



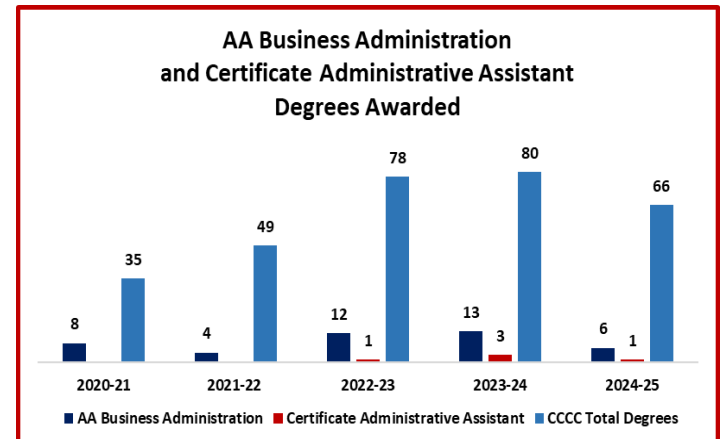
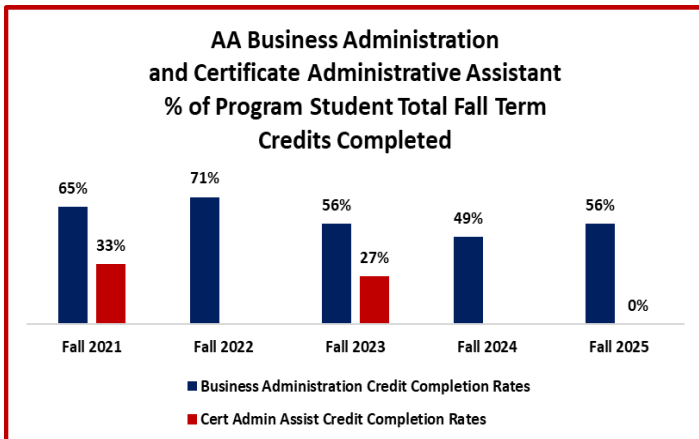
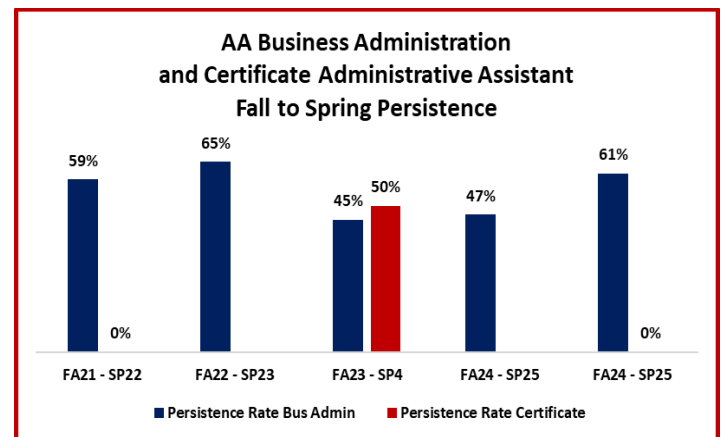
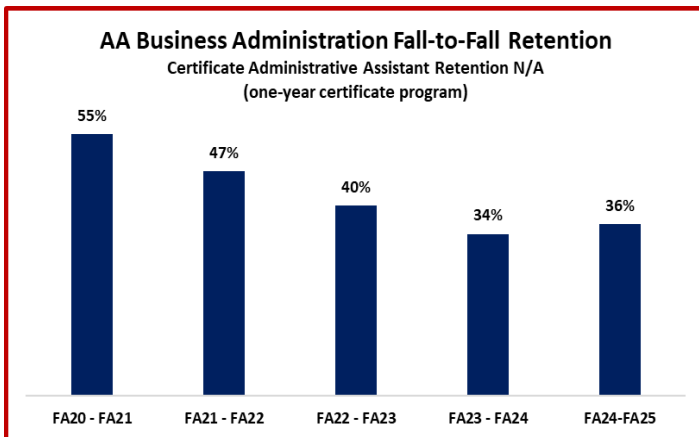
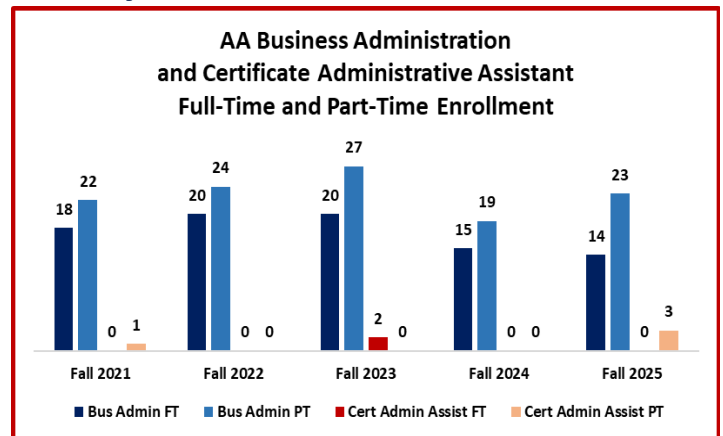
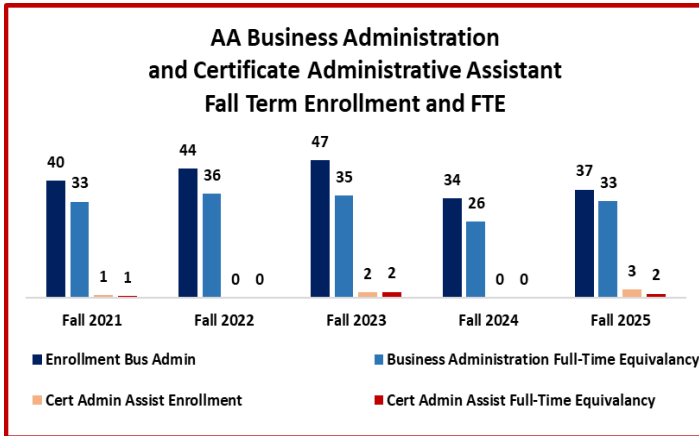
Spring 2026 Annual Program Snapshot

Program Name:

**AA Business Administration
Certificate Administrative Assistant**

Program Faculty:

**Dr. DeLana McLean, Dr. Steven Smith,
Evelyn McDonald, Zachariah Allen**



Program Highlights 2025-26

1. Enrollment increased from Fall 2024 semester to Fall 2025 semester by 3 students over all and by 7 full-time students.

2. All courses on the SP 2026 course rotation were offered as previously there weren't enough faculty to cover all courses.

3. Retention and persistence increased from Fall 24 to Fall 25 semesters.

Current Program Goals 2025-26

[as reported on the Fall 2025 Program Goal Status Report]

1. Continue to improve student count in the program by 2 students each semester during the 2025-2026 academic year.

2. Start American Indian Business Leaders (AIBL) Chapter on campus by Spring 2026 and to get members by Fall 2026.

3. Continue to incorporate culturally relevant material by inviting speakers from various business backgrounds to talk to students 1 time per semester during the 2025-2026 academic year.

Progress on Current Program Goals 2025-26

1. Enrollment increased by 3 students overall and by 7 FTE from Fall 2024 to Fall 2025.

2. Starting an AIBL Chapter is still in progress as a full-time business faculty member was hired in March 2026.

3. Still continue to incorporate culturally relevant material by inviting speakers from various business backgrounds to talk to students 1 time per semester during the 2025-2026 academic year.

Updated/Revised Program Goals for 2026-27

[Note: At least one program goal should be targeted at improving classroom pedagogy or curriculum.]

1. During the 2026–2027-year, curriculum will be reviewed and streamlined prior to Fall 2027 semester.

2. Start American Indian Business Leaders (AIBL) Chapter on campus by Fall 2026 and to get members by Spring 2027.

3. Form a Business Bowl team to go to AIHEC Spring 2027.