



July 31, 2017

Dr. Claire M. Pennino  
Director, Division of Business Administration  
Dominican College of Blauvelt  
470 Western Highway  
Orangeburg, NY 10962

Dear Dr. Pennino:

The IACBE Board of Commissioners met on July 18-20, 2017, to consider your request for the accreditation of the business programs offered by the Division of Business Administration at Dominican College of Blauvelt. I am pleased to report that the Board of Commissioners approved your request and granted accreditation to your business programs accompanied by the note, observations, and commendation identified below.

### **Notes**

Notes represent areas in which the Division of Business Administration is not in full compliance with the IACBE's Accreditation Principles. The division is required to take action on the notes as specified by the IACBE Board of Commissioners, and until the issues identified in the notes have been satisfactorily addressed, the progress made in complying with the commissioners' requirements as stipulated in the notes must be reported each year to the IACBE. Each of the items requested below must be submitted to the IACBE by October 1, 2017. The reporting form for note compliance can be found on our website at: [www.iacbe.org/reports-note-compliance.asp](http://www.iacbe.org/reports-note-compliance.asp).

### **Principle 1.1: Outcomes Assessment**

Please provide a revised outcomes assessment plan that includes the following:

- Revise intended student learning outcomes #4 and #5 in the Bachelor of Science in Business Administration program to include actionable and measurable outcomes (rather than acquire knowledge and develop skill sets).
- Ensure that the assessment instrument actually measures the intended student learning outcome. For example, it is difficult to measure if a student has developed skill sets that are necessary to

effectively operate in business settings with a comprehensive examination. Either provide a description of how this is done, revise the intended student learning outcome to be measured by the comprehensive examination, or revise the intended student learning outcome.

- Restate the performance objectives for the comprehensive examinations to be stated in terms of student performance on each intended student learning outcome. If the examination contains items other than multiple choice questions, state the performance in terms of performance on a rubric rather than as scores.
- Map the alumni and senior undergraduate surveys to specific intended student learning outcomes.
- Provide the rubrics for the Master of Business Administration Business Model, Thesis Research, and Business Plan. Ensure that each rubric either contains the intended student learning outcomes or is mapped to the outcomes.

### **Observations**

Observations are suggestions for further quality enhancements that the Board of Commissioners believes would be helpful to the Division of Business Administration in achieving excellence in business education, but are not required for compliance with the IACBE's Accreditation Principles. Action on observations is optional, and reporting is not required.

### **Principle 4.4: Faculty Evaluation**

The Board of Commissioners recommends that the Division of Business Administration develop a process for adjunct faculty that measures teaching effectiveness and student learning effectiveness.

### **Principle 4.5: Faculty Development**

The Board of Commissioners recommends that the Division of Business Administration work with administration to make funding available for faculty to attend not only local development opportunities, but also to attend national events. The team understands the limited nature of the financial resources and suggests that the college consider allocations on a rotating basis or on a competitive basis.

### **Principle 6.2: Facilities**

1. The Board of Commissioners recommends that Division of Business Administration work to determine a way to provide privacy for faculty when they meet with students. This could be done by installing partitions or by providing a room that faculty could reserve for meetings with students.
2. The Board of Commissioners recommends that Division of Business Administration continue to work with administration to ensure that the facilities available to business students and faculty support excellence in business education.

## Commendations

Commendations are findings of the Board of Commissioners in those areas in which the board believes that the Division of Business Administration is demonstrating excellent performance.

- The Board of Commissioners commends the college for the “early warning system” to identify at-risk students and the academic success center that includes writing, math, and science tutors.
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Accreditation represents a continuing relationship between an institution and its accrediting organization. Specialized program accreditation by the IACBE is dependent upon your institution remaining (i) in good standing with your institutional accrediting body and (ii) in compliance with the IACBE’s Accreditation Principles and policies. Your accreditation is valid for a maximum of seven years, through July 2024.

All accredited members of the IACBE are required to submit an Interim Quality Assurance Report (IQAR) during their period of accreditation. The IQAR for the Division of Business Administration at Dominican College of Blauvelt will be due by November 1, 2021. For more information about the new reporting process, please contact IACBE headquarters.

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The following notice pertaining to your accreditation status with the IACBE must be used in your official publications, including your institutional website:

*The Division of Business Administration at Dominican College of Blauvelt has received specialized accreditation for its business programs through the International Accreditation Council for Business Education (IACBE) located at 11374 Strang Line Road in Lenexa, Kansas, USA. The business programs in the following degrees at the listed locations are accredited by the IACBE:*

<b>Business Program</b>	<b>Academic Business Unit that Offers the Program</b>	<b>Locations</b>
• Master of Business Administration with concentrations in:		
○ Accounting	Business Administration Division	Main Campus
○ Healthcare Management	Business Administration Division	Main Campus
○ Management	Business Administration Division	Main Campus
• Bachelor of Science with majors in:		
○ Accounting	Business Administration Division	Main Campus
○ Computer Information Systems	Business Administration Division	Main Campus
○ Management	Business Administration Division	Main Campus
○ Management with a concentration in Financial Management	Business Administration Division	Main Campus
○ Management with a concentration in International Management	Business Administration Division	Main Campus
○ Management with a concentration in Management Information Systems	Business Administration Division	Main Campus

Business Program	Academic Business Unit that Offers the Program	Locations
○ Management with a concentration in Marketing Management	Business Administration Division	Main Campus

The Division of Business Administration at Dominican College of Blauvelt will be publicly recognized for achieving accreditation at the 2018 IACBE Annual Conference and Assembly Meeting on April 17-20, 2018, in New Orleans, Louisiana, USA. We very much look forward to seeing you there.

We encourage the business faculty in the Division of Business Administration to be actively involved in the IACBE's professional development programs and activities, including participation in the IACBE's Annual Conference and Assembly Meetings, regional conferences, and workshops, and serving as site-visit team peer reviewers.

Should you have any questions or if I can be of assistance to you, please contact me through the IACBE's headquarters office.

Sincerely,



Dr. Laurie Yates, Chair  
Board of Commissioners