

Gordon Ford College of Business
Administrative Council Meeting
Grise Hall 443
Thursday, August 8, 2019
9:00 am

Members present: Drs. Ray Blankenship, Indu Chhachhi, Lukas Forbes, Bob Hatfield, Alex Lebedinsky, Mark Ross, Evelyn Thrasher, and Chris Shook, presiding.

Dr. Shook asked for approval of the minutes from the July 25, 2019 meeting. The minutes were approved with no change.

Dr. Thrasher reviewed the Personnel Action Approval Procedure. She disbursed a draft copy of the procedure and a template letter. She asked that department chairs review the drafts and provide input. The chairs are asked to initiate the process moving forward.

Dr. Thrasher explained the status of the Calico Scholarship. She will be asking for Department Chairs to urge faculty to encourage students to apply for the scholarship. The scholarship was not awarded last year. Dr. Thrasher will investigate further and follow up with the scholarship committee to request they review the applications for the Calico Scholarship located on TOPDollar in addition to those submitted internally.

Dr. Blankenship examined the 12-credit hour rule with the Leadership Team and asked for input. Discussion occurred regarding students who are majoring or minoring in our college. Updated wording to the enrollment policy was offered. It was agreed by GFAC members that the policy should read, "Students with a declared minor or certificate from the Gordon Ford College of Business *may* be allowed to take up to 24 hours of upper-division courses."

Dr. Shook went over details of the MBA Director Search. He asked for initial thoughts on other searches in the college. Discussion occurred of prioritizing various college needs in the MBA Director search.

Dr. Shook explained the changes occurring in the Philanthropy offices. Our college will be working with Ms. Amanda Lich moving forward. He is meeting with Ms. Amanda Trabue, Development VP, and Ms. Lich this afternoon. It was suggested that Ms. Lich have an office in our building in an effort to become more familiar with our college. Dr. Shook will look into that possibility. Also, our college will be audited by the Foundation to confirm we are following the original gift agreements.

Dr. Shook shared that our college's Promotion and Tenure guidelines and accreditation standards are not aligned. He wishes to have this corrected. It was suggested to also include faculty annual evaluations in the alignment process. The scope of the Appraisal Committee that is looking into faculty evaluation process will be enlarged to include P&T guidelines, accreditations standards and faculty evaluation.

In terms of departmental updates:

- Dr. Lebedinsky announced the Economics Department will have a Visiting Professor in the fall, Dr. Golnaz Motie.
- Dr. Hatfield stated that Dr. Jeff Chandler and Dr. Cole Crider will be joining the Management Department in the fall. He also mentioned that Dr. Scott Cox and Ms. Cara

Cordell will no longer be working at the university. Updates to GH 238 (video capture) and GH 240 (active learning) are being done.

- Dr. Blankenship shared the Information Systems Department has hired two adjunct faculty members to teach CIS 243. Mr. Jake Stamper, a member of the IS advisory board, will be bringing members of the Shepherd community to meet with representatives from the Foundry and Hotel, Inc. They will be discussing how the Center for Data Analytics can help provide data that can be used to reduce poverty in the communities they serve. The department is in the process of replacing chairs in the labs and he offered the older seats to the other departments.
- Dr. Chhachhi said that the Finance Department has acquired a room from the Political Science Department. The room will be upgraded in time for the spring semester. Financial Planning and Business Finance majors are going through curricular review. The department continues to work on material for the Financial Planner Symposium, which will be held September 23rd. Their next departmental meeting will be August 23rd.
- Dr. Ross stated that the Accounting Department has hired Dr. Charles Kile. He plans to attend the American Accounting Association meeting next week to recruit faculty.
- Dr. Forbes explained the Marketing Department has hired Ruomeng “Ru” Wu to replace Tim Hawkins. They have also hired an adjunct faculty member to replace Corie Martin.
- Dr. Shook shared that CAD updates included an IT update from Mr. Greg Hackbarth. There was also a debriefing of the Deans, Department Chairs, and Directors workday.
- Dean Shook also mentioned that:
 - He intends to ask Dr. Whitney Peake to chair the Research Committee.
 - Moving forward, we will need to have a plan regarding our space.
 - Mr. Greg Hackbarth wants to have a technology advisory group. Dr. Blankenship will ask his faculty if they would be interested.
 - At the beginning of each GFAC meeting will be the opportunity to share a ‘Gordon Ford Minute’. This will be a time to tell something good and positive that is happening in each department.
 - The listening tour is coming up. The Dean expects to spend 30 minutes with each full-time faculty member. He will meet with staff in a group setting.
 - Beginning August 20, 8:00 am – 9:30 am, he will be hosting “Coffee with the Dean” in the conference room (GH 443). It is a ‘low-key, no agenda’ opportunity for the dean to make himself available to all faculty and staff. All are encouraged to stop by, have some coffee and pastries, and share what’s on your mind.

The meeting adjourned at 10:45 am. The next GFAC meeting is scheduled for August 29, 2019 at 9:00 am, GH 443.