

**Minutes of the Gordon Ford Administrative Council
October 18, 2007**

The Gordon Ford Administrative Council met on October 18, 2007 at 9:00 a.m. in Grise Hall 443. Members present were Dr. William Tallon, Chair, Dr. Jeff Butterfield, Dr. Bob Hatfield, Dr. Zuber Mohamed, Dr. John Wassom, Dr. Rick Shannon, Dr. Richard Aldridge, and Dr. Bob Reber.

Dr. Tallon called the meeting to order.

Mr. Tom Hiles opened the meeting with a presentation on the University Capital Campaign. He announced that they have received \$102.3 million to date. Mr. Hiles acknowledged Ms. Amanda Trabue for securing a new \$3 million gift. Mr. Hiles said the development office needs the help of faculty in two areas. The development office would like faculty to identify “big ideas” for the college and suggestions for future speakers.

Mr. Hiles asked Ms. Trabue to update the GFAC about her efforts. She passed out handouts for the college regarding the capital campaign and discussed the upcoming Hays Watkins lectures. Dr. Reber suggested that some of the smaller lectures be labeled Hays Watkins as well and the future lectures and receptions have their expenses tracked and documented.

Mr. Hiles asked the GFAC to update Bob Skipper, in University Relations, with faculty’s areas of expertise. This will help when media call for questions about certain topics. Mr. Hiles also asked that they help Ms. Trabue identify prospects when they have information on students that have become successful since their graduation from GFCOB. The last thing Mr. Hiles asked for was that GFCOB keep track of their in-kind gifts and share that information with Ms. Trabue and the development office so that they may acknowledge donors and count the contribution in the capital campaign.

Dr. Tallon opened the discussion for committee assignments. He will speak to Dr. Rick Shannon about Dr. Doug Fugate chairing the Cultural Enhancement Committee. Dr. Jeff Butterfield will ask one of his faculty members to sit on the University IT Advisory Committee.

Dr. Tallon passed out schedules for next week’s AACSB visit. The SPC will meet with them at 9:45 a.m. in the conference room. Dr. Tallon asked that the accounting department make sure all of their digital measures information is updated. Ms. Debbie Burch emailed everyone their log-in and password information. Some discussion was held regarding the schedule for next week and questions that may arise. When talking about the GFCOB assessment Dr. Reber suggested a focus group be held at the Homecoming Brunch. Dr. Tallon suggested that a short survey be passed out with the option of winning a prize for turning it in. Dr. Reber also suggested giving seniors a survey before they leave. Dr. Tallon said they could be given a gift that includes the survey.

Dr. Rick Aldridge mentioned some questions he had about QEP.

Dr. Tallon passed out an email from Dr. Dawn Bolton requesting information about any programs or services GFCOB offers the Owensboro area. Dr. Gary Ransdell will visit Owensboro on Nov. 1 and would like to mention what WKU is doing in that area. Dr. Tallon will email everyone and they should send their responses to Dr. Reber. Dr. Reber will collect them and turn them into Dr. Bolton.

The group adjourned at 10:30 a.m. and the next meeting will be October 25, 2007.