



Business and Technology Department Meeting Minutes

Date: November 13, 2009

In Attendance: Foy, Nay, Oliver Dubetz, Hidalgo, Faris, Coale, Kooi, Hubbard, Williams, Wilkison, McNulty, Babcock, Bugger, Biggett, Towers, Vanselow and Foy. King, Hayden, Johnson and Dambrose were excused due to scheduling conflicts.

Meeting convened at 1:00 pm in building K 211.

We reviewed details on the new Travel Form and return expectations.

Discussed Ruth Stiehl's summary of the training session conducted last month (email PDF to staff and faculty). Reviewed program map process, and looked at the College Operation Procedures in preparation for the Program Outcome Audit.

The pros and cons of E books, considering cost and ISBN availability was briefly discussed.

Prior learning processes were briefly discussed during a conversation concerning outside accreditation and industry certifications for programs in the Business and Technology Department.

Reminders about December 10th commencement, Advisory Committee meeting in November and the Holiday Faculty Reception were given to all in attendance.

Update was given on the Spring schedule which began October 26th, and discussed strategies to deal with the 20% growth that is expected in the department.

The academic philosophy of both the Internship and Capstone Programs were discussed at length focusing primarily focusing on funding and firms who would be interested in partnering with Edison.

Reviewed: College Operating Procedures (COP)

Next Meeting: January 5, 2010, 2:45 pm – 3:45 pm

Meeting adjourned at 2:00 pm