

Gordon Ford College of Business
Administrative Council Meeting
Grise Hall 443
Thursday, August 29, 2019
9:00 am

Members present: Drs. Ray Blankenship, Indu Chhachhi, Lukas Forbes, Bob Hatfield, Alex Lebedinsky, Mark Ross, and Evelyn Thrasher, presiding. Dr. LeAnne Coder and Dr. Aquesha Daniels, guest.

Dr. Thrasher asked for approval of the minutes from the August 8, 2019 meeting. Dr. Hatfield made a motion to approve the minutes, and Dr. Forbes made a second motion. The minutes were approved with no change.

Dr. Coder and Dr. Daniels reviewed the GFCB Faculty/Staff survey results with the Leadership Team. There was a brief Q&A for the purpose of clarity of the results. They reminded GFAC that SPC will have a mixer on September 19, at the Baker Arboretum and Downing Museum. GFCB will also be hosting a Trick or Treat event as an opportunity for students to meet and interact with people throughout the building. Harry Potter will be the theme.

Dr. Thrasher provided an update on the scholarships in TopDollar. The scholarship committee will review the applicants. TopDollar has a criteria system in place (noting GPA, hometown, etc.) that automatically determines if students are eligible for scholarships. There will be an effort to consolidate the application process on the college level for GFCB. Department Chairs were asked to reach out to Dr. Thrasher if they wish to have access to TopDollar.

Dr. Thrasher gave an update on submitting electronic versions of promotion and tenure documents. Dr. Thrasher attended CITL's P&T Electronic Portfolio workshop so she would have the knowledge to assist in the process. The Provost explained this year she would accept documents electronically (whether a scanned PDF or a dynamic PDF). Dr. Shook will follow the lead of the Provost as to what the Dean's office requires for submission. Dr. Chhachhi suggested a training session for faculty would be beneficial. Possibly in October and another in the spring? Dr. Thrasher will follow up with the workshop's instructor to check his availability to lead the sessions.

Dr. Thrasher plans to schedule a training workshop covering the regulations of AACSB for new faculty.

Dr. Thrasher reviewed the scheduling procedure for Grise Hall 235 (auditorium). Dr. Forbes shared his thoughts regarding the impact of the rotation schedule. Dr. Thrasher will keep the Department Chairs informed of the spring calendar and will consider how to move forward efficiently. Department Chairs were asked to send room requests (GH 235 and GH 530) to Dr. Thrasher as quickly as possible.

Dr. Thrasher asked for feedback regarding the college-wide kickoff.

- Overall the meeting went well.
- It was thought the dean's vision for the college was not clear.
- The need to have a meeting in January, or not, was discussed.
- The heavier breakfast followed by snacks at break time was well received, and preferred.
- There was conversation regarding the distribution of the Over the Top(s) award.
- Having the development officer present at future meetings may be evaluated for need.

Dr. Thrasher delivered an update regarding the MBA Director Search. GFAC members discussed strengths and weaknesses of the candidates.

In terms of departmental updates:

- Dr. Chhachhi said that the Finance Department has a team going to Minneapolis in October, as they are national finalist in the 2019 Financial Planning Challenge at the FPA Annual Conference. Ron Rhoades and Andrew Head have each put together workshops to enhance students' résumé and update their LinkedIn account. Dr. Chhachhi was asked to follow up with them to send the attendees names to Ms. Monica Duvall so that those students are able to obtain credit towards a professional certificate.
- Dr. Blankenship reminded GFAC members if students are caught cheating, Michael Crowe in Judicial Affairs should be notified. He wanted to bring awareness that if faculty are giving electronic tests, students may have access to their P: drive.
- Dr. Ross stated that the Accounting Department will host Meet the Firms on September 9th. The department has been busy recruiting for two prospective faculty positions. He expressed his congratulations to Ms. Kristine Barron, as being the first-ever recipient of the CITL Teaching Honor from the GFCB. She will be recognized at the Spirit of Teaching event on September 4.
- Dr. Forbes shared he sent out an email to the Marketing Department faculty regarding Title IX, and stated that issues must be reported.
- Dr. Lebedinsky announced the Economics Department first meeting this Friday and the dean plans to attend a portion of the meeting.
- Dr. Hatfield stated the Management Department is currently working with search committees looking for two faculty members.

Other Items for the Good of the College:

- Dr. Forbes suggests as a college, an effort be made to have more contact with the students and engaging them using various social media platforms. A suggestion was offered to ask faculty to mention our social media accounts to their students. Dr. Chhachhi mentioned how well Ms. Doreen Williams-Holmes is at this and offered others to reach out to her for guidance.
- Annual evaluation report for faculty are due to chairs by October 1st. The format will remain the same, as has been done in the past. Dr. Thrasher will forward a sample of the format to all the chairs.
- During MASTER Plan, thirty minutes for the students to meet with each department is too long. Moving forward, we may adjust how we host the students while in the building.

The meeting adjourned at 10:59 am. The next GFAC meeting is scheduled for September 12, 2019 at 9:00 am, GH 443.