

Needs of students from special populations	Discussion	John Hennington
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MINUTES

Key Discussion Points	Discussion
Old Business:	None
Continuing Business:	None
New Business:	
Program statistics: Graduates, majors, enrollment	The graduate count for the last 5 years was 36. Last year the program had 8 graduates. Majors: 81. Total enrollment in classes taught by JWH, Steve Underhill and adjunct for Fall is 137, up 10 or 7.9% from Fall 2012. Two course sections were added for the fall; 1 for Prin. of Accounting I and 1 for Business Principles.
Program Objectives, revisions/ learner outcomes	Objectives remain the same. Dr. Harkey discussed the reduction to 60 hrs. for Assoc. of Science degrees and the desire that AAS degrees also be 60 hrs. After discussion, the committee approved elimination of 3-4 hrs. for the Elective. No other changes in the program curriculum are planned at this time but any suggestions will be considered. Some new course descriptions, learner outcomes, etc. have been proposed by The CB. Any changes approved will be included in the Academic Course Guide Manual and VC will make adopt these. Learner outcomes were sent to committee members before the fall meeting last year. We continue to map test scores and other assessments to learner outcomes and this mapping is our effort to be more accountable.
Evaluation of facilities, equipment, and technology	Equipment and technology is adequate at this time.
Advice on selection and acquisition of new equipment and technology	None
External learning experiences, employment, and placement opportunities	External learning experiences relate to practicum courses. These are courses students get credit for while in the workplace. Opportunities for these courses are adequate. As for employment and placement opportunities, many of our students are already employed and the Business Mgmt. degree often leads to advancement with their current employer. New job opportunities are communicated to students as they arise.
Promotion and publicity about the program to the community and to business and industry	Business Management brochures are sent out to prospective students. In addition, we promote the program to hundreds of high school students who visit VC on Career Day and Sophomore Round Up and we attend college fairs at high schools.
Professional development of faculty	We have guest speakers and periodic training at the new VC Innovation Center. In addition, JWH participates in online programs offered by textbook publishers.
Needs of students from special populations	The program is not gender specific. We recruit and serve all populations (minorities, female, etc). We also offer special accommodations, like extra time taking tests, note taking, etc., for students with special needs. The diversity of students in the Business Mgmt. program helps VC in gender equality.
Other:	Meeting adjourned at 1:25 p.m.

Recorder: *Ann Tacker*

Date: 10/31/2013

Next Meeting: Fall 2014