

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

Minutes

September 8, 2016

8:00 a.m.

Grise Hall 443

Members present: Drs. Ray Blankenship, Cathy Carey, Indu Chhachhi, Bob Hatfield, Harold Little, Paula Potter, Patricia Todd, Michelle Trawick, and Jeff Katz, presiding. Dr. Jerry Daday was a guest.

Dr. Katz welcomed everyone and asked for approval of the minutes from August 25, 2016. Dr. Hatfield made a motion to approve and Dr. Potter made a second motion to approve. The GFAC approved the minutes without changes.

Dr. Katz introduced Dr. Jerry Daday, to share information about the Zuheir Sofia Endowed International Faculty Seminar (ZSEIFS). A seminar during late May and early June of 2017 will take place in Bosnia. There will be opportunities to visit the School of Economics and Business at the University of Sarajevo, which is accredited by AACSB. Faculty should apply to participate before October 22<sup>nd</sup>.

Dr. Katz gave an update from the most recent CAD update. He shared that conference and catering is currently working on a new contract. Dr. Katz said the eSports program was discussed and thanked Dr. Todd for her efforts. He shared Marc Archambault's proposal for crowdfunding. Dr. Katz also shared the policy regarding student recruitment materials is being revised and reminded GFAC Enrollment Management needs to review materials before they are produced. He shared University College's proposal to offer an introductory to business course and his concerns with accreditation issues should that happen.

Dr. Katz shared the revised staffing plan for FY 17/18. Based on recent retirement announcements, changes will need to be made. There was discussion about possible changes.

Dr. Katz distributed a document of Development Accomplishments and Priorities. He shared these are his plans for the next five years and asked GFAC for their feedback and suggestions. Dr. Blankenship suggested including the internship program, PEAK, the career specialist, and communication coordinator as accomplishments and assets to the GFCB.

Dr. Trawick asked for approval of the updated summer/winter compensation that was distributed at the last GFAC meeting. It was approved and Dr. Trawick will send it to Mr. Jesse Willcut for the website.

Dr. Katz asked for departmental updates. Dr. Chhachhi said the Finance Department was pleased with how the Smile and Greet Day turned out. He also announced they are hosting a Finance Social on September 21<sup>st</sup> and GFAC is invited. Dr. Carey announced Mr. Steve Forbes is speaking today in the auditorium. She has been contacted by Cigna about creating internships for actuarial students. Dr. Potter announced a farewell reception for Jennifer Melear and the search for her

replacement is underway. Dr. Little announced Meet the Firms is scheduled for Monday, September 12<sup>th</sup>. He announced updates for the Accounting Advisory Council. Dr. Blankenship announced the IS department is working on a SWOT analysis and may form a new student organization. Dr. Trawick announced some student scholarships are not showing up on student accounts but she is working with the scholarship office and please let her know of any students that need help. There was discussion about sabbatical applications and the process.

The meeting ended at 11:00 a.m.