

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

Minutes  
April 7, 2016  
9:00 a.m.  
Grise Hall 443

Members present: Drs. Ray Blankenship, Chris Brown, Harold Little, Paula Potter, Rick Shannon, Patricia Todd, Michelle Trawick, Steve Wells, and Jeff Katz, presiding. Guests included Tuesdi Helbig, Gina Huff, and Chris Vincent from Institutional Research.

Dr. Helbig introduced herself and Ms. Huff and Mr. Vincent. She gave a detailed presentation on Institutional Research's Visual Analytics program. She also distributed a user agreement for Visual Analytics.

Dr. Katz asked for approval of the minutes from March 25, 2016. Dr. Trawick made a motion and Dr. Hatfield made a second motion to approve the minutes. GFAC approved the minutes without changes.

Dr. Katz asked Dr. Hatfield to give an update from the most recent CAD meeting. Dr. Katz shared information from his recent AACSB meeting in Boston and mentioned some goals for the upcoming accreditation. He distributed documents from AACSB.

Dr. Trawick gave an update from the curriculum committee and said she needs a representative for the university committee. She is also working on a sub-committee for curriculum review and asked GFAC for recommendations for representatives. Dr. Trawick said the fiscal resource task committee is scheduled to meet April 8<sup>th</sup>.

Dr. Katz asked for department updates. Department chairs shared updates and plans for upcoming events from their departments. Dr. Brown announced the KBMI internship program deadline to apply is April 20<sup>th</sup> and is open to all majors. Dr. Hatfield announced the Graduate Curriculum Committee approved the Math Economics concentration.

Dr. Hatfield distributed a report regarding graduate assistant positions, funds, tuition stipend, and fall enrollment. Dr. Brown made a motion to approve \$70,000 for the graduate assistant budget. Dr. Trawick made a second motion to approve and the GFAC approved the \$70,000.

Dr. Little made a suggestion that department heads should discuss departmental advisory councils and best practices. Dr. Brown suggested covering it in the GFAC summer retreat.

The meeting ended at 11 a.m. The next meeting is scheduled for Thursday, April 21<sup>st</sup>.