

FACT SHEET TEMPLATE

NAME OF PROGRAM **Business Management and Marketing** Cooper Campus

DATE FORM COMPLETED October 1, 2007

PROGRAM DESCRIPTION BMM Our program is an Associate in Applied Science degree business program that offers four options for students. (Management, Retail Marketing, Real Estate and Equine Management)

ASSISTANT DEAN Lynn Madison

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COORDINATOR Don Hardwick

OFFICE BLDG & # 102H A/T E-MAIL don.hardwick@kctcs.edu PHONE 859-246-6261

PROGRAM ENROLLS STUDENTS: SPRING, FALL or BOTH (Please underline)

Faculty wishes to be contacted via phone or e-mail or both (Please underline)

Specific office hours and days that faculty will meet with students to advise and enroll. Faculty are available for advising according to each individuals advising commitment. We issue formal advising times to each faculty member.

Information for summer advising for coordinators

Can the college contact you via e-mail or phone?	<u>Yes</u>	No
Will you reply to students' e-mails or phone calls?	<u>Yes</u>	No

Are there specific courses the student can take for your program that they can be enrolled in for the summer or fall semester if you can not be reached? Please list.

1. We have a limited number of Business classes available during Summer. We advise student to take general education classes that are required for our program if Business classes are not available.

2. The students can also take specific on-line courses, but the classes should be approved by the advisor.

List pertinent information for the program that may be helpful for students? Please provide below.

See your advisor every semester to make sure you are taking correct classes.