Applied Arts & Sciences Department meeting minutes

November 24, 2014

Members Present: Brent Donham, Grady Blount, Annette Taggart, Misty Lair, Theresa Sadler, Tina Lancaster

1. Luigi’s has been reserved for January 9 from 11-2 for the Focus Group meeting.
2. Annette will make sure the projector connectors, etc. are taken care of.
3. Dr. Donham will contact the majority of the Focus Group members, but a few were broken up for the rest to contact. Annette will contact a bank, Theresa the hospital and Tina Pioneer Natural Resources. Dr. Donham will send us a sample email.
4. The LO’s for all classes have been sent to Dr. Donham and he made a spreadsheet of that list. That will become the bulk of the questions for the graduates survey. Theresa will compile those in Survey Monkey, being sure there are no duplicates.
5. The open ended questions will be “What skills and knowledge would have been beneficial but were not included in the BAAS program of study” and “What other skills and knowledge did you gain from the BAAS program that were not mentioned here.”
6. Misty will get the LO’s from the Marketing and Management classes for inclusion.
7. Tina is working on the IRB and Letter of Consent.
8. Theresa is working on the survey.