

**Gordon Ford College of Business
Administrative Council Meeting**

Minutes
August 6, 2015
9:00 a.m.
Grise Hall 443

Members present: Drs. Ray Blankenship, Cathy Carey, Bob Hatfield, Paula Potter, Rick Shannon, Michelle Trawick, and Jeff Katz, presiding. Drs. Indu Chhachhi and Mark Ross were in attendance for Dr. Chris Brown and Dr. Steve Wells. Dr. Mark Ciampa was a guest.

Dr. Katz welcomed everyone and introduced the guests. Dr. Ciampa shared information from the most recent Strategic Planning Council (SPC) meeting and explained the restructuring of the action teams/committees. There was discussion about the role of college administrators in SPC. There was discussion about the mission of the SPC and it was suggested a flow chart should be created to show the processes and purpose. Dr. Katz said it is important to continue to involve students and alumni on the Council. Dr. Katz asked Dr. Ciampa to look at ways to broaden the involvement of the SPC, evaluate the most recent SWOT, and think about sharing the goals of the SPC at the college meeting in August.

Dr. Katz asked for approval of the minutes from the July 9th meeting. Dr. Hatfield made a motion and Dr. Trawick made second to approve the minutes. The minutes were approved by the GFAC.

Dr. Katz shared an update from the most recent CAD meeting. He asked GFAC to let him and Dr. Trawick know of any issues with recent request for learning outcomes. He announced that offer letters can now include a two year graduate faculty appointment. Dr. Katz said the University Senate recently had a resolution regarding the budget and shared a copy of the response from the President and Provost. There was discussion about instructor ranks and promotion and it will also be discussed at the fall college meeting.

Dr. Katz announced the GFCB enrollment remains strong and thanked GFAC for their efforts. He gave an update from Ms. Bethany Smith about a recipient for the MasterPlan engagement award. Dr. Katz announced the course fees will be discussed at the college wide meeting and he will ask for participation on an oversight committee to ensure funds are spent accordingly. Dr. Chhachhi will chair the committee.

Dr. Katz distributed the proposed FY 17 staffing plan for GFCB. He explained the spreadsheet and Dr. Potter explained the requests for an AQ management position and pedagogical management position. Dr. Katz asked Dr. Potter to begin the search for the Plus 2 AQ Management position.

Dr. Katz asked for an update from the committee working on the policy on impact. They plan to meet soon in order to share information at the college meeting in August. Dr. Trawick mentioned Dr. Spiller would like to meet with the committee.

Dr. Trawick announced that the committee regarding using course fees for tutoring has met and they are looking at benchmark institutions. They also plan to meet with Mr. Chris Jenson soon about collaborating with the Academic Advising and Retention Center. The goal is to have some basic tutoring set up in January.

Dr. Katz asked GFAC for feedback on the need and mission of the Global and Diversity committees within GFCB. There was discussion about linking them to the college's SPC as an initiative.

Dr. Katz shared the draft agenda for the faculty and staff meeting August 19th. He asked for suggestions and changes. He will talk about impact during the Dean's report, as well as the budget, enrollment, development, and the course fees. Dr. Chhachhi suggested sharing an update on the new building and Dr. Katz agreed. New building brochures will be placed on the tables. Dr. Trawick recommended Tenure and Promotion be added to the agenda.

Dr. Katz asked for departmental updates. The Department Chairs shared their plans for upcoming departmental meetings. Dr. Shannon announced Dr. Gotlieb is retiring at the end of the calendar year. Dr. Trawick and Ms. Tonya Guyton met with an Admissions counselor and GFCB will be the pilot participant for the Multicultural Visit Program event on March 19th. Dr. Trawick announced the Center for Leadership Excellence is scheduled to move into the first floor suite of Grise Hall on August 19th. She also announced a mentoring event for new faculty on Friday, August 28th at the Bistro.

The meeting ended at 11 a.m. The next GFAC meeting is scheduled for August 20th at 9 a.m.