

**IMPERIAL VALLEY COLLEGE DISTRICT
REVIEW OF CAREER TECHNICAL EDUCATION TRAINING PROGRAMS
2013**

BUSINESS FINANCIAL SERVICES

I. Program Description

The Business Financial Services program provides students with education and training needed for entry level positions in the banking and finance industry. These positions require students who are mature, adaptable, analytical, and who have good organizational and communication skills. Students who intend to pursue a four-year business degree should follow the Business Administration major.

A. Degree

Associate in Science, Business Financial Services

B. Certificate

Certificated of Achievement, Business Financial Services

II. Career Opportunities

Bill and Account Collectors

Loan Interviewers and Clerks

New Account Clerks

Tellers

III. Industry Certification/Accreditation (to be completed by faculty)
none

IV. Industry Recognized Credentials (IRC) (to be completed by faculty)
none

V. Labor Market Demand

The Business Financial Services program at Imperial Valley College meets a documented labor market demand. Employment trends for this field are derived from a variety of sources. These are listed below:

A. Employment Trends (Employment Development Department):

Occupation	TOP Code	SOC Code	2008	Average Job Openings per Year
Bill and Account Collectors	0504.00	433011	90	4
Loan Interviewers and Clerks	0504.00	434131	50	1
New Accounts Clerks	0504.00	434141	40	1
Tellers	0504.00	433071	330	14
Total				20*

*Same data as 2012. No updates from State Employment Development
Occupational Employment Projections 2008-2018
Imperial County

<http://www.labormarketinfo.edd.ca.gov/CommColleges/>

B. Employment Trends (Faculty Assessment):

VI. Other Regional Programs

There are no other similar training programs in Imperial Valley.

VII. Employment and Completion

(Based on State Core Measures Report, 2011-2012, 2012-2013 & 2013-2014)

Core 2: Completions. Measures completions for Career Technical Education student concentrators. Receipt of a certificate or degree or enrollment in a California four-year public university with or without a degree is considered a completion.

Fiscal Year Planning	Program	Total Completions	IVC Completion Rate	State Avg. Completion Rate
2013-2014	Business Financial Services	2/2	100%	80.76%
2012-2013	Business Financial Services	2/2	100%	82.67%
2011-2012	Business Financial Services	1/1	100%	85.25%

PERKINS IV Program Performance Trend Report
Core Indicator Two – Total Completions – Certifications, Degrees and Transfer
https://misweb.cccco.edu/perkins/Core_Indicator_Reports/Summ_coreIndi_TOPCode.aspx

Core 3: Persistence and Transfer. The percent of Career Technical Education student concentrators (students who have successfully completed a minimum of 12 units of related Career Technical Education coursework) who persist in education at the community college level or transfer to a two or four-year institution.

Fiscal Year Planning	Program	Persistence	IVC Persistence Rate	State Avg. Persistence Rate
2013-2014	Business Financial Services	0/1	0	83.11%
2012-2013	Business Financial Services	2/2	100%	83.99%
2011-2012	Business Financial Services	1/1	100%	81.93%

PERKINS IV Program Performance Trend Report
Core Indicator Three – Persistence and Transfer
https://misweb.cccco.edu/perkins/Core_Indicator_Reports/Summ_coreIndi_TOPCode.aspx

Core 4: Student Placement. The percent of Career Technical Education students who have earnings the following year (as found in the unemployment insurance base wage file) or are in an apprenticeship program, or the military.

Fiscal Year Planning	Program	Placements	IVC Placement Rate	State Avg. Placement Rate
2013-2014	Business Financial Services	2/2	100%	75.87%
2012-2013	Business Financial Services	1/1	100%	59.10%
2011-2012	Business Financial Services	1/1	100%	53.20%

PERKINS IV Program Performance Trend Report
Core Indicator Four – Employment
https://misweb.cccco.edu/perkins/Core_Indicator_Reports/Summ_coreIndi_TOPCode.aspx

Pursuant to the FCMAT report, CTE programs are also being evaluated for student demand, certificate and program completion, local labor demand, and a facility utilization for CTE programs in the new CTE building.

VIII. Enrollment Trends

Course	Year	Sections	Avg. Class	CAP	Fill Rate
BUS124	2012-2013	2	35.5	30	118%
BUS124	2011-2012	3	28	32	85.57%
BUS124	2010-2011	2	32	38	85.33%

Course	Year	Sections	Avg. Class	CAP	Fill Rate
BUS126	2012-2013	6	30	34	88.73%
BUS126	2011-2012	6	26	32	82.20%
BUS126	2010-2011	6	28	32	89%

Course	Year	Sections	Avg. Class	CAP	Fill Rate
BUS210	2012-2013	5	33.8	33	102%
BUS210	2011-2012	7	27	35	77.55%
BUS210	2010-2011	7	31.5	35	90.61%

Course	Year	Sections	Avg. Class	CAP	Fill Rate
BUS260	2012-2013	2	26.5	28	94.64%
BUS260	2011-2012	2	26	31	82.54%
BUS260	2010-2011	2	24.5	28	87.50%

Course	Year	Sections	Avg. Class	CAP	Fill Rate
BUS/AG132	2012-2013	1	29	35	82.86%
BUS/AG132	2011-2012				
BUS/AG132	2010-2011				

IX. Completions

	2012-2013		2011-2012		2010-2011	
	Degrees	Certificates	Degrees	Certificates	Degrees	Certificates
Business Financial Services	0	0	2	0	2	1

X. FTES/FTEF Analysis

Year	FTES	FTEF	FTES/FTEF
2012-2013	217.96	16.14	13.50
2011-2012	207.13	15.79	13.12
2010-2011	227.27	15.27	14.88

XI. Facility Utilization Plan (to be completed by faculty)

XII. SWOT Analysis (to be completed by faculty)

Strengths <i>Strong completion and persistence rates in this program.</i> <i>The core classes in this program have strong fill rates.</i> <i>Job placement remains above the state average</i>	Weaknesses <i>The program is small and not growing.</i>
Opportunities The ability of our program graduates to positively impact local businesses is an opportunity for the program. Many of our graduates intend to stay in the community as they pursue their careers.	Threats <i>Further consolidation in the baking industry could make it more difficult for our graduates to find employment.</i>

XIII. Program Evaluation (to be completed by EWD office)

XIV. Recommendation (to be completed by EWD office)

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