feedback, etc.

Measurement instrument or processes may include end of course surveys, alumni surveys, Internship feedback, etc.

Each academic unit must demonstrate linkages to business practitioners and organizations, which are current and significant, including an advisory board.

Periodic surveys should be made of graduates, transfer institutions, and/or employers of graduates to obtain data on the success of business programs in preparing students to compete successfully for entry-level positions.

Performance Measure: What is your goal? The goal should be measurable.	What is your measurement instrument or process? (indicate length of cycle)	Current Results: What are your current results?	Analysis of Results: What did you learn from your results?	Action Taken or Improvement made: What did you improve or what is your next step?	Provide a graph or table of resulting trends (3-5 data points preferred)
(Example) Alumni Satisfaction for business programs will be at or above 80%	Annual alumni survey	Three years of positive trend data exceeding goal	Overall satisfaction exceeded the goal, but students requested additional internships & job placement assistance.	Increased the opportunities for internships and assistance with job placement.	Alumni Satisfaction: 2009 - 2013

QA Report

Status: Completed | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

All information is found in the evidence source.

Sources

- NAU_QA_2015_Table_Files_for_Baccalaureate_Graduate_QA_Reports

4 - Standard 4 Measurement and Analysis of Student Learning and Performance

a. **Program Outcomes.**

   List outcomes by accredited programs. Many of the program outcomes should be used as part of a student learning assessment plan and be measurable.

   State the learning objectives for each program (MBA, Ph.D., BBA, AA, etc.) accredited. A program is defined as follows: a plan of study is considered a program when it requires a minimum of 12 credit hours of coursework beyond the CPC and/or is recorded on a student's transcript (ex. Business Administration: major/concentration/option/specialization in Accounting, Finance, Marketing, etc.)

b. **Performance Results.**

   Complete Table Standard 4 - Student Learning Results found under the Evidence File tab above. Provide three or four examples, reporting what you consider to be the most important data. It is not necessary to provide results for every process.

QA Report

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Not Assigned

Institution Response

The BBA program had seven learning objectives developed through an analysis of multiple research reports on what businesses said they wanted from business graduates. Therefore, we expect our students to be able to:
1. Think creatively and view data from multiple perspectives
2. Communicate effectively in oral and written format
3. Work well in team settings with effective interpersonal skills
4. Discern the underpinning ethical issues in local and global business decision-making processes, including ethics and social responsibility, environmental sustainability and profitability
5. Solve problems and utilize decision-making tools and theories
6. Design and implement effective strategies for the global marketplace
7. Analyze and utilize financial information

In addition the BBA program has added three learning objectives during the Self-Study year based on the NAU Global Learning Initiative. These are yet to be implemented (fall 2011) and assessed:
1. Global engagement - Describe, compare and/or analyze the people, history and cultures of target countries in terms of foreign policies, economic relations and/or organizational effectiveness.
2. Diversity – Describe, compare and/or analyze the implications of diversity on strategy, policy, procedures and/or organizational effectiveness perspectives.
3. Environmental sustainability – Describe, compare and/or analyze environmental sustainability issues and opportunities from policy, strategy and/or organizational effectiveness perspectives.

Sources

- NAU_QA_2015_Table_Files_for_Baccalaureate_Graduate_QA_Reports

5 - Standard 5 Faculty and Staff Focus

a. **Faculty and Staff Focus**

Complete Table 5.1 Standard 5 - **Faculty- and Staff-Focused Results** found under the Evidence File above

b. **Faculty Qualifications**

Complete Table 5.2 Standard 5 - **New Full-Time and Part-Time Faculty Qualifications** and Table 5.3 Standard 5, Criterion 5.8 - **Scholarly and Professional Activities**, found under the Evidence File tab above, for **new** full-time and part-time faculty members hired since last self-study or QA report. Do not include faculty members previously reported.

QA Report

Status: Completed | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

All information is found in the evidence file.

Sources

- NAU_QA_2015_Table_Files_for_Baccalaureate_Graduate_QA_Reports

6 - Standard 6 Educational and Business Process Management

a. Curriculum
o List any existing accredited degree programs/curricula that have been substantially revised since your last report and, for each program, attach a Table - Standard 6, Criterion 6.1.3 - Undergraduate CPC Coverage, found under the Evidence File tab above.

List any new degree programs that have been developed and, for each new program since your last report, attach a Table - Standard 6, Criterion 6.1.3 - Undergraduate CPC Coverage found under the Evidence File tab above.

Note: If you have a new degree at a level currently accredited by ACBSP, then report information on: student enrollment, program objectives, instructional resources, facilities and equipment, admissions requirements, graduation statistics, core professional components (CPCs), and the outcomes assessment process to ACBSP. If the new degree is at a higher level than what is currently accredited, the school must complete a self-study to add the degree.

Excerpt from Accreditation Process Manual: New Degree Programs
If a business school or program expands or plans to expand its curriculum by offering new degrees, new majors or concentrations, or a new emphasis after it has been accredited, then ACBSP must be notified during the early stages of the program planning and expansion. If the new degree is at a level currently accredited by ACBSP, then report information on:
• student enrollment
• program objectives
• instructional resources
• facilities and equipment
• faculty qualifications
• admissions requirements
• graduation statistics
• core professional components (CPCs) and
• outcomes assessment processes and results.

If the new degree is at a higher level then what is currently accredited, the school must
complete a self-study to add the degree. New degree programs, majors or emphases must be in effect for at least two years and have graduates before accreditation will be granted.

If the new program is determined to be substantially different from other programs offered by the institution, ACBSP, at its discretion, may direct a new visit to be conducted. If, as a result of a new program visit, ACBSP determines that the overall quality of an institution is being diminished, the institution may be scheduled for a complete reevaluation.

b.
o List any accredited programs that have been terminated since your last report.
o Provide three or four examples of organizational performance results, reporting what you consider to be the most important data, using Table 6.1 Standard 6 - Organizational Performance Results, found under the Evidence File tab above. It is not necessary to provide results for every process.

QA Report   **Status:** Completed | **Due Date:** Not Set

Assigned To
Not Assigned

Institution Response

a. Curriculum

1. List any existing accredited degree programs/curricula that have been substantially revised since your last report and attach a Table - Standard 6, Criterion 6.1.3 – Undergraduate CPC Coverage for each program.

There have been no substantial revisions to the BBA program

2. List any new degree programs that have been developed and attach a Table - Standard 6, Criterion 6.1.3 – Undergraduate CPC Coverage for each new program since your last report.

Bachelor of Applied Science in Administration (BAS-ADM)

Bachelor of Interdisciplinary Study in Administration BIS in Admin)

Bachelor of Applied Science in Logistics & Supply Chain Management (BAS-LSCM)

Bachelor of Applied Science in Administration (BAS in Admin) and Bachelor of Interdisciplinary Study in Administration BIS in Admin)

- **Student enrollment -** See the attached excel sheet for enrollment charts
- **Program Objectives-**

Administration Students will be able to:
• Communicate business information professionally (oral and written). (BBA 305W, 471C)
• Recognize and solve business problems in an ethical manner. (BBA 471C)
• Understand core management principles (human resources, organizational behavior, global dimensions, information systems, and leadership, as well as accounting, finance, economics and legal environment). (BBA 300/471C – Peregrine exam)
• Work well in teams, including virtual settings. (BBA 360)

- **Instructional Resources**

Students in this program have access to all resources that are available to the BBA students, including Online journal resources, high quality instruction, and access to the Writing and AVID Centers. Course will also be offered in a Hybrid and online format to fit the needs of the students.

- **Facilities and Equipment**

The major technologies include Blackboard Learn with embedded Collaborate for video conferencing. In addition, students have access to Google Aps and Microsoft's DreamSpark, which includes a large selection of software options. Community college computer labs are available at each site. Students have access to local, community college, and NAU library collections, including extensive online databases and dedicated business support librarians.

In Yuma, the administrative location for the Department of Business and Administration, NAU has its own facilities on the Arizona Western College campus. In Tucson, NAU uses Pima Community College facilities for faculty and some courses. In Phoenix, the BBA program is located on the Paradise Valley CC, Mesa CC, and Chandler CC campuses of the Maricopa Community College District. NAU students may also access other college services on community college campuses around the state, all of which include NAU offices as well.

- **Faculty Qualification**

All faculty teaching course required in the BAS in Administration degree program meet the qualification standards of the ACBSP and are listed in Table 5.2 of this or previous reports to the ACBSP (see evidence fill source below).

- **Admission Requirements**

Freshmen

We strongly encourage students to apply online. It allows you to self-report your academic information instead of having to request that your high school send us your most recent transcript.
If you choose to complete the paper application:
• you will need to ask your high school to send us an official copy of your most recent transcript
• submit a $25 application fee
• send your official ACT and/or SAT scores for scholarship consideration
You will be offered admission if you have a 3.0 or higher core GPA* and have no deficiencies in the required college preparatory courses.
You will be considered for admission if you have a 2.5 core GPA* and have no more than one deficiency in any two areas in the college preparatory courses. If you have a combination of a math and lab science deficiency, you are not admissible.
Home schooled students must provide a high school transcript, college transcripts if there is college coursework.
Please note: The writing portions of the ACT and the SATI will not be used by processing test scores for admission.
* GPA is based on a 4.0 scale and is calculated using only the 16 core courses listed under course requirements.

Transfer Students

Transfer students are considered as high school graduates who have enrolled at a college, university or any other school since graduating from high school and have earned at least 12 college credits. If you have graduated from high school and have earned less than 12 college credit hours, please complete the freshman application.
Your application is considered complete and a decision will be made when we receive:
• official transcripts from all colleges attended, submitted directly from those institutions (note: opened transcripts or transcripts issued to students are not acceptable)
• a $25 non-refundable application fee
• if you are younger than 22, provide a final high school transcript or GED scores, unless you have earned an associate's degree.
• If you are 22 or older, provide a posted high school degree or equivalent, or demonstrate the completion of a minimum of 12 transferable college credits. At least six of those credits should be from academic subjects requiring college-level skill in reading, writing and/or analysis.
Students applying to NAU's Personalized Learning program who are 22 or older must pass a readiness assessment and provide official copies of transcripts for all college-level coursework.
A posted high school degree may be required to determine eligibility for financial aid.
The Office of Undergraduate Admissions and Orientation will evaluate transcripts to determine the number of transfer credits accepted.
Northern Arizona University will accept college-level transfer coursework with grades of C or better or P from an institution that is accredited by one of the following:
• Northwest Commission on Colleges and Universities
• Western Association of Schools and Colleges
• Southern Association of Colleges and Schools
• North Central Association of Colleges and Schools
• New England Association of Schools and Colleges
• Middle States Association of Colleges and Schools
You will be offered admission if you have earned a minimum of 35 credits and the AGEC or the California IGETC with a cumulative GPA of 2.5, or you have earned an associate's degree with a cumulative GPA of 2.0.
You will be considered for admission if you have a 2.0 or higher overall college GPA (on a 4.0 scale) and at least 24 transferable academic college credits
Additional Admission Requirements
Admission requirements over and above admission to NAU are required.
• To be admitted into a Bachelor of Applied Science (B.A.S.) plan, you must have an associate's degree, either completed or in progress, at a regionally accredited institution and the associate's degree must be completed prior to the awarding of the B.A.S. degree.

- **Graduation Statistics -** see attached evidence file
- **Core Professional Components -** see attached evidence file
- **Outcome Assessment Process and results -** see attached evidence file

Bachelor of Applied Science in Logistics & Supply Chain Management (BAS-LSCM)

- **Student enrollment -** See the attached excel sheet for enrollment charts
- **Program Objectives-**

Logistic & Supply Chain Management Students will be able to:
• Communicate effectively in both written and spoken form, including communication involving the use of appropriate facilitating technologies
• Work effectively as both a member and a leader of a diverse team, including virtual teams that collaborate and communicate using technology to bridge barriers of location, culture and language
• Evaluate the effectiveness of global logistics networks, including the environmental impact of logistics activities, to develop reasoned proposals for improvement that support the strategy of the firm as well as the supply chain as a whole

- **Instructional Resources**

Students in this program have access to all resources that are available to the BBA students, including Online journal resources, high quality instruction, and access to the Writing and AVID Centers. Course will also be offered in a Hybrid and online format to fit the needs of the students.

- **Facilities and Equipment -**

The major technologies include Blackboard Learn with embedded Collaborate for video conferencing. In addition, students have access to Google Aps and Microsoft's DreamSpark, which includes a large selection of software options. Community college computer labs are available at each site. Students have access to local, community college, and NAU library collections, including extensive online databases and dedicated business support librarians.

In Yuma, the administrative location for the Department of Business and Administration, NAU has its own facilities on the Arizona Western College campus. In Tucson, NAU uses Pima Community College facilities for faculty and some courses. In Phoenix, the BBA program is located on the Paradise Valley CC, Mesa CC, and Chandler CC campuses of the Maricopa Community College District. NAU students may also access other college services on community college campuses around the state, all of which include NAU offices as well.

- **Faculty Qualification**

All faculty teaching course required in the BAS in Logistics program meet the qualification standards of the ACBSP and are listed in Table 5.2 of this or previous reports to the ACBSP (see evidence fill source below).

- **Admission Requirements -**

Freshmen

We strongly encourage students to apply online. It allows you to self-report your academic information instead of having to request that your high school send us your most recent transcript.
If you choose to complete the paper application:
• you will need to ask your high school to send us an official copy of your most recent transcript
• submit a $25 application fee
• send your official ACT and/or SAT scores for scholarship consideration
You will be offered admission if you have a 3.0 or higher core GPA* and have no deficiencies in the required college

preparatory courses.

You will be considered for admission if you have a 2.5 core GPA* and have no more than one deficiency in any two areas in the college preparatory courses. If you have a combination of a math and lab science deficiency, you are not admissible.

Home schooled students must provide a high school transcript, college transcripts if there is college coursework.

Please note: The writing portions of the ACT and the SATI will not be used by processing test scores for admission.

* GPA is based on a 4.0 scale and is calculated using only the 16 core courses listed under course requirements.

Transfer Students

Transfer students are considered as high school graduates who have enrolled at a college, university or any other school since graduating from high school and have earned at least 12 college credits. If you have graduated from high school and have earned less than 12 college credit hours, please complete the freshman application.

Your application is considered complete and a decision will be made when we receive:

• official transcripts from all colleges attended, submitted directly from those institutions (note: opened transcripts or transcripts issued to students are not acceptable)

• a $25 non-refundable application fee

• if you are younger than 22, provide a final high school transcript or GED scores, unless you have earned an associate's degree.

• If you are 22 or older, provide a posted high school degree or equivalent, or demonstrate the completion of a minimum of 12 transferable college credits. At least six of those credits should be from academic subjects requiring college-level skill in reading, writing and/or analysis.

Students applying to NAU's Personalized Learning program who are 22 or older must pass a readiness assessment and provide official copies of transcripts for all college-level coursework.

A posted high school degree may be required to determine eligibility for financial aid.

The Office of Undergraduate Admissions and Orientation will evaluate transcripts to determine the number of transfer credits accepted.

Northern Arizona University will accept college-level transfer coursework with grades of C or better or P from an institution that is accredited by one of the following:

• Northwest Commission on Colleges and Universities

• Western Association of Schools and Colleges

• Southern Association of Colleges and Schools

• North Central Association of Colleges and Schools

• New England Association of Schools and Colleges

• Middle States Association of Colleges and Schools

You will be offered admission if you have earned a minimum of 35 credits and the AGEC or the California IGETC with a cumulative GPA of 2.5, or you have earned an associate's degree with a cumulative GPA of 2.0.

You will be considered for admission if you have a 2.0 or higher overall college GPA (on a 4.0 scale) and at least 24 transferable academic college credits

Additional Admission Requirements

Admission requirements over and above admission to NAU are required.

• To be admitted into a Bachelor of Applied Science (B.A.S.) plan, you must have an associate's degree, either completed or in progress, at a regionally accredited institution and the associate's degree must be completed prior to the awarding of the B.A.S. degree.

- **Graduation Statistics** - see attached evidence file
- **Core Professional Components** - see attached evidence file
- **Outcome Assessment Process and results** - see attached evidence file

b.No Accredited programs have been terminated since the last report

Sources

- BAS_Admin_Evidence_File
- BBA_LSCM_evidence_file
- NAU_QA_2015_Table_Files_for_Baccalaureate_Graduate_QA_Reports