

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

Minutes

February 11, 2016

9:00 a.m.

Grise Hall 443

Members present: Drs. Ray Blankenship, Cathy Carey, Chris Brown, Bob Hatfield, Paula Potter, Rick Shannon, Michelle Trawick, and Jeff Katz, presiding.

Dr. Katz asked for approval of the minutes from January 28, 2016. Dr. Hatfield made a motion to approve, Dr. Trawick made a second motion, and GFAC approved the minutes without changes.

Dr. Katz shared an update from the most recent CAD meeting. He asked GFAC for their opinion about engaging retired and emeritus faculty. Dr. Katz announced John Gottfried will be reaching out to departments about their needs at the library.

Dr. Trawick said the curriculum committee members have materials from peer and aspirant institutions. She encouraged GFAC to look at the materials and provide any suggestions. She said faculty appraisals were due February 1st and should be turned in if they haven't been already. Dr. Trawick announced she will be working on budget transfers next week. She said the awards committee is working to find a convenient meeting time and she will be contacting GFAC for alternate representatives if a time is not established. Dr. Trawick asked GFAC to look at their departmental and program websites and make sure the websites contain accurate information.

Dr. Katz announced GFCB needs nominations for the appointment of a representative for the International Education Advisory Council. GFAC will solicit input from their faculty and discuss candidates at the next meeting.

Dr. Katz announced a change has been made to the AACSB Standard 4. It states the college website should include student achievement information by July 1, 2016. There was discussion about what criteria would be relevant to report and how to gather the information. Dr. Katz will contact Drs. Little, Spiller, and Wells for their work on this matter.

Dr. Hatfield distributed the Aim High Journal List for the GFCB Summer Research Grants Program. The list will be added to the GFCB website when completed and approved by GFAC.

Dr. Katz asked GFAC for feedback on the Center and Program reports. The GFAC reviewed the reports and provided general comments for the department chairs to share with the directors.

The meeting ended at 11:00 a.m.