

Gordon Ford College of Business

Administrative Council Meeting

Via Zoom

Thursday, May 7, 2020

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. Whitney Peake, guest

Dr. Chris Shook welcomed Dr. Whitney Peake to GFAC. She joined as an observer to assist her transition into the Management Department Chair role.

Dr. Shook asked for approval of the minutes from the April 30, 2020 meeting. Dr. Bob Hatfield made a motion to approve the minutes, and Dr. Ray Blankenship seconded. The minutes were approved with no change.

Dr. Shook asked the chairs to share good news going on in the departments.

- Dr. Chhachhi shared that the Center for Financial Success produced a humorous video on Twitter. The Center is also going to be assisting WKU students with financial guidance in response to housing refunds as a result of the Covid pandemic.
- Dr. Shook commended all of the departments on their efforts during this unusual time. The student response has been largely positive. The faculty have done an exceptional job at meeting the challenges of this semester.
- Department chairs were reminded to send in their three-second video to honor their graduating seniors.
- Ms. Stacey Gish has resigned from her position as the GFCB Communication Coordinator. Unfortunately, we are unable to celebrate her contributions to the college publicly, but we appreciate all she has done for the college during her time with us.

Dr. Shook provided a few updates from CAD (Council of Academic Deans) and commented on the GFCB budget forecast:

- The Financial Planning Certificate will go forward this month. Dr. Blankenship is getting together documentation for submitting the Business Data Analytics Certificate.
- We are still uncertain what budgetary cuts will be necessary for the university and our college. GFCB has some foundation funds that may be helpful in reducing our financial stresses.
- There was discussion of spending state and foundation funds and what the university will allow.

Conversation of our GFCB fall class scheduling was led by Dr. Shook. He asked the department chairs to consider how the classes will be logistically impacted in the fall (less than 50 people, six feet distance, etc.). He also asked the department chairs to assess their faculty's health and consider moving those at higher risk to online delivery. Mr. Jesse Willcut is currently working to make some of our classrooms Zoom capable.

Dr. Shook asked for clarification of internship coordinator for each department regarding stipend and who is listed as the instructor of record. It was agreed that there is no pay involved with this role. It was suggested to use the responsibility of internship coordinator as a faculty member's service requirement as opposed to being listed on their teaching record.

Historically DELO managed summer courses. Dr. Shook urged GFAC to be cautious about summer offerings. With the new budget model, expenses are paid by the GFCB.

Discussion of transfer equivalency denials were led by Dr. Thrasher. She explained conversations she has had with Dr. Pat Jordan and Ms. Beth Pethalsky. Department chairs shared their concern how some transfers could affect our credentialing and accreditation requirements. Dr. Thrasher will draft a statement, giving us a standard to follow throughout the college. She will present it to the GFAC members for final approval. Dean Shook will also follow up at a CAD meeting.

The meeting adjourned at 10:06 am. The next GFAC meeting is scheduled for May 14, 2020 at 9:00 am via Zoom.