

October Monthly Report

Name: Judith K. Berry, Dean

Division: Business, Media, and Information Technologies (BMIT)

Date: October 27, 2008

BMIT Division Office:

Area Highlights (Selected Dean's Participation in Community Outreach and Professional Association Meetings)

- Attended the Michigan Business Education Association (MBEA) Conference in Grand Rapids (October 1-3)
- Attended the CIT League for Innovation Convention in Salt Lake City, Utah (October 18-22). Was a co-presenter with Terry O'Banion at a forum session sponsored by Walden University on "Technology-Rich, Learning-Centered Doctorates for Community College Administrators and Faculty"
- Met with Jim Hogan, Information Officer, from the Michigan Department of Information Technology (DIT), Mary Speiser, and Dave Haggadone to discuss DIT training needs (Sept. 15)

<i>Accessibility Goal: LCC will be accessible to students and other stakeholders.</i>

Office of Instruction

Strategy 1: To provide training to prospective and incumbent IT workers and connect them with local employers through apprenticeship opportunities

Status:

- 30 students are currently employed in IT apprenticeships
- The Director of Instruction attended MEATA Conference on 9/19/08 for the purpose of learning more about apprenticeships
- Presented "IT Apprenticeships: Helping Students Get a Foot in the Door" at the Michigan Business Education Association Annual Conference in Grand Rapids on 10/3/08. The purpose of presenting is to continue disseminating information about IT apprenticeships on a state and national level.
- Participated in the Fall 2008 Job Expo sponsored by Capital Area Michigan Works! held at the Lansing Center on 9/30/08 as part of the effort to recruit students into apprenticeships.
- Reactivated connections with companies that currently have apprentices: AJ Boggs, Pardee/Velocity, and MDIT.
- Next steps:
 - Connect with companies that have not yet hired apprentices to restart interest.
 - Connect with students who have submitted resumes, but not yet been placed for coaching and mentoring.

- Fall 08 Apprenticeship Orientation is tentatively scheduled for first week in November. Businesses presenting during the orientation will include AJ Boggs, TechSmith, Auto Owners, MDIT, Liquid Web, and Spartan Internet.

Immediate Concerns: None

Student Success Goal: LCC will enhance the ability of its students to succeed in meeting their learning goals.

Office of Instruction

Strategy 1: Develop new models for academic resource management and accountability

Status:

- A formal procedure for determining program viability for college use was created.
- A preliminary review was conducted on 9/25/08 for feedback from Deans' Council with the final presentation on 10/14/08.

Immediate Concerns: None

Strategy 2: To provide curriculum and courses that meets the needs of students

Status: BMIT and BCI are partnering with Michigan Department of Information Technology (MDIT) to provide continuing education (credit) courses for the purpose of retraining state IT workers.

Immediate Concerns: Stakeholder survey is being conducted to determine IT topics to cover in ongoing training sessions

Strategy 3: Address curriculum development and delivery concerns on an on-going basis

Status:

- Hospitality Program reviewed the one-year accelerated program concept. They determined the concept is not a good match for the program at this time.
- Business program developed a one-year delivery plan, with courses already offered in 8-week sessions. This was submitted to VP Peterson (see Attachment 1 for sequence). Since courses are set up for accelerated delivery already, awareness is the only item needed for promotion.

Immediate Concerns: None

Strategy 4: Increase the number of students completing their programs by helping the students determine if they are on track for their degree and/or certificate

Status: The theme for this year's Declare a Major Day is "Getting the Most from College: I'm More Than My Classes". Student advising will be from 3:00-6 p.m.; panel discussion from 6:00-7 p.m. BMIT student clubs invited to participate include AMA, Legal, and Office Administration. Area businesses are invited for a mini-job fair, which include the Chamber of Commerce, Habitat for Humanity, and the Radisson.

Immediate Concerns: None

Business Department

Strategy 1: Articulations with other institutions in Hospitality, Business, and Accounting programs

Status: An articulation agreement has been signed between Ferris State University (FSS) and Lansing Community College (LCC). The agreement is for a period of six years, effective September 15, 2008, through September 15, 2014. Programs now offered are BAPT and BUAD.

Immediate Concerns: None

Strategy 2: Partnerships with other institutions – Business Administration Degree with Northwood University

- For the Fall 2008 second 8-weeks (which began October 8, 2008), 299 students enrolled in culinary lab courses compared to 226 students in Fall 2007 (an increase of 32%).
- 14 students enrolled in HMFS 263 (Gourmet American Cookery)
- 13 students enrolled in HMFS 102 (Special Topics in Hospitality); 13 students in TRVL 102 (Special Topics in Travel); and 21 students in ACCG 210 (Fraud & Prevention)

Immediate Concerns: None

Strategy 3: Meetings with Business Department program teams and support staff throughout the semester

Status:

- The Management & Marketing programs are holding biweekly meetings regarding PRESS Cycle C
- Hospitality, Travel and Tourism are currently discussing program review at their weekly meetings

Immediate Concerns: None

Media, Art, and Information Technologies Department

Strategy 1: Articulations or partnerships with other institutions

Status:

- Two articulation proposals have been received from Savannah College of Art and Design
- Ferris State/Grand Rapids campus rep met in LCC to submit a document from Ferris outlining their vision of an articulation. ADM will examine and see if adjustments to curricula can be made to facilitate an agreement.

Immediate Concerns: None

Strategy 2: To improve student success in the CIT Apprenticeship Initiative

Status: Gary Heisler has agreed to be liaison between CIT and the LCC Apprenticeship Office.

Immediate Concerns: None

Strategy 3: To implement the Cisco Academy Training, equipment purchase and local academy relationship

Status:

- Training for the first two Cisco Academy Exploration courses has been completed. Students who complete these courses may take the Cisco Certified Entry (CCENT) Level 1 exam.
- Course proposals for the last two Cisco Academy Exploration courses were submitted this fall. Additional training will be necessary for these two courses.

Community Goal: LCC will contribute to the economic vitality and quality of life of the region and state.

Office of Instruction

Strategy 1: To support the core business of the Division – Academics – through the seeking of grant monies

Status: Establish additional funding to support the IT Apprenticeship Initiative (PRODEV)

- Mary Speiser and Lois McIntosh will be attending the NSF ATE conference in Washington, DC (10/29-10/31/08) for the purpose of understanding NSF grant reporting expectations and identifying future grants.

Immediate Concerns: None

Media, Art, and Information Technologies Department

Strategy 1: To contribute to the economic and educational vitality of the state

Status: Coordination has begun to begin formulating a business plan and immediate budget needs for a small prototype Design Center within MAIT.

Immediate Concerns: None

Strategy 2: To offer workshops for professionals and for the general community

Status: A photography “Canon Explorers of Light” workshop is scheduled for Saturday, November 22, 2008, in Dart Auditorium.

<p><i>Employees Goal: LCC values employees as its greatest resource, and strives to be an employer of choice.</i></p>
--

Strategy 1: To provide professional development in-service to upgrade faculty skills and methods

Status: Ike Lea presented a Lightroom in-service on 10/10/08. Release time will be requested for Ike to develop Lightroom version 2 handouts.

Division Dates to Remember:

[List important dates that Board and ELT should note.]

- Friday, November 14, 2008: Reception hosted by the Paralegal Program Advisory Committee to celebrate LCC’s achievement of maintaining 20 years of ABA paralegal program approval (9:00 a.m. to 10:30 a.m., Herrmann Conference Center)
- Wednesday, December 3, 2008: 2008 “Declare Your BMIT Major Day” (3:00 – 7:00 p.m.)

Attachment 1



2000 - Business, Media, and Information Technologies
 P. O. Box 40010 Lansing, Michigan 48901-7210
 Phone: (517) 483-5334 Fax: (517) 483-9612

TO: Deans' Council
 FROM: Judith K. Berry
 DATE: September 23, 2008
 SUBJECT: Business, Media, and Information Technologies Division One Year Business Degree

Attached is a suggested course sequence for the Business Administration Associate in Business degree (curriculum code 0243). The purpose of this proposal is to offer accelerated delivery to college-ready (not in need of remediation) full-time students. Courses are offered in eight week segments with the exception of ECON 201, ACCG 210, and MATH 117. Due to the difficulty of the material, students will be better served by taking these courses over sixteen weeks.

BMIT Division One Year Associate Degree Proposal Business Administration Degree (0243)

Suggested Semester Schedule

Semester	Start Date	End Date	Time Span	Possible Credit Load
Fall 2009	Thu, Aug 20	Wed, Oct 14	1 st 8 weeks	15
	Thu, Oct 15	Sun, Dec 13	2 nd 8 weeks	10 (4 cont)
Spring 2010	Sat, Jan 9	Fri, March 12	1 st 8 weeks	16
	Sat, March 13	Fri, May 7	2 nd 8 weeks	8 (8 cont)
Summer 2010	Mon, June 7	Mon, Aug 2	8 weeks	13

June 5, 2009 – August 2, 2010

Total 62 credits

Suggested Course Sequence

I Fall A	Credit	II Fall B	Credit	III Spring A	Credit	IV Spring B	Credit
BUSN 101	1	BUSN 201	3	ACCG 210	4	ACCG 210	(cont)
BUSN 118	3						
ECON 201	4	ECON 201	(cont)	BUSN 160	2	MGMT 200	3
MGMT 101	1	CITA 110	3	MATH 117	4	MATH 117	(cont)
MGMT 234	3	MKTG 200	3	MGMT 225	3	MKTG 229	2
WRIT 127	3	MGMT 290	1	MKTG 119	3	MGMT 150	3
Total: 15		Total: 10 (4 cont)		Total: 16		Total: 8 (8 cont)	

V Summer	Credit			
BIOL 120	4			
BUSN 250	3			
LEGL 215	3			
SPCH 110	3			
	Total: 13			