

**Minutes of the Gordon Ford Administrative Council  
November 29, 2007**

The Gordon Ford Administrative Council met on November 1, 2007 at 9:00 a.m. in Grise Hall 443. Members present were Dr. William Tallon, Chair, Dr. Jeff Butterfield, Dr. Bob Hatfield, Dr. John Wassom, Dr. Rick Shannon, Dr. Richard Aldridge, Dr. Bill Davis, Dr. Chris Brown and Dr. Bob Reber.

Dean Bill Tallon called the meeting to order.

Dr. Jeff Butterfield discussed BRAC – Base Re-Allocation Committee.

Dr. Rick Shannon had no report.

Dr. Bob Hatfield said the MBA office is very busy with applications to launch for the fall. They are working with Lynn and Cody on marketing and polling people about changing the name from eMBA.

Dr. Bill Davis said the search for the BB&T chair is still underway.

Dr. Chris Brown announced he will be taking a group of students to the Federal Reserve in Nashville on November 30. The Financial Advisory Committee will meet on Monday, Dec. 3.

Dr. Rick Aldridge said there will be a candidate for the chair position in town on Friday, Nov. 30. He announced that the accounting department will hold a senior banquet on Thursday, December 6. He passed out a recent department newsletter.

Dr. Bob Reber asked for grades to be turned in by December 18.

The minutes from November 15 were approved with one change: the word “on” in paragraph 10 should be “an.”

Dr. Reber announced that the Assurance of Learning committee is working on the freshman/senior exam. It was decided that “I don’t know” will be added to the choices of answers for each question. Dr. Reber said that going forward the exam will be a part of the grade for 498. The mba committee is also collecting information for its assurance of learning. this semester assurances related to both oral and written communication are being collected and assessed. The other aol mba assessments take place in spring 08.

Dr. Reber mentioned involvement with the alumni survey. He said this is GFCOB’s opportunity to ask questions. He will send the link out for everyone to make suggestions.

Dr. Tallon handed out the latest version of the Endowed Professor Policy.

Several changes were made:

- Page 2, 3<sup>rd</sup> bullet should read “and/or.” Page 2, bullet 2, delete the first sentence.
- Page 2, bullet 3, add “scholarly activity.”
- Page 3, last sentence, change “input from” to “a recommendation.”
- Page 5, bullet 2, delete “or at another university.”
- Page 5, bullet 4, delete “in the terms of the reappointment, responsibilities, stipends, support, or development funds to “to the agreement.”

Dr. Chris Brown made a motion to pass the policy with the above changes. Dr. Bill Davis made a second. The GFAC approved the policy and said it will become effective July 1, 2008. Dr. Tallon said the terms need to be communicated to current endowed chairs. They can choose to start their terms in July and go through the review process in four years.

Dr. Tallon said GFAC will meet during finals, Dec. 13, to discuss the department budget model.

Dr. Tallon announced that a note went out to faculty about evaluations. The word document says August to August but it is actually Aug. 15 – Dec. 15 for this time period only.

Dr. Aldridge brought up concerns about the new room scheduler, ASTRA and Dr. Reber said he would talk with Martina.

Dr. Brown asked about the policy for professional development plans that have to be filed. It was decided that this is a process that should be evaluated next semester. Dr. Tallon said the purpose of the plans is to ask, “How do we help develop faculty better?”

Dr. Reber asked the group how often they would like to receive a report about how much money they have in their development account. It was decided that he would send it out once a semester.

The group adjourned at 11:00 a.m. and the next meeting will be December 13, 2007.