

## **2012 Academic Year**

### **Summer Quarter 2012 through Spring Quarter 2013**

**PROGRAM DESCRIPTION:** This curriculum offers excellent instruction for a wide range of positions in the service, banking, and manufacturing industries, as well as in small businesses.

**MISSION STATEMENT:** In a personalized setting, using multiple delivery methods, we prepare diverse students to acquire business skills, knowledge, and abilities for successful application in a global marketplace.

#### **PRODUCTIVITY / OUTPUT INDICATORS**

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**1. Program Enrollments**

**a. Head Count Enrollments**

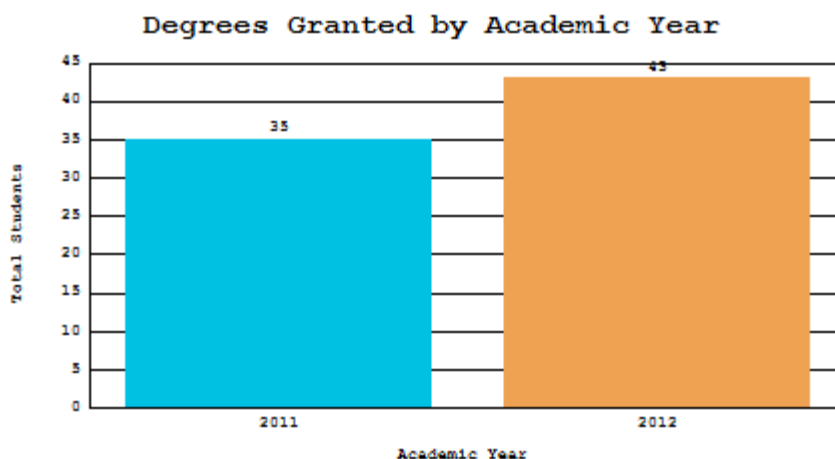
Total of all students enrolled in the Business Administration - BS program for any length of time in the 2012 academic year: -

<b>2012</b>	291
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**2. Program Completion**

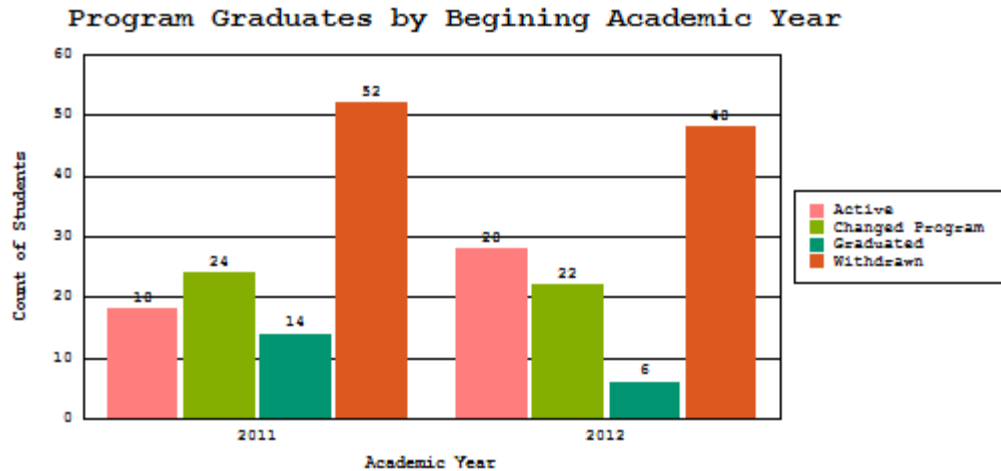
**a. Number of Degrees/Certificates Granted**

Total number of graduates from the Business Administration - BS program in recent academic years: If a student graduated before 7/1/2013, they are considered to have graduated in the 2012 academic year.



**b. Proportion of Program Starters Completing**

Total number of students who applied and matriculated at UNOH in the Business Administration - BS program from academic years 2008-2012 and the current status of their academic program:



**3. Faculty Productivity**

**a. Student/Faculty Ratio**

Average number of students per course section broken down by course subject: This information is specific to the 2012 academic year, but not specific to any program.

**BUSINESS ADMINISTRATION COURSES**

Average students per section: 12.96

**MANAGEMENT COURSES**

Average students per section: 16.56

**ECONOMICS COURSES**

Average students per section: 14.02

**FINANCE COURSES**

Average students per section: 16.55

**MARKETING COURSES**

Average students per section: 12.02

**ACCOUNTING COURSES**

Average students per section: 12.79

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**PROGRAM NEED INDICATORS**

**1. Local/Regional Job Market Needs**

**a. Number of Existing Job Openings**

**Ohio**  
**Occupational Employment Projections Report, 2010-2020**

Occupational Title**	Employment*		Change in		Annual Openings			Average Wage May 2011
	2010 Annual	2020 Projected	Employment 2010 - 2020	Percent	Grow th	Replaceme nts	Total	
<b>Total, All Occupations</b>	5,368,900	5,867,000	498,100	9.3%	52,818	125,856	78,674	
<b>Management Occupations</b>	319,210	328,150	8,940	2.8%	1,308	6,648	7,956	
Chief Executives	10,280	9,930	-350	-3.4%	0	267	267	\$82.68
General & Operations Managers	44,570	43,990	-580	-1.3%	0	829	829	\$53.38
Sales Managers	13,070	13,860	790	6.0%	79	380	459	\$53.78
Public Relations & Fundraising Managers	1,590	1,750	160	10.1%	16	46	62	\$48.79
Computer & Information Systems Managers	10,790	12,370	1,580	14.6%	158	165	233	\$55.41
Financial Managers	17,320	17,790	470	2.7%	47	317	364	\$52.18
Industrial Production Managers	10,180	10,960	780	7.7%	78	239	317	\$45.91
Purchasing Managers	2,540	2,670	130	5.1%	13	77	90	\$46.42
Transportation, Storage, & Distribution Managers	4,450	4,850	400	9.0%	40	108	148	\$44.17
Compensation & Benefits Managers	810	800	-10	-1.2%	0	20	20	\$48.50
Human Resources Managers	2,900	3,200	300	10.3%	30	71	101	\$52.27
Training & Development Managers	700	770	70	10.0%	7	17	24	\$48.82
Food Service Managers	12,090	12,070	-20	-0.2%	0	223	223	\$23.32
Property, Real Estate, & Community Association Managers	9,370	9,310	-60	-0.6%	0	197	197	\$32.43
Social & Community Service Managers	5,120	5,890	770	15.0%	77	111	188	\$31.35
Managers, All Other	21,400	22,010	610	2.9%	61	476	537	\$49.41
<b>Business &amp; Financial Operations Occupations</b>	237,410	266,580	29,170	12.3%	2,919	4,906	7,825	
Agents & Business Managers of Artists, Performers, & Athletes	250	260	10	4.0%	1	5	6	\$27.98
Buyers & Purchasing Agents, Farm Products	430	430	0	0.0%	0	8	8	\$26.55
Wholesale & Retail Buyers, Ex Farm Products	4,440	4,720	280	6.3%	28	112	140	\$27.72
Purchasing Agents, Ex Wholesale, Retail, & Farm Products	12,160	12,240	80	0.7%	8	326	334	\$28.25
Claims Adjusters, Examiners, & Investigators	10,020	10,070	50	0.5%	5	256	261	\$27.44

Insurance Appraisers, Auto Damage	310	280	-30	-9.7%	0	8	8	\$24.92
Compliance Officers	6,190	7,040	850	13.7%	8	4	75	\$27.62
Human Resources, Training, & Labor Relations Specialists, All Other	22,060	24,530	2,470	11.2%	2	48	372	\$23.45
Logisticians	5,200	6,360	1,160	22.3%	1	16	100	\$33.82
Management Analysts	22,590	25,860	3,270	14.5%	3	26	368	\$37.87
Compensation, Benefits, & Job Analysis Specialists	3,610	3,670	60	1.7%	0	6	61	\$27.27
Training & Development Specialists	8,080	9,840	1,760	21.8%	1	76	136	\$26.81
Business Operations Specialists, All Other	27,880	29,450	1,570	5.6%	1	58	534	\$30.98
Credit Analysts	2,090	2,410	320	15.3%	3	2	44	\$28.79
Financial Analysts	6,370	7,420	1,050	16.5%	1	05	135	\$38.40
Personal Financial Advisors	6,190	7,560	1,370	22.1%	1	37	71	\$36.08
Insurance Underwriters	5,200	5,430	230	4.4%	2	3	169	\$28.92
Financial Examiners	950	1,170	220	23.2%	2	2	20	\$36.49
Credit Counselors	1,040	1,190	150	14.4%	1	6	27	\$19.3
Loan Officers	10,400	11,750	1,350	13.0%	1	35	267	\$27.02
Financial Specialists, All Other	6,450	6,490	40	0.6%	4	4	137	\$33.41

b.

**2. Support of Academic/Occupational Area for which Instruction is Provided**

**a. Participation in Program Advisory Committee Meeting**

Advisory Board meetings are held annually. Minutes are posted online.

**3. Success in Meeting Expressed Student Needs/Demands**

4. Students were not receiving enough content in economics, finance and accounting. Based on this feedback, for the 2013/2014 catalog required courses for these three areas were restructured for the baccalaureate and associate degree programs.

**5. Program Autonomy**

**a. Service Instruction to Other Programs**

b.

6.	
7. PROGRAM	# OF MAJOR COURSES TAKEN
<b>Baccalaureate Programs</b>	
Accounting	3
Accounting CPA Track	7
Accounting – Forensic	1

Marketing	8
Health Care Administration	4
Specialized Studies	Entire program, minus 2 courses
<b>Associate Degree Programs</b>	
Accounting	2
Marketing	6
Health Information Technology	0
Medical Assistant Technology	1
Medical Office Management	2
Agribusiness Marketing / Management Technology	3
Digital Forensics / IT	2
Digital Multimedia Design / IT	1
System Administration / IT	3
Network Security / IT	3
Legal Assisting	1
Office Management	2
Sport Marketing and Management	3
Travel and Hotel Management	4

**8. Lack of Unnecessary Duplication with other Programs**

**a. Listing/Enrollments of Similar Programs in Region**

<b>INSTITUTION</b>	<b>PROGRAM OFFERED</b>
University of Findlay	Bachelor Degree in Business Management
Tiffin University	Bachelor Degree in Accounting, Finance, Computer Information Technology, Management Marketing, and Sports Management. Compared Managerial Studies Program
Defiance College	Bachelor Degree in Business Administration
The Ohio State (Branch)	Bachelor Degree in Business Administration with required specialization in one of 12 areas and is not comparable to UNOH's Bachelor Degree in Business Administration
Bluffton University	Bachelor Degree in Business Administration
Ohio Northern	Bachelor Degree in Business Administration Management

**b. Number of other Courses in Same Discipline Taught at Institution**

Courses at UNOH

	Courses Not Offered at UNOH	not Offered at Institution
<b>University of Findlay</b>	Business and Society Consumer Behavior in Marketing (is offered at UNOH but not required in BA program) Labor Economics (we require Economics in Today's Society) Investment Analysis (we required Corporate Finance) Business Communications MIS (is an elective for us)	Organizational Behavior Leadership Moral Issues in Business Global Management Issues
<b>Tiffin University</b>	Business Law (focuses on civil and criminal law) Organizational Strategy (similar to Strategic Management) Information Systems for Managers Supply Chain Management	Legal Issues in Consumer Sales Transactions Macroeconomics Economics in Today's Society Leadership Business Capstone
<b>Defiance College</b>	Introduction to Business (offered for non-Business Administration majors) Management Information Systems Business Communication Business Finance	Principles of Finance Business Capstone Economics in Today's Society Leadership
<b>Bluffton University</b>	Using Microcomputers Organizational Communication Production and Operations Management Introduction to Information Systems Business Internship	International Business Business Capstone Economics in Today's Society Organizational Behavior Leadership Moral Issues in Business Global Management Issues
<b>Ohio Northern University</b>	ONU's program is focused on business planning while UNOH is more general. Free Enterprise and Business Planning (UNOH offers Introduction to Business but is only required for non-Business Administration majors) Career Planning and Preparedness (prepares students to manage their careers) Information Systems for Business Planning Management Decision Making (this focuses on qualitative and quantitative management tools) Internship in specialization (Internships are recommended but are not required) BIZ Lab 1 (UNOH requires First Year Experience) BIZ Lab 2 (provides preparation for internship, UNOH capstone is assessment based)	Principles of Management (ONU offers Behavioral Management for Business Planning) Principles of Finance (ONU offers Financial Accounting Foundations for Business Planning and Financial Analysis for Business Planning which covers Principles of Finance and Corporate Finance topics) Leadership Moral Issues in Business (ONU offers Ethics for Business Planning) Strategic Management and Business Policy (Integrated Business Planning 1 and 2 with Business Planning Lab)

**STUDENT CHARACTERISTICS INDICATORS**

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**1. Student Demographics**

Total of all students enrolled in the Business Administration - BS program for any length of time in the 2012 academic year, broken down by gender, ethnicity, and age group (based on student's age on 7/1/2012).

<b>Ethnicity</b>	<b>Gender</b>	<b>18-25</b>	<b>26-35</b>	<b>&gt;35</b>	<b>Total</b>
<b>Black, or African American, Non</b>	Female	3	2	5	10
	Male	7	1	2	10
	<b>TOTAL</b>	<b>10</b>	<b>3</b>	<b>7</b>	<b>20</b>
<b>Hawaiian/Pacific Islander, Rac</b>	Female	1	0	0	1
	Male	0	0	0	0
	<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Hispanic/Latino</b>	Female	1	0	0	1
	Male	7	0	0	7
	<b>TOTAL</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>8</b>
<b>Non-Hispanic/Latino</b>	Female	0	0	0	0
	Male	2	0	0	2
	<b>TOTAL</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>Non-Resident Alien</b>	Female	3	0	0	3
	Male	10	0	0	10
	<b>TOTAL</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>13</b>
<b>Other</b>	Female	1	0	0	1
	Male	0	0	0	0
	<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Race/Ethnicity Unknown</b>	Female	24	2	3	29
	Male	14	4	3	21
	<b>TOTAL</b>	<b>38</b>	<b>6</b>	<b>6</b>	<b>50</b>
<b>White</b>	Female	2	0	0	2
	Male	0	0	1	1
	<b>TOTAL</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>White, Non-Hispanic/Latino</b>	Female	47	20	16	83
	Male	74	18	11	103
	<b>TOTAL</b>	<b>121</b>	<b>38</b>	<b>27</b>	<b>186</b>
<b>GRAND TOTALS</b>		<b>196</b>	<b>47</b>	<b>40</b>	<b>284</b>

Total of all students enrolled in the Business Administration - BS program for any length of time in the 2012 academic year, broken down by their home state of residence.

Home State	# Students
INTL	11
GA	2
MD	1
NC	1
TX	3
CA	1
HI	1
MI	7
OH	241
VA	1
CT	1
IN	8
MN	1
ON	1
WA	1
FL	6
KY	1
MS	1
PA	2

**2. Student Participation/Ability**

**a. High School GPA**

Average high school GPA of all students who have a GPA on record and were enrolled in the Business Administration - BS program for any length of time in the 2012 academic year: Since GPA scales can vary among high schools, only those GPAs between 0 and 4.5 are considered in this average.

<b>Average High School GPA for Students</b>	2.86
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**b. Test Scores**

Total number of students who attended remedial courses in the 2012 academic year, who were active in the Business Administration - BS program:

Course	# of Students
EN-070	44
MH-065	37
<b>Students taking at least one remedial course</b>	51

**c. Proportion Transfer**

Total number of students who are self-reported transfer students and were enrolled in the Business Administration - BS program for any length of time in the 2012 academic year:

Institution Transferred From	# of
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	Students
James A Rhodes State College	34
Not Specified	5
Wright State University Celina	3
Defiance College	2
The University of Findlay	2
University of Toledo	1
Western Texas College	1
Monroe County Community Coll	1
Marion Technical College	1
Ohio State University Agricultral Tech	1
Coll Mt St Joseph	1
Owens Technical College	1
Indiana Institute of Technology	1
Sinclair Community College	1
Ohio University	1
Univ St Francis in	1
Delta College	1
Jackson State Cmty Coll	1
Art Institute Ca Los Angeles	1
Art Institute Ca Los Angeles	1
American Motorcycle Institute	1
Adams State College	1
Columbus State Community Coll	1
St Andrews Presbyterian Coll	1
Aarts Office Us Army	1
Cerritos College	1
Northern Virginia Cmty College	1
Wake Technical Cmty College	1
Anoka-Ramsey Community College	1
University of Cincinnati	1
Central Ohio Technical College	1
The Ohio State University at Lima	13
Bowling Green State University	3
Bluffton University	2
Wright State University	2
Mount Vernon Nazarene University	2
Lansing Community College	1
Lake Land College	1
Macomb Community College Ctr	1
Coastline Cmty College	1
Antioch Univ Yellow Springs	1
Eastern Michigan University	1

Westrn International Univ	1
Lincoln Memorial University	1
Ohio State University Columbus	1
Ohio Wesleyan University	1
Shawnee State University	1
Devry University	1
Stautzenber College	1
Pennsylvania St Univ Univ Park	1
York Technical Institute	1
Salem State College	1
Moorpark College	1
James A Rhodes State College	1
Midstate College	1
Wheeling Jesuit University	1
Northwest State Community Coll	1
Santa Fe Community College	1
Western Oklahoma State College	1
Central Texas College	1
Ivy Tech Community College - Ft Wayne	1
Southeastern Community College	1
<b>TOTAL</b>	<b>120</b>

**3. Student Activity Levels**

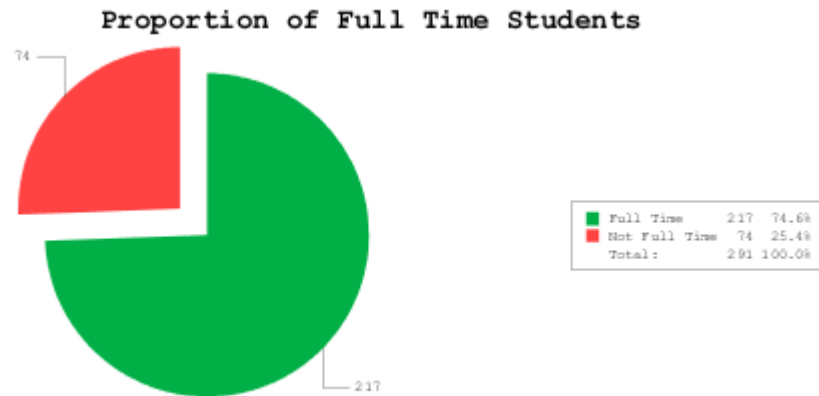
**a. Average Load Term**

Student-registered credit hour summary for students - This number represents the credit hours for all courses in which the student attended all, or a portion of the class, in the academic year.

Total Registered Credit Hours	Average Registered Credit Hours Per Student, Per Term
<b>10,232</b>	<b>12.90</b>

**b. Proportion Full-Time**

Proportion of full time students who attended classes in the 2012 academic year in the Business Administration - BS: The full time status is calculated by dividing the total number of credit hours completed by the total number of terms attended for each student in the 2012 academic year in which the Business Administration - BS was an active program.



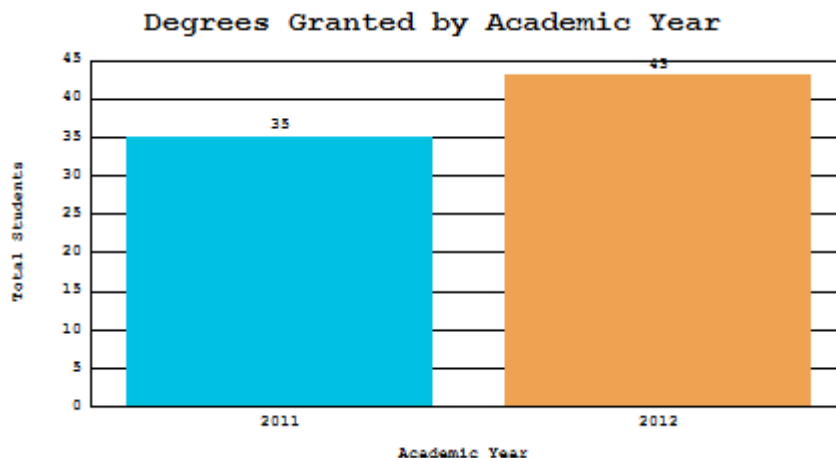
**STUDENT ACHIEVEMENT (OUTCOME) INDICATORS**

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**1. Attrition/Retention**

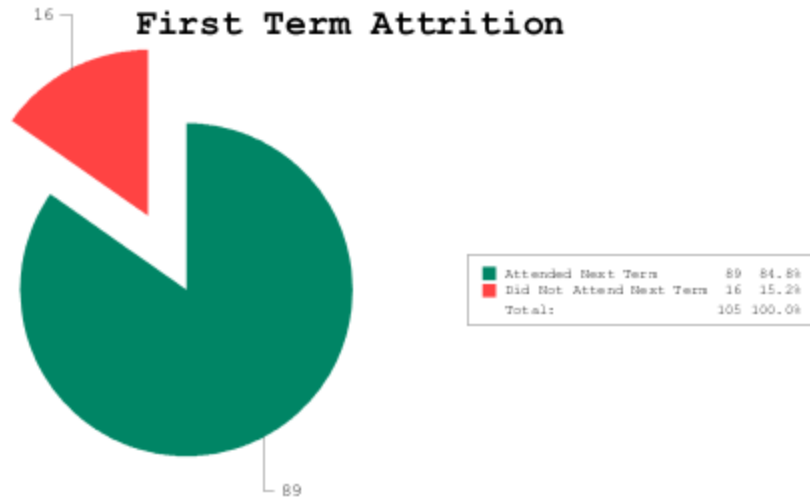
**a. Program Completion Rate**

Total number of students who started enrollment at UNOH and eventually graduated from the same program within these years:



**b. First Term Attrition**

Total number of new students (never attended UNOH before) who attended classes in the academic year and started their first term in the program but who did not return the following term:



**c. Reasons for Non-Completion**

Withdraw and hiatus reasons provided by students who attended classes but later withdrew from classes. If a student started, and withdrew multiple times in the academic year, they will be counted multiple times:

Reason for Withdrawal	# of Students
Personal Reasons	2
Undecided Or Not Ready	1
<b>TOTAL</b>	<b>3</b>

Reason for Hiatus	# of Students
Has Not Registered for Classes	22
Personal Reasons	19
Employment, Plans Return	9
Academic Suspension	8
Personal Financial Reasons	7
Excessive Absenteeism	2
Not Specified	2
Medical Reasons - Documented	2
Medical Reasons Not Documented	2
Course Desired Not Avail	1
Taking Term Off	1
<b>TOTAL</b>	<b>75</b>

**PROGRAM QUALITY INDICATORS**

**1. Faculty Quality**

**a. Degree Levels/Training of Faculty**

Name	Highest Degree Level	Training
<b>Full-Time</b>		
Jenell Bramlage	PhD	
Mariann Byrne	Masters	
Ronald Gillette	Masters	
Robyn King	PhD	
Bonnie Leonhardt	PhD	
Cynthia Preston	PhD	
Kevin Stotts	JD	
Amanda Templeton	Masters	
Jon Tomlinson	PhD	
Timothy Weiss	Masters	
Michael Callahan	Masters	
Susan Mann	PhD	
Chip Welch	Masters	
<b>Adjunct</b>		
Jenny Apple	Masters	
Laurie Barnes	PhD	
Lisa Cashel	MASTERS	
Ellen Dove	Masters	
Jennifer Egrie	Phd	
Mitchell Franklin	PhD	
Holly Gleason	JD	
Kay Green	Masters	
Jeff Grover	PhD	
Michael Lacy	PhD	
Malinda Maag	Masters	
Laina Molaski	Masters	
Denise Mooney	Masters	
Lisa Niese	JD	
Gigi Smith	DM	
Dawn Ward	JD	
Alan Aylor	PhD	
James Beougher	Masters	
John Bramlage	Masters	
Connie Brewer	PhD	
Marilyn Carroll	Masters	
Mathew Gonzalez	PhD	
Keith Grant	PhD	
Julie Jewell	PhD	

Cindy Leis	Masters	
Calvin Lindo	Masters	
Stacey Little	PhD	
Steven Meneses	PhD	
Wayne Moening	Masters	
Eric Morrison	PhD	
Mitch Morse	Masters	
Shireese Perez	PhD	
Janice Tucker	PhD	
Timothy Tuttle	PhD	
Robert Vega	PhD	
Todd Senft	PhD	
Rhonda Tennebaum	Masters	
Robert Tielman	DBA	
Bruce Binkley	Masters	
Bari Courts	PhD	
Michael Domin	Masters	
John Halstead	PhD	
Emily King	CPA	
Lisa Cashel	Masters	
Dana Leland	Masters	
Anthony Rahrig	Masters	

**b. Proportion of Credit Hours Taught by Faculty**

**Business Administration**

<b>Name</b>	<b>Full Time/Adjunct</b>	<b>Credit Hours</b>	<b># of Courses</b>
<b>Jenny Apple</b>	Adjunct	11	3
<b>Laurie Barnes</b>	Adjunct	3	1
<b>Jenell Bramlage</b>	Full Time	9	3
<b>Mariann Byrne</b>	Full Time	23	5
<b>Lisa Cashel</b>	Adjunct	6	2
<b>Ellen Dove</b>	Adjunct	6	2
<b>Jennifer Egrie</b>	Adjunct	18	4
<b>Mitchell Franklin</b>	Adjunct	6	2
<b>Ronald Gillette</b>	Full Time	9	3
<b>Holly Gleason</b>	Adjunct	3	1
<b>Kay Green</b>	Adjunct	6	2
<b>Jeff Grover</b>	Adjunct	9	3
<b>Robyn King</b>	Full Time	3	1
<b>Michael Lacy</b>	Adjunct	3	1
<b>Bonnie Leonhardt</b>	Full Time	3	1

<b>Malinda Maage</b>	Adjunct	6	2
<b>Laina Molaski</b>	Adjunct	3	1
<b>Denise Mooney</b>	Adjunct	5	1
<b>Lisa Niese</b>	Adjunct	41	9
<b>Cynthia Preston</b>	Full Time	3	1
<b>Gigi Smith</b>	Adjunct	3	1
<b>Kevin Stotts</b>	Full Time	15	5
<b>Amanda Templeton</b>	Full Time	3	1
<b>Jon Tomlinson</b>	Full Time	29	11
<b>Dawn Ward</b>	Adjunct	12	4
<b>Timothy Weiss</b>	Full Time	3	1
<b>Chip Welch</b>	Full Time	9	3
<b>FULL-TIME TOTALS</b>		109	35
<b>ADJUNCT TOTALS</b>		141	39

**Management**

<b>Name</b>	<b>Full Time/Adjunct</b>	<b>Credit Hours</b>	<b># of Courses</b>
<b>Jenny Apple</b>	Adjunct	3	1
<b>Laurie Barnes</b>	Adjunct	6	2
<b>Jenell Bramlage</b>	Full Time	13	3
<b>Mariann Byrne</b>	Full Time	20	6
<b>Alan Aylor</b>	Adjunct	3	1
<b>Ellen Dove</b>	Adjunct	9	3
<b>James Beougher</b>	Adjunct	3	1
<b>John Bramlage</b>	Adjunct	9	3
<b>Connie Brewer</b>	Adjunct	6	2
<b>Jan Bruggeman</b>	Adjunct	27	7
<b>Michael Callahan</b>	Full Time	34	8
<b>Marilyn Carroll</b>	Adjunct	5	1
<b>Robyn King</b>	Full Time	56	16
<b>Michael Lacy</b>	Adjunct	6	2
<b>Bonnie Leonhardt</b>	Full Time	48	14
<b>Malinda Maag</b>	Adjunct	3	1
<b>Mathew Gonzalez</b>	Adjunct	12	4
<b>Denise Mooney</b>	Adjunct	9	3
<b>Keith Grant</b>	Adjunct	5	1
<b>Julie Jewell</b>	Adjunct	8	2
<b>Cindy Leis</b>	Adjunct	16	4
<b>Calvin Lindo</b>	Adjunct	21	5
<b>Stacey Little</b>	Adjunct	14	4
<b>Susan Mann</b>	Full Time	6	2
<b>Steven Meneses</b>	Adjunct	9	3
<b>Wayne Moening</b>	Adjunct	9	3

<b>Eric Morrison</b>	Adjunct	9	3
<b>Mitch Morse</b>	Adjunct	6	2
<b>Shireese Perez</b>	Adjunct	5	1
<b>Cynthia Preston</b>	Full Time	5	1
<b>Gigi Smith</b>	Adjunct	8	2
<b>Jon Tomlinson</b>	Full Time	15	5
<b>Janice Tucker</b>	Adjunct	9	3
<b>Timothy Tuttle</b>	Adjunct	5	1
<b>Robert Vega</b>	Adjunct	3	1
<b>Chip Welch</b>	Full Time	26	8
<b>FULL-TIME TOTALS</b>		109	35
<b>ADJUNCT TOTALS</b>		141	39

**Marketing**

<b>Name</b>	<b>Full Time/Adjunct</b>	<b>Credit Hours</b>	<b># of Courses</b>
<b>Jenny Apple</b>	Adjunct	11	3
<b>Bruce Binkley</b>	Adjunct	3	1
<b>Jenell Bramlage</b>	Full Time	13	3
<b>Michael Callahan</b>	Full Time	8	2
<b>Ronald Gillette</b>	Full Time	3	1
<b>Michael Lacy</b>	Adjunct	3	1
<b>Pauline Lundeen</b>	Adjunct	23	7
<b>Malinda Maag</b>	Adjunct	9	3
<b>Susan Mann</b>	Full Time	60	18
<b>Denise Mooney</b>	Adjunct	3	1
<b>Todd Senft</b>	Adjunct	16	4
<b>Amanda Templeton</b>	Full Time	3	1
<b>Rhonda Tennebaum</b>	Adjunct	5	1
<b>Robert Tielman</b>	Adjunct	3	1
<b>Jon Tomlinson</b>	Full Time	10	2
<b>Chip Welch</b>	Full Time	33	7
<b>FULL-TIME TOTALS</b>		130	34
<b>ADJUNCT TOTALS</b>		67	22

**Economics**

<b>Name</b>	<b>Full Time/Adjunct</b>	<b>Credit Hours</b>	<b># of Courses</b>
<b>Mariann Byrne</b>	Full Time	24	8
<b>Bruce Binkley</b>	Adjunct	3	1
<b>Jan Bruggeman</b>	Adjunct	3	1
<b>Bari Courts</b>	Adjunct	27	9
<b>Michael Domin</b>	Adjunct	3	1



<b>Wayne Moening</b>	Adjunct	12	4
FULL-TIME TOTALS		24	8
ADJUNCT TOTALS		48	16

**Finance**

Name	Full Time/Adjunct	Credit Hours	# of Courses
<b>Michael Domin</b>	Adjunct	8	2
<b>John Halstead</b>	Adjunct	8	2
<b>Emily King</b>	Adjunct	14	4
<b>Craig Kuhlman</b>	Adjunct	8	2
<b>Lisa Cashel</b>	Adjunct	8	2
<b>Dana Leland</b>	Adjunct	3	1
<b>Steven Meneses</b>	Adjunct	3	1
<b>Cynthia Preston</b>	Full Time	49	12
<b>Anthony Rahrig</b>	Adjunct	15	3
FULL-TIME TOTALS		49	12
ADJUNCT TOTALS		67	17

**2. Curriculum/Instructional Environment**

**a. Average Class Size**

Average number of students per course section broken down by course subject:

<b>Average Students per Section</b>	12.96
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**b. Actual/Possible Course-Taking Sequences and Patterns**

(This part needs to be updated by Kim to ensure the formatting is correct.)

<b>FALL 2012</b>			
Sequential Courses That Must Be Scheduled			
Course Number	Course Name	Credit Hours	Prerequisite Course(s)
BU100	Survey of Business Leaders	3	None
MA121	Principles of Management	5	None
UN100	First Year Experience	1	None
EN070	<i>Basic English*</i>	3	<i>None</i>
MH065	<i>Review Math*</i>	3	<i>None</i>
<p>*EN070 &amp; MH065 are needed if you did not receive credit through:                      ACT/SAT scores, Placement Testing, or transfer credit.                      **Schedule EN180 &amp; MH169 &amp; MH190 as soon as possible to ensure you will be able to schedule courses that require them.</p>			

<b>WINTER 2013</b>			
Sequential Courses That Must Be Scheduled			
Course Number	Course Name	Credit Hours	Prerequisite Course(s)
MT220	Marketing I	5	None
MH190	Algebra	5	MH065
DP144	Developing Business Presentations	3	None

<b>SPRING 2013</b>			
Sequential Courses That Must Be Scheduled			
Course Number	Course Name	Credit Hours	Prerequisite Course(s)
BU240	International Business I	5	MA121 & MT220
MA122	Small Business & the Entrepreneur	3	MA121
MA226	Human Resources Management I	3	MA121
AC114	Accounting I	5	None

<b>General Education Courses: Lower Level (100-200)</b>	
✓ When Taken	Course/Credit Hours
	CO179 Intro. to Human Communications/3
	EN180 Composition I/5
	EN200 Composition II/5
	MH169 Business Math/5
	MH190 Algebra/5
	PY177 Intro. to Psychology/3 or SO186 Sociology/3
	SC200 Principles of Ecology/3
	UN220 Introduction to Diversity Issues/3
	Humanities (100-200) 3 credit hours

	<b>(AR, EN, HI, RE, SP)</b>
	General Education Electives Lower Level (100-200) 3 credit hours

<b>General Education Courses: Upper Level (300-400)</b>	
	CO445 Group Dynamics/3
	PH310 Ethics/3
	EN- Literature Elective/3
	MH310 Finite Mathematics/3 <b>or</b> MH315 Calculus/3
	MH350 Statistics/5
	MH420 Quantitative Methods/3
	<i>Choose 1:</i> PY375 <b>or</b> PY376 <b>or</b> SO380 /3
	SC320 Biology/3 <b>or</b> SC330 Physics/3
	UN490 Portfolio Capstone/1
	Humanities (300-400) 6 credit hours <b>(AR, CO, EN, HI, PO, WS)</b>
	General Education Electives Upper Level (300-400) 6 credit hours
	Practicum Electives Upper Level (300-400) 6 credit hours
	Specialized Electives Upper Level (300-400) 1 credit hour