

**Minutes of the Curriculum Committee
Gordon Ford College of Business
September 21, 2016**

The Curriculum Committee of the Gordon Ford College of Business met on Wednesday, September 21, 2016 at 10:20 a.m. in the Oppitz Conference Room, Room 443. Members present included: Drs. Evelyn Thrasher, Dennis Wilson, Dawn Bolton, Michelle Trawick, Jean Snavelly, and Pat Jordan. Dr. Thad Crews attended as a guest. Absent Committee members included: Drs. Steve Wells and Rick Shannon.

Dr. Trawick asked for a motion to approve the minutes from March 23, 2016 meeting. Dr. Thrasher made a motion to approve the minutes, Dr. Snavelly seconded. All were in favor and the minutes were approved.

Dr. Trawick asked for a motion to approve the minutes from August 24, 2016 meeting. Dr. Bolton made a motion to approve the minutes, Dr. Snavelly seconded. All were in favor and the minutes were approved.

Dr. Trawick opened the meeting with the announcement regarding the two previous Consent Items submitted to UCC: Proposals to Revise Course Prerequisite/Corequisite and Proposal to Revise Course Catalog Listing. They should have been submitted as an Action Item on one proposal: Proposal to Make Multiple Revision to a Course, since each proposal was for the same course – ENT 312.

Dr. Trawick moved to the, Information Item: Proposal to Revise Course Prefix – Data Analytics. Dr. Snavelly recognized the term of implementation had the incorrect date. It will be corrected before submission to UCC.

Dr. Thad Crews, Chair of the GFCB Curriculum Review Sub-Committee reported a few updates. The next meeting for the sub-committee will be Thursday, September 29, 2016. The committee plans to review data from other schools and create survey instruments to measure the results.

The next item on the Agenda was Discussion Item: How do we get CIS 243 to be taken earlier in the Curriculum. Dr. Thrasher reported that it was brought to her attention that students enrolling in courses where Excel is needed, are unprepared for Excel. She had done research and found that some possibilities for this are:

1. Students take CIS 243 too late, during their Junior or Senior year.
2. After taking CIS 243, students wait a year or more to take other courses that require Excel
3. Students don't take it seriously.

Dr. Thrasher would like to find a solution, so she has asked that each member discuss it with their Department, in hopes of finding out if CIS 243 should be a prerequisite/corequisite for some courses and if the instructor feels as if they are losing class time if having to explain Excel. A few other suggestions among the committee members were to have the GFCB Sub-Committee gather information, have Excel as an option for our Tutors in the Student Success Center and lastly, add CIS 243 into PEAK events or the Advanced Professionalism Certificate.

The next item on the Agenda was Discussion Item: AOL Minutes from April 6, 2016. Dr. Snively provided a summary update of the Minutes, saying that the Committee has done a great job of measuring the results from MGT 498, Fall 2016 written case. They found that Learning Goals 1- Written Communication, and 4- Global Awareness, students recognized just fine, but Learning Goal 2-Ethical Awareness, the students did not recognize the ethical dilemma. Dr. Snively suggested the instructors put more emphasis on coverage of ethical behavior. She also announced that the AOL Committee is suggesting looking back at what has happened and tell the story of how it came about. She announced the two newest members: Drs. Bob Hatfield and Whitney Peake. Their next meeting will be Tuesday, September 27, 2016. Dr. Trawick asked if anyone had questions for Dr. Snively regarding the report of the AOL minutes. There were no questions or objections.

The meeting adjourned at 11:18 a.m.