

Advisory Committee Meeting Minutes

CHAIRPERSON: Jeff Edwards		
MEETING DATE: January 12, 2003	MEETING TIME: 10:00am	MEETING PLACE: SCC G-212
RECORDER: Cheree Bontrager		PREVIOUS MEETING: March 23, 2002

MEMBERS PRESENT:

OTHERS PRESENT:

Name and Title		Employer		Name and Title	
	Sue Groffie		Director of Sales, Hampton Inn & Suites		Russell Kunz
	Cheree Bontrager		Human Resources – Ericsson		
	Anna Kittrell		Associate Faculty Member, CCCC		
	Jeff Edwards		Professor of Economics CCCC		
	Jim Miller		Senior Project Manager, Texas Instruments		
	Thomas Shirley		Teacher, Gainesville ISD Former Director of Mergers and Acquisitions		
	Debra Adams		Trainer, CCCC CE		
	Naomi Rudelson		Former VP – Abercrombie and Fitch		

Agenda Item	Action Discussion Information	Responsibility
<p>Meeting Start Time:</p> <p>Approval of Minutes:</p> <p>Old Business: None</p>	<p>Meeting was called to order at 10:10am</p> <p>Minutes was passed out, reviewed, and approved.</p>	<p>Jeff Edwards</p>
<p>Continuing Business:</p>		<p>Jeff Edwards</p>
<p>Review of Current Situation</p>	<p>All advisory committee members had packets of information that contained the requirement for all current Management and Marketing degrees, certificates, and course descriptions.</p> <p>Proposed Curriculum – Mgmt Dev degree: Changed curriculum to Strat Mgmt (Capstone) Thomas suggested capstone course be offered as an evening course.</p> <p>Thomas made the point that capstone course should encompass all that has been learned in the program.</p> <p>Thomas recommended that Strategic Management be taken towards the end of the program.</p> <p>Cheree recommended to include definition of capstone in the definition of the course as well as *Capstone in the catalog and note definition.</p> <p>Thomas recommended that some prerequisites be made for students before they are allowed to take Strategic Management since it is now the capstone course. That maybe it should be worded that students must take several mgmt courses prior to taking Strategic Management.</p> <p>Naomi recommended that Russell make a 10-minute video communicating program to students and services offered by the college for retention purposes.</p> <p>Proposed Curriculum – Mgmt Dev degree (specialization): Negotiations and Conflict Management is now BMGT 1344.</p>	<p>Russell Kunz</p>

	<p>Project Scope and Risk Management is now BMGT 1342, and Project Mgmt is BMGT 1343.</p> <p>Negotiations and Conflict Mgt was substituted for BMGT 2383 (Co-op Ed) due to the number of foreign students and disabled students in the program.</p> <p>Sue questioned if it is required for students to provide a reason for substituting 1344 for Co-op. Thomas responded out that the footnote indicates that consent of the instructor must be given for substitutions.</p> <p>Proposed Curriculum – Criminal Justice: Russell explained in order to advance in law enforcement students need interpersonal skills and business skills.</p> <p>Thomas recommended that we have a 10-minute video explaining that interpersonal skills are needed for criminal justice.</p> <p>Sue noted that the Center for IAL (continuing education for law enforcement officers) could be a very good contact for the college and this program.</p> <p>Naomi questioned amount of hours required for law enforcement jobs. Thomas explained that it varies depending on employer.</p> <p>Debra questioned why 1344 Negotiations and Conflict Management was not on the Criminal Justice curriculum. Suggested adding it. Group decided that Negotiations and Conflict Management should replace BMGT 2331 Principles of Quality Management.</p> <p>Thomas questioned why Management of Change is the capstone. Jeff replied that students need it for change in relation to police enforcement.</p> <p>Proposed Curriculum – Mgmt Dev Certificates: Made the change to name BMGT 1301 with QCTC 1303 as the substitution course to accommodate Target.</p> <p>Russell explained that a certificate program gets people in the door and buys them time to take the TASP test. Students should declare themselves as certificate majors at first.</p>	
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	<p>Naomi questioned if there was a requirement for the number of hours for the certificate. Jeff replied was that it must be 15 hours but can be 18.</p> <p>Jeff suggested that Principles of Management be listed first instead of Supervision.</p> <p>Issue was brought up by Thomas about the Supervision and Principles of Mgmt courses overlapping. Russell suggested removing Supervision and replacing it with Project Management (1343) in certificates and degrees.</p> <p>Jeff suggested listing Project Management as primary course and listing Supervision as a substitute.</p> <p>Russell suggested that we table the complete review of certificates until next meeting due to time constraints.</p> <p>Jeff suggested that Russell set up degrees and certificates with proposed changes and email them to everyone for review.</p> <p>Proposed Curriculum – Marketing: Changed Capstone to Market Research and Strategies.</p> <p>Changed Rubric designation to MRKG from BMGT.</p> <p>Course numbers were also changed.</p> <p>Proposed Curriculum – Marketing/Business Management: Capstone is Strategic Management</p> <p>Russell pointed out that we only have eight Marketing courses in WECM. Had to trade off a management course to make room for marketing courses to get this degree to qualify as a Marketing degree.</p> <p>This degree feeds off of both plans (Marketing and Management).</p> <p>Anna questioned why co-op is not included in this degree. Jeff suggested adding it as the first elective in the plan. He also pointed out that the co-op program is set-up so that professors do not work closely with the students on setting up seminars, etc. Jim and Sue both remarked that co-ops are a nuisance for many organizations to deal with.</p>	
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	<p>Proposed Curriculum – Marketing Certificate: Combined two certificates into one, leaving the availability for another one. It also allows for the possibility of substitutes.</p> <p>Next meeting we need to review all certificates again and make sure they are in line with course numbers.</p> <p>Jeff suggested that Economics 1301 should not be taken because it does not transfer. ECON 2302 should be listed in the catalog.</p>	
New Business:	<p>All new business has been tabled until the next meeting when more time can be devoted to it. New meeting is scheduled for the first part of April.</p> <p>Note to revisit the management capstone course</p>	Jeff Edwards

CHAIRPERSON SIGNATURE:	DATE:	NEXT MEETING:
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