

Memorandum of Understanding
Business Department Program Review of 1999
October 30, 2003

This memorandum of understanding is based on the recommendations presented in the Business Administration Program Review of February 1999.

The Business Department Chair, Dean of Instruction, and the President agree to pursue the following activities to meet the recommendations of the program review.

The items contained in this MOU are to be incorporated in the Business Department Academic Plan, which is included and maintained as part of the college's Strategic Plan.

Community

By February 1, 2004, the Department will formalize adjunct, alumni, and community business input in the ongoing improvement of its programs through the establishment of an Advisory Committee.

Estimate Annual Cost: \$1,000

Development

By August 1, 2004, the Department will perform a review of the requirements of its programs and make improvements as informed by assessment and research data to ensure programs are relevant, up to date, and aligned with college requirements.

Estimated Annual Cost: None

Advising

By the start of the Fall 2004 term, the Department will actively recruit students to participate in its internship programs.

Estimated Annual Cost: None

Teaching

By July 1, 2004, the Department will hire a full-time faculty member, preferably with a terminal degree.

Estimated Annual Cost: \$60,000

Effective January 5, 2004

Jason Wolins
Business Department Chair

Jess Bonds
Dean of Instruction

Dr. Robert Humphreys
President