

Gordon Ford College of Business
Administrative Council Meeting
Minutes
February 27, 2014
9:00 a.m.
Grise Hall 443

Members present included Drs. Chris Brown, Jeff Butterfield, Cathy Carey, Bob Hatfield, Zubair Mohamed, Rick Shannon, Michelle Trawick, Steve Wells and Jeff Katz, presiding. Ms. Amy Miller was a guest.

Dr. Katz welcomed Ms. Amy Miller and asked her to share an update of the college's development efforts. She shared plans for a March reception in the Nashville area for constituents of the GFCB. Dr. Katz also asked GFAC to save April 10 and 11 for Hays Watkins events and the Business Executive Advisory Council. Dr. Katz announced that Ms. Harvey will contact endowed chairs about supplying yearly summary reports and/or letters to donors.

Dr. Katz asked for approval of the minutes from February 13, 2014. Dr. Mohamed made a motion to approve and Dr. Carey made a second to approve the minutes. The minutes were approved without change.

Dr. Katz shared an update from CAD. He shared information regarding proposed changes to the transitional retirement provisions of the faculty handbook. He asked for the remaining annual faculty appraisal reports to be submitted before noon February 28th. Dr. Katz gave an update on the Phase I FY 15/16 budget process.

Dr. Katz asked for feedback for the center and program director review process. It was decided Ms. Harvey will distribute hard copies of all of the reports to GFAC and they will be discussed at the next GFAC meeting.

Dr. Katz suggested the need for a fiscal advisory committee/task group to review peer institution financial operations to assure the GCB is proactive with regard to peer fiscal policies. Dr. Hatfield suggested using graduate students to gather the information. It was decided that the Dean will send out a call for volunteers from faculty interested in serving on the task group.

Dr. Katz asked for ideas on how to fill the open endowed professorships within the college. There was discussion about expectations, timelines, and announcements to fill the Mattie Newman Ford chair and Meany/Holland chairs within GFCB. Drs. Mohamed and Wells will write statements of qualification for each position.

There was discussion about surplus recurring funds and how to propose allocating the money for FY 14/15 and FY 15/16.

Dr. Katz asked for departmental updates. Dr. Trawick announced the undergraduate curriculum committee met to discuss the Certificate of Advanced Professionalism being proposed by the PEAK committee. Dr. Hatfield announced the REACH week activities. Dr. Brown said the

Finance Department is in the early stages of preparing an engagement event for Finance students. Dr. Carey announced the ODE banquet plans to have Brett Guthrie speak. The Economics Department has formed a new group for female students. She also said the Semester at Sea course met its class size requirements. Dr. Mohamed said the work for the business plan competition is underway. Dr. Shannon announced the Marketing Advisory Council meeting is scheduled for March 23 & 24. Mr. Joe Davis will chair the council. The Marketing Department is working on a proposal with CIS for a possible new track in Marketing Analytics. Dr. Wells said the student IMA chapter met with Dr. Hunt as advisor and officers were elected. They are planning to tour Nashville with the Professional IMA chapter. He also announced two candidates were interviewed and a Form 3 has been submitted to make an offer for the open position. The PEAK team has been chosen for competition on April 25. Dr. Butterfield said the Information Systems department is promoting the BI program and working with the extended campus infrastructure to offer that program.

The meeting ended at 11:00 a.m. The next meeting is scheduled for March 27, 2014.