

**Minutes of the Gordon Ford Administrative Council  
February 14, 2008**

The Gordon Ford Administrative Council met on February 14, 2008 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. Bill Davis, Dr. Chris Brown, Dr. Zubair Mohamed and Dr. Bob Reber.

Dean Bill Tallon called the meeting to order.

Dr. Tallon announced that Dr. Rick Aldridge is close to making an offer to a candidate for accounting chair.

Dr. Hatfield made a motion to accept the minutes. Dr. Brown made a second motion and the minutes were approved by all.

Dr. Reber said the Assurance of Learning Committee is planning to tape presentations in 498, 496 and CIS 243 and use a panel of expert judges to review them. Dr. Reber suggested that instead of using 498 for all of the AOL measurements, the exit exam can be given in 499 classes. Dr. Reber also said that as curriculum changes are made; keep in mind assurance of learning objectives. Dr. Butterfield suggested using the Testing Center in Garrett to make the exit exam available to students at any time. For the MBA program, Dr. Hatfield said they used video from the 590 class to judge strengths and weaknesses as one of their five learning objectives.

Dr. Butterfield said he went to Fort Knox to present to four colonels. The BRAC program is expected to have 300 students by 2012.

Dr. Hatfield said they are working hard on advertising the new fall PMBA program. The committee has also been working on creating modules of preparation classes. Discussion was held regarding the various types of MBA programs and feedback was given to Dr. Hatfield.

Dr. Davis said they are moving forward with the BB&T search and working on curriculum review.

Dr. Brown said they are working on changing 261 to 161; as well as online financial planning certificate.

Dr. Shannon announced that Marathon was on campus yesterday recruiting. They've hired an intern from WKU for this summer.

Dr. Dan Myers, Dr. Carol Wilkerson, Dr. David Coffey and Dr. Roger Murphy gave a presentation on WKU internationalization initiatives. They would prefer each department have an international liaison. They will be establishing sub-committees within study abroad, etc. The goal is for each department to define what international reach means to them. Faculty have already been emailed a survey that will be used to create a database that will enable departments to share resources.

Dr. Tallon discussed his last meeting with the Council of Academic Deans. Discussion was held regarding optional retirement plan proposals.

Dr. Tallon said regarding courses for the regional campuses – is there a way we can ensure off campus students get first pick of the online courses? Dr. Tallon asked Dr. Butterfield and Dr. Mohammed to put together a policy on registering off campus students for online courses.

Dr. Tallon said regarding transfer credits he would like to see a policy developed that could be published on the website. Dr. Wassom, Dr. Shannon and Dr. Davis were asked to work on this.

Dr. Reber announced that credit for prior learning assessment is up to GFCB to determine the criteria, e.g. a term paper or final exam.

Dr. Reber said he is attending a summer school stipend meeting. He wants to see some analysis of the break even point. Please send any suggestions to him.

The meeting was adjourned at 11:40 a.m.