Business

Progress Update (Past Two Years) - Academic Affairs

1. Provide an update on your program or department's progress on your last objectives or action plans:

Progress Update Past Action Plans

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What type of program review did you last submit?

- ☑ Old annual
- ☐ Old six-year
- ☐ PU
- ☐ CPR

What is the status of your last program review action plan/objective?

- ☐ Completed
- ☑ In Progress
- ☐ No Longer Pursuing

Discuss the progress made on the goals in your action plan(s) (if last program review was a PU or CPR) or annual objective(s) (if last program review was an annual or old six-year).

This progress report is made in reference to the last annual report from 2020 (2020 annual).

1. Develop curriculum in SAP ERP modules for Accounting and Supply Chain Management: We have been able to offer the SAP for Supply Chain Management course fairly consistently since Spring 2021.

The other items were completed, with the exception of one goal which is not being addressed at this time..The following are comments regarding "Current   Planning and Resource Needs" that were listed in the 2020 annual report.

1. VR Equipment Installation: At that time of the report, we needed to identify a location to install the Z-Space virtual reality equipment purchased for the Automotive Technology Program. The equipment has found a location on the Bundy Campus. We are still exploring potential use by other Departments.

2. Full-time Faculty: Per the 2020 annual report, we had 15 full-time faculty in the Business Department. We now have 13 full-time faculty. The faculty   consist of seven Accounting faculty, four in Business, and two in Business Law/Administration of Justice. We have been successful in receiving a recruitment for one single position in General Business this year (2023 -24). We have not yet heard the final decision.

3. Re-imagine the Department Administrative Assistant (AA Role): As noted in the 2020 annual, an objective was to re-imagine this role. The Personnel   Commission addresses classified job descriptions and so this is a brief follow-up. The current responsibilities of the AA role may need to be updated to reflect the new role of the Department Office and new responsibilities of today's digital communication with the public and our students.

End of Progress Update Past Action Plans

2. Considering your program's past plans and the developments over the past two years, what challenges and concerns need to be addressed in the next two-year review period?

1. Artificial Intelligence (AI): This new technology has created challenges in different respects. We are addressing the concern of AI in the context of academic integrity. So far, the concerns have been

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addressed in relation to a specific sub-discipline. The use may be prohibited in some courses and allowed in others as a research tool.

We are also addressing how we can best prepare students for the use of AI in the broader workplace context. Challenges exist due to the uncertainty of   this technology and how it may impact the changing world of work. Continued professional development is vital.

2. <u>Need for Continued Growth & Innovation</u>: Due to the competitive nature of general business and the changing landscape, this continues to be a major   growth area. This requires that we consistently consult with our Advisory Board Members to improve how our curriculum aligns with industry skills. We must be forward thinking and anticipate new trends well ahead of time so that curriculum is developed soon enough to stay relevant.

Since the 2020 annual, our programs have increased consistently and just within the last two years, we have added a number of certificates in areas   including Human Resource Management, Sustainability in Business, Homeless Service Work, Bookkeeping, and in Real Estate. We need to continue our momentum to create degrees and/or certificates that are industry informed not only for today, but for the future to ensure long-term successful outcomes.

3. <u>Promotion of Programs</u>: As we welcome these new programs, we would like to have the resources to market them as fully as possible. There are so   many ways that this can be done now and the Department will need more help with website building and updates, flyers, videos, and in some cases, podcasts.

3. Broadly discuss the most critical resources you anticipate needing to effectively implement the goals in your program's action plan in the next review period. If applicable, your answers here should inform the specific line item requests in your future Annual Resource Requests (ARR).

1. <u>Professional Development</u>: With the emergence of AI and other new technology, professional development is key.   Faculty need to be able to attend conferences and take advantage of other professional development opportunities that will help us to become more proficient in understanding these innovations. Professional Development is also important in the curriculum arena since we need to develop new courses and programs on a regular basis to stay competitive. Many of our students are skill builders and take classes to achieve a promotion or transfer into a new industry which makes new certificate development critical for a CE Department.

2. <u>Marketing Assistance</u>: It would be helpful to have more marketing help with building out websites, and overall marketing plans for more of our programs.

3. <u>Full-time Faculty</u>: Due to the number of initiatives in the Department, recent retirements, and projected growth, more new full-time faculty are needed.

4. <u>More Administrative Assistance for the Business Department</u>: Currently, the Business Department and the CSIS Department share one Administrative   Assistant (AA). We are two large departments with many students and programs. It would be very helpful for the Department to have one AA just for Business due to the volume of online file management and number of students that we serve.

This form is completed and ready for acceptance.

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