  
**Business Administration Advisory Committee**

**Meeting Agenda**

**Date: Tuesday, May 21, 2013**

**Time: 4:30—6:30 p.m.**

**Meeting Room Location: Gaiser Hall room 213**

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| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Committee Chair | N/A | 1 min. |
| 1. Welcome and Introductions – Committee Chair | New members/guests introduced | 5 min. |
| 1. Election of Officers |  | 10 min |
| 1. Approval of Minutes from Last 2 Meetings:  * 11-6-2012 and 2-12-2013 | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Advisory Committee Business-Dedra Daehn  * Advisory Recognition Reception,   June 6, 2013  Come & Go \* 5:30—7:30 p.m.  Fireside Lounge, Gaiser Hall 161 |  | 10 min. |
| 1. Vision 2020- Blake Bowers |  | 10 min. |
| 1. Director/division chair report |  | 10 min. |
| 1. Work Plan-Committee Chair and Program Director/Division Chair  * Examine feasibility of offering a BAS in Applied Management update * Advisory Board survey of local businesses update | * Review strategies as outlined in work plan. If necessary, identify work groups. * Examine potential curriculum offerings and opportunities and impacts of offering a BAS in Applied Management. | 40 min. |
| 1. Old Business-Follow-up- Committee Chair |  | 10 min. |
| 1. New Business-Committee Chair | New business items are addressed by the committee. | 10 min. |
| 1. Summary of follow-up action items and adjournment – Committee Chair | Summary of follow-up actions communicated to the committee. | 5 min. |
| 1. Establish next meeting date – Committee Chair | Meeting date established. | 5 min. |