SPRING 2010
Senior Exit Surveys

Forty graduating seniors responded to our Spring 2010 Senior Exit Survey. Some of the highlights of this survey are as follows:

- 80% reported that they were “Very Satisfied” with their decision to earn a B.B.A. in our department. The other 20% noted that they were “Satisfied” with this decision.
- 75% reported that it was “Very Likely” that they would recommend our program to a friend. Another 23% noted that it was “Likely” that they would recommend our program.
- 38% reported that faculty were “Frequently” available outside of class. Another 60% reported that faculty were “Regularly” available.
- 22 of 40 students reported that they planned to work in a company not owned by their family. Eleven others noted that they planned to work on their MBA and three reported that they planned to work on a graduate degree in law.
- Three students reported that they had already accepted a job offer.

As with previous semesters, the surveys remain excellent in our department. **98% of our graduating seniors reported that the quality of instruction in our department was “Good” or “Excellent.”** One student noted, “RCOB has great professors and staff, and I am happy to have been part of this amazing program.”

The complete surveys are available in my office for you to review at any time.

Tom G.
**Records Retention – IMPORTANT!!!**

**EXAMS/TESTS**

Follow the guidelines below before you shred/dispose/destroy your old course exams.

**How long should I keep course exams?**
The minimum retention rate for exams:
- current semester and one semester prior.
However, you may keep exams longer than the aforementioned time period.

Multiple Choice exams: keep a “master copy of each exam version” and all student scantrons associated with each version.

Essay exams: entire exam must be kept using the timeframe listed above.

**How do I dispose of my old exams?**
Once exams exceed the retention time period you must “give the exams to Liz Runyan” to be destroyed.

**BOR Process for file destruction**

a. Send a file destruction form via email to Tara Pearson for approval.
b. Email approval confirmation & destruction form must be signed by the dept chair.
c. Signed originals will be sent back to IRP and a copy kept within the Dept per BOR rules.

---

**Important Dates**

**Fall 2010**

**Aug 11**
General Faculty Meeting
9-10 am
RCOB Faculty Lunch/Retreat
11:30-5 pm

**Aug 12**
Fall 2010 semester begins

**Aug 12-18**
Drop/Add

**Aug 25**
Mgt Dept Meeting
10-12 pm
RCOB Conf., Rm. 127

**Sept 4**
No Classes – Labor Day

**Sept 28**
BB&T Lecture

**Sept 30**
Executive-In-Residence

**Oct 1**
Board of Visitors

**Oct 2**
Homecoming

**Oct 6**
Last day to withdraw with a “W”

**Oct 14-15**
Fall Break

**Nov 5**
Dept Lunch with the Dean
11:30 am
Z-6

**Nov 24**
Thanksgiving Recess
(no classes, offices open)

**Nov 25-26**
Thanksgiving Holiday
(offices closed)

**Dec 11**
Graduation (Sat)

**Dec 24-Jan 2**
Offices Closed
In Memory of

Dr. Eugene O. Poindexter

Born: August 26, 1932
Death: June 23, 2010
Occupation: Retired Professor
Hobbies: Antique Collecting
Organizations: Retired Lt. Col. US Air Force

Dr. Eugene O. Poindexter, 77, of Carrollton passed away Wednesday, June 23, 2010.

Memorial contributions may be made to

Dr. Eugene O. Poindexter Endowment Fund
Development & Alumni Relations
c/o Bart Gillespie
1601 Maple Street
Carrollton, GA 30117