**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 Serrano  Prof. Hamideh  All 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/ Ongoing  Fall 2014/ Ongoing | Blake Bowers & All  Michelle Thor, Lucia W. |

**Updated 7/10/14**