**Business Administration Program Advisory Committee Work Plan**

**2014-15**

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| **Annual Goal Area** | **Strategies** | **Timeline** | **Advisory Committee Member Participation** |
| **CURRICULUM****Goal(s):** |  |  |  |
| 1. Update on BAS (Forms C & D)
 | Update on progress in preparation of C& D BAS degree for Business Management. | Fall 2014 | Patti Serrano |
| **INSTRUCTIONAL QUALITY & EFFECTIVENESS** **Goal(s):** |  |  |  |
| 1. Review Business Admin. Degrees
 | Provide input for course updates for the year.Evaluate program review findings and recommendations. | Fall 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. | Fall 2014 | All |
| **OTHER:****Goals(s):**1. Engage in Vision 20/20 & Strategic Planning discussions for the Business Administration Program
2. Secure an endowment
 | Discuss at every meeting to include items on a list to be formally reviewed in Spring and approved in Fall.Work with The Foundation to secure an endowment. ***Invite The Foundation to present at next meeting.*** | Fall 2014/ OngoingFall 2014/ Ongoing | Blake Bowers & AllMichelle Thor, Lucia W. |

**Updated 7/10/14**