

Gordon Ford College of Business
Administrative Council Meeting
Grise Hall 443
Thursday, May 16, 2019
8:30 am

Members present: Drs. Indu Chhachhi, Alex Lebedinsky, Harold Little, Paula Potter, Patricia Todd, Michelle Trawick and Cathy Carey, presiding.

Dr. Carey asked for approval of the minutes from the May 2, 2019 meeting. Dr. Trawick made a motion to approve the minutes and Dr. Potter made a second motion. The minutes were approved with no change.

Dr. Carey provided updates from the recent Council of Academic Deans (CAD) meeting.

- Dr. Carey announced to CAD that she is leaving WKU, as she has accepted the position of Dean at the Romain College of Business at University of Sothern Indiana. This is effective July 1.
- Discussion occurred of assembling a staffing plan, which is needed by July 5.
- The Provost requested justification of all programs that were labeled ‘Grow and Enhance’ during the CAPE process. Four departments in our college are affected. Dr. Carey reviewed what Provost Stevens will be looking for in the report.
- Moving forward, the Provost wants all Tenure and Promotion documents to be submitted electronically. She requests a maximum five-page executive summary, a CV, and an appendix. The Provost stated her preference of faculty members are able to go up for promotion early but cannot tenure early. Discussion occurred regarding post-tenure faculty. A committee may be formed to review tenured faculty.
- A committee is being developed to move the curriculum changes through the approval process more efficiently. Dr. Carey nominated Dr. Lebedinsky to serve as our college’s representative.

Dr. Carey shared information on the budget reductions. Discussion occurred of possible strategies moving forward.

Dr. Carey asked for faculty representative suggestions to serve on the Ad Hoc Committee for Continuance and Promotion. Dr. Lebedinsky and Dr. Potter submitted names for consideration.

Dr. Trawick reviewed the nominee suggestions for the Assurance of Learning Coordinator position and the Leadership Team discussed the applicant. Dr. Trawick will follow up with the candidate and will revisit with GFAC at our May 30 meeting.

In terms of departmental updates:

- Dr. Trawick shared that Ms. Jenna Aikins, our Budget and Resources Manager will be out on maternity leave until mid-August. She also explained she has been charged by the Provost to chair the Fee Committee.

- Dr. Little explained the Accounting Department has a new faculty member, Dr Charles (Charlie) Kile.

Dr. Carey thanked everyone for their efforts and participation in the college's commencement ceremonies on both Friday evening and Saturday morning. Everything went well.

The meeting adjourned at 10:15 am. The next meeting will be Thursday May 30, 2019, at 9:00 am.