**Date:** Feb. 1, 2015 **Name of Administrative or Educational Support Unit: BEIT - Real Estate Department**

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**Mission:**

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| The Real Estate department will teach the core real estate courses to provide a fundamental body of knowledge about real estate, its ownership and sale, to prepare the student for the state salesperson and broker licensure exams, and to prepare the student to work ethically and effectively in the real estate business. |

**PART I: Might not change from year to year**

| A. Outcomes(s)  Results expected in this department/program | B. Measure(s)  The instrument or process used to measure results | C. Target(s) The level of success expected |
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| 1. Work for sellers, as their representative or as an intermediary, to list, market, prepare appropriate disclosures and close the sale of their property. | Final Exam: Agency, Principles I, Principles II,  See attached Excel analysis of final exams  Questions highlighted do not meet target | 70% pass rate which is reflective of the state licensing exam. |
| 2. Work with / for buyers, represented, unrepresented or as intermediary to locate a property that meets their needs and assist them with financing and closing the transaction. | Final Exam : Agency, Principles I, Principles II,  See attached Excel analysis of final exams  Questions highlighted do not meet target | 70% pass rate which is reflective of the state licensing exam. |
| 3. Apply all aspects of the Texas Real Estate Licensing Act including licensing requirements, TREC, the Broker/Lawyer Committee, practicing law without a license and other disciplinary matters. | Final Exam : Principles I, Agency  See attached Excel analysis of final exams  Questions highlighted do not meet target | 70% pass rate which is reflective of the state licensing exam. |
| 4. Explain the salesperson’s relationship to his/her broker including commission structures, responsibilities of agency and advertising restrictions. | Final Exam: Agency  See attached Excel analysis of final exams  Questions highlighted do not meet target | 70% pass rate which is reflective of the state licensing exam. |
| 5. Explain the basic concepts of real property ownership, transfers, and leases including estates, tenancies, property descriptions, taxes, insurance, valuation, liens, real estate contracts and deeds. | Final Exam: Principles I, Principles II.  Law of Contracts  See attached Excel analysis of final exams  Questions highlighted do not meet target | 70% pass rate which is reflective of the state licensing exam. |

**PART II: For academic year 2013 - 2014.**

**From Part I**

| A. Outcomes(s)  Results expected in this department/program | D. Action Plan Years 5 & 2  Year 5 - 2012 - 2013  Based on analysis of previous assessment, create an action plan and include it here in the row of the outcomes(s) it addresses. | E. Implement Action Plan  Years 1 & 3  Year 1 - 2013 - 2014  Implement the action plan and collect data | F. Data Results Summary  Years 2 & 4  Year 2014 - 2015  Summarize the data collected | G. Findings  Years 2 & 4  Year 2014 - 2015  What does data say about outcome? |
| --- | --- | --- | --- | --- |
| 1. Work for sellers, as their representative or as an intermediary, to list, market, prepare appropriate disclosures and close the sale of their property. | Using the scenarios developed for the previous CIP include a discussion of the same situations in a large and in a small brokerage. | A scenario involving Intermediary practice was developed and used in all Agency classes and is reflected in  questions 31 through 40 of the Agency Final Exam.  Exercise is attached. | Questions 31 through 40 in the Law of Agency final dealing with Intermediary were analyzed.  See attached. | The students showed improvement with the use of Intermediary practice except they do not understand its use in a small firm or by a single broker. This will be targeted for the new CIP |
| 2. Work with / for buyers, represented, unrepresented or as intermediary to locate a property that meets their needs and assist them with financing and closing the transaction. | Using the scenarios developed for the previous CIP include a discussion of the same situations in a large and in a small brokerage. | A scenario involving Intermediary practice was developed and used in all Agency classes and is reflected in  questions 31 through 40 of the Agency Final Exam.  Exercise is attached | Questions 31 through 40 in the Law of Agency final dealing with Intermediary were analyzed.  See attached. | The students showed improvement with the use of Intermediary practice except they do not understand its use in a small firm or by a single broker. This will be targeted for the new CIP |
| 3. Apply all aspects of the Texas Real Estate Licensing Act including licensing requirements, TREC, the Broker/Lawyer Committee, practicing law without a license and other disciplinary matters. |  |  | Data for all questions reflective of each outcome are contained in the attached Excel spreadsheets. The majority of the questions are answered at a 70% level. Questions not meeting this standard are identified in yellow and will become the basis for future CIPs. | Weakness is shown in the Texas Real Estate License Act and its applications. |
| 4. Explain the salesperson’s relationship to his/her broker including commission structures, responsibilities of agency and advertising restrictions. |  |  | Data for all questions reflective of each outcome are contained in the attached Excel spreadsheets. The majority of the questions are answered at a 70% level. Questions not meeting this standard are identified in yellow and will become the basis for future CIPs. | This outcome shows the least problem area. |
| 5. Explain the basic concepts of real property ownership, transfers and leases including estates, tenancies, property descriptions, taxes, insurance, valuation, liens, real estate contracts and deeds. |  |  | Data for all questions reflective of each outcome are contained in the attached Excel spreadsheets. The majority of the questions are answered at a 70% level. Questions not meeting this standard are identified in yellow and will become the basis for future CIPs. | This outcome has problems in the areas of estates and tenancies. |

**AGENCY RELATIONSHIP FOR TYPICAL REAL ESTATE TRANSACTIONS**

On his first day at work as a new agent, Horatio Agent is visited by his old high school friend Bobby Buyer (he is now 21) who wants to buy his first house in the one to two million dollar range. Horatio shows him the following houses and he makes an offer on each one. Each offer, except the last one, is rejected.

Since it is Horatio’s first day at work he needs some help. Please state all of the different possible agency relationships for each house/offer and state which is the best one to use. What written documentation, if any, is required for each relationship.

1. A house listed by Horatio Agent that very morning on his way to work.

2. A house listed by Hortensia, another agent in the same real estate company where Horatio works.

3. A house found in MLS listed by Ready Realty Co.

4. A For Sale By Owner (FSBO) which Bobby noticed.

5. A builder’s home. The builder is a personal friend of Horatio’s and Horatio will earn a commission and a bonus of $500 from the builder if Bobby buys this one.

Does Horatio need to disclose to Bobby that the builder is his friend.

Does Horatio need to disclose to the builder that Bobby is his friend.

Does Horatio need to disclose to Bobby the source of the commission or that he is receiving a bonus.

6. The last offer is for a house being held open by Zip, Zip Real Estate Co. Bobby loved this one and his offer was accepted that very afternoon.