

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

Minutes

August 24, 2017

9:00 a.m.

Grise Hall 443

Members present: Drs. Ray Blankenship, Cathy Carey, Indudeep Chhachhi, Bob Hatfield, Harold Little, Paula Potter, Patricia Todd, Michelle Trawick, and Jeff Katz, presiding.

Dr. Katz asked for approval of the minutes from August 10, 2017. Dr. Hatfield made a motion to approve and Dr. Blankenship made a second motion to approve the minutes from August 10th. They were approved with no changes.

Dr. Katz shared updates for the GFCB. He thanked the GFAC for their efforts for the successful beginning to our semester. He mentioned Dr. Cathy Carey was just selected for the Dugas Endowed Professorship. Dr. Carey mentioned how grateful she is for the professorship and thanked Dr. Katz and Dr. Donald Smith for their efforts of making it happen. Dr. Katz mentioned the faculty and staff meeting on August 16th had a great response and was an effective meeting. He shared that the Student Advisory Council meeting yesterday, August 23rd, was a success. Adabella Nunez was elected as chair of the council. They asked if we could encourage faculty member to announce the Welcome Back BBQ on September 7th to their classes. Dr. Little mentioned needing two representatives from the SAC for his diversity committee. Updates regarding BEAC were given. Ms. Carolyn Ridley has been offered a position on the committee, and has accepted. Dr. Katz asked GFAC to make plans to attend the BEAC meeting on October 13th. An invitation to attend HODA was also extended. Our Homecoming event will be on October 14th, from 12:00 pm – 2:00 pm, with a ribbon cutting ceremony for our auditorium at 1:00 pm. Dr. Katz submitted GFCB staffing plan, which includes 5 faculty positions and one advisor, to Dr. Lee in Academic Affairs. A conference call with Dr. Katz and Dr. Little and Dr. Chris Clemmons is scheduled for August 31st. The discussion will be about faculty, staff, and students diversity and inclusion efforts. There are some issues pertaining to some WKU Foundation accounts, and those were shared with GFAC for informational purposes. On October 26th, Dr. Doug McElroy will present training on Platinum Analytics. The Dual Credit Report, Online Learning Report, and President's Report on Enrollment were passed around for review. Congratulations to Dr. Chhachhi, who has been appointed by Dr. Caboni to be Chair of the University's Budget Council. He shared his thoughts about the duties of the council. GFCB Road trip has several spots filled, but room is available if any GFAC members wish to be a part of the experience.

Dr. Trawick updated GFAC regarding Jobzology. Its capabilities were discussed and possible opportunities for using the program were shared. Dr. Trawick suggested using the program for a year and renew if it was found beneficial. She also mentioned Jobzology is willing to work with faculty to provide training. It was agreed to use the program on a trial basis. Part Time faculty and pay schedules adjustments were reviewed. Moving forward, any changes need to be made before SIAs are submitted for Spring term. Dr. Trawick also mentioned meeting with each GFAC

members to assess their budgets. Dr. Trawick took a moment to thank those that participated in the challenge course.

Mr. Jesse Willcut has worked tirelessly to ensure our semester has had a seamless beginning, both on main campus and at the GFCB Fountain Square space. As a 'thank you', GFAC voted to recognize him with an On the Spot Award. It will be presented at the next GFAC meeting, September 7th. Dr. Chhachhi mentioned the Finance Departmental meeting. He also shared his wish to send several student to attend a conference in October. Dr. Blankenship shared Delta Sigma Pi won Chapter of Excellence for the local chapter. Also, Dr. Kirk Atkinson won the regional Chapter Advisor and National Advisor award. He also wanted to share that the IS Department donated 10 computers to the Fountain Square space. Dr. Little mentioned the Accounting Departmental meeting. The Beta Alpha Psi Picnic, held August 23rd, was a success. He mentioned there were 300 students attending the accounting orientation day. The BKD picnic is September 6th. Dr. Potter thanked Dr. Katz for attending the Management Departmental meeting. She also shared that Dr. Afzal Rahim had decided to reach out to DELO for support for his website. Manangement Advisory Council will meet during the first part of November. Dr. Todd mentioned the Marketing Departmental Meeting will occur on September 1st. Dr. Carey told GFAC that the Economics Departmental Meeting will also be held on September 1st. She shared that Dr. Brian Strow is proposing a B.S. in the major of Political Science, Philosophy and Economics. Dr. Carey also mentioned 5 undergraduate students will be working in the center, as well as other general department updates. Dr. Hatfield shared updates regarding the MBA students' activities. He told of the graduate certificate and the favorable response it is receiving. He provided updates on the GFCB Fountain Square activity and suggested to GFAC to offer classes in the space.

Dr. Little and Dr. Trawick shared updates regarding the accreditation process. Dr. Little mentioned the Accounting accreditation and Dr. Steve Wells' role in writing the report. Stacey Gish will help with the formatting of the report. They are confident the report will reflect positively for the program. Dr. Trawick mentioned that the business side needs to finalize a few details, and Dr. Shane Spiller will follow up with the faculty for additional information. November 15th is the deadline to mail the reports. Dr. Katz thanked Drs. Little, Wells, Trawick and Spiller for their efforts in preparing for the AACSB visit.

Nominations for recipients of honorary degrees were discussed.

The meeting ended at 11:49 a.m. The next meeting is scheduled for Thursday, September 7, 2017.