



FORM 1: Presentation Checklist

Academic Affairs Presentation Checklist

Name: Theresa Freihoefer, Business Department Chair

Date: October 7, 2015

Department: Business

Please note: If an item listed is not relevant to your specific presentation to Academic Affairs, please mark as **N/A**. Use as many pages as necessary.

OVERVIEW OF PROGRAM OR POLICY

The business department, working closely with culinary, is addressing a student and local community need for a new AAS Hospitality Management degree and certificate. This new program will provide the students with the specific classes, both business and culinary, that are needed to gain employment in the hospitality industry. Our location is a nationally known tourist spot with many career opportunities in this field for our students. This program replaces a business specialization and better delivers on what the hospitality industry needs in terms of skills and knowledge. (Please see attached detailed new program proposal.)

BUDGET

From academic year 2009-10 to present, we have had an average of 38 students per year declaring our current Hospitality, Tourism, Recreation Management (HTRM) specialization. We expect the student enrollment projection to increase with the new Hospitality Management program because of the combined support from post-secondary education (HDESD), Advisory Board, local businesses and OSU-C's Todd Montgomery (we are creating a pathway to his new Hospitality Management degree at OSU-C).

This program combines existing courses in both culinary and business which are taught by current faculty with no, short-term, projected need to increase course sections. The 2 new courses for this degree will increase part-time instructor payroll by \$4,000-\$5,000 per year.

INSTRUCTIONAL REQUIREMENTS

Uses existing pool of full time, part time faculty.

OPERATIONAL NEEDS, CURRENT AND FUTURE

Utilizes existing resources including faculty, administration, staff, classrooms/kitchens/Elevation, and equipment. Business department chair would oversee this new program but work in close partnership with culinary.

STUDENT IMPACT

For those students who declared our existing HTRM specialization, we would teach out. It is expected that those students who have just started in the old program will be encouraged to switch to the new Hospitality Management program as it will better prepare them for a career in Hospitality Management. If switching within their first year, majority of classes taken will transfer to the new program.

We will communicate the new program through (business and culinary) advising as well as the upcoming 16-17 catalog.

ANTICIPATED IMPLEMENTATION TIMELINE

Implement new Hospitality Management program for Fall 2016.

Timeline:

- Gain Academic Affairs approval in October, 2015.
- Complete Curriculum forms early November, 2015, for Curriculum committee review.