



[BFHOP] MEETING MINUTES

[Business/Financial Services/Hospitality Management/Office and Paralegal Cluster]

March 26, 2015

1:30PM

BA307

ITEM 1. Danny, resigning as cluster chair/ Elect new Chair for the BFHOP cluster

Discussion: Danny is giving up the cluster chair for next year 2015-16, Cary High has been nominated by Karen Brown and he has accepted, and will begin as cluster chair in August of 2015.

Data/data source: (where appropriate)

Action: Cary nominated as chair, he accepted and cluster agrees with outcome.

ITEM 2. Link Courses to College-wide Outcomes by April 20, 2015

Discussion: Each discipline has to go on college web to link new outcomes to business cluster courses.

Data/data source: (where appropriate)

Action: Classes divided between members of cluster to link outcomes.

ITEM 3. Change Doc- AAS/AS Business Entrepreneurship to be reduced to 60 credits submit by November Curriculum Meeting

Discussion: State mandated, Business Entrepreneurship faculty will reduce program to 60 credits and submit to curriculum by November.

Data/data source: (where appropriate)

Action:

ITEM 4. New Books—

MAN 2021 – Principles of Management

Robbins and Decenzo, Fundamentals of Management: Essential Concepts and Applications (9th edition), Prentice Hall

Two Options:

Print Textbook Plus MyManagementLab with Pearson eText – ISBN 9780133773217

3-Hole Punch Text Plus MyManagementLab with Pearson eText – ISBN 9780133792393

GEB 2214 – Business Communications

Guffey, Essentials of Business Communication (10th edition), Cengage Learning, ISBN 9781285858913

Discussion: New book by publisher, updated material to better serve students

Data/data source: (where appropriate)

Action: new books recommended, voted on and approved.

Attendance:

**Debbie Beres,
Dr. Jane Montonen
Bill Paczhowski,
Bob Gillan
Cary High,
Karen Brown
Lisa Mears,
Ronald Capute
Heidi Ladika-Cipolla**

Submitted by:

Danny Fonteot
[name], Scribe

c. Minutes Distribution List