**Business Administration Program Advisory Committee Work Plan**

**2013-14**

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| **Annual Goal Area** | **Strategies** | **Timeline** | **Advisory Committee Member Participation** |
| **CURRICULUM****Goal(s):** |  |  |  |
| 1. Examine skills and knowledge needed to be taught in business degrees.
2. Examine the feasibility of offering a BAS in Applied Management.
 | Seek input from advisory committee on skills and knowledge needed for business degree review.Examine potential curriculum offerings as well as opportunities and impacts of offering a BAS in Applied Management. | Dec. 2013Dec. 2013 | AllAll |
| 1. Update on BAS (Forms C & D)
 | Updated on progress in preparation of C& D BAS degree for Business Management. |  June 14 | All |
| **INSTRUCTIONAL QUALITY & EFFECTIVENESS****Goal(s):** |  |  |  |
| 1. Review Business Admin. Degrees
 | Provide input for course updates for the yearEvaluate program review findings and recommendations. | June 2014 | Pat SerranoProf. HamidehAll committee members |
| **PUBLIC RELATIONS** **Goal(s)** |  |  |  |
| 1. Marketing and Outreach
 | Discuss best procedures to inform Advising Committee and community on updates and changes to programs and degrees | June 2014 | All |
| **OTHER:****Goals(s):**1. Engage in Vision 20/20 & Strategic Planning discussions for the Business Administration Program
 | Discuss at every meeting to include items on a list to be formally reviewed in Spring and approved in Fall. | June 2014Fall 2014 | Blake Bowers & All |