

**Gordon Ford College of Business**  
Administrative Council Meeting  
Minutes  
January 31, 2013  
9:00 a.m.  
Grise Hall 443

Members present included Drs. Chris Brown, Jeff Butterfield, Cathy Carey, Bob Hatfield, Zubair Mohamed, Rick Shannon, Michelle Trawick, Steve Wells, and Jeff Katz, presiding.

Dr. Katz opened the meeting and asked for approval of the minutes from January 24, 2013. Dr. Hatfield made a motion to approve and Dr. Brown seconded. The GFAC approved the minutes with Dr. Hatfield's corrections.

Dr. Katz updated the council on policies discussed in CAD. He distributed the policy & procedure document for "Evaluation of Student Teaching Assistants." He informed the group that the Registrar developed a form for SACS accreditation that matches faculty qualifications to classes. Dr. Katz announced that the Provost asked for suggestions for possible spring semester date changes. The new Academic Affairs organizational structure was distributed.

Dr. Butterfield reported that the search committee is making progress with interviews for next week. Dr. Trawick said our college has provided funds for faculty working with Honor Students. Grise Hall Room 530 needs replacement computers. The used computers will be recycled within the college. The council debated issues in enforcing the AQ policy.

Dr. Hatfield spoke about preparations for the REACH week showcase March 23. The MBA program is co-hosting on February 21 the After Hours Chamber event 4:30-6:30 p.m. at the Center for Reach and Development. Dr. Carey asks for suggestions in developing the Economics 306 outline. Dr. Brown has dual credit programs in nine high schools. Dr. Mohamed received four applications for Entrepreneurship Center program director. He is working on the fall schedule for the 2 plus 2 program. Dr. Shannon reported the deadline has been reached for the cluster hire applications. Dr. Wells reported that three people are in the MAcc program, and enrollment for the fall graduate program is 12. There is a new accounting competition PEAK team.

Dr. Katz highlighted several points concerning the accreditation visit. The Peer Review Team praised the college on its hospitality and logistics during the visit. Dr. Katz would like to put in place a mini accreditation report yearly that can be shared with key constituents of the college. Dr. Wells presented a number of points on the accounting side of the review process.

Dr. Katz discussed resource matters on filling positions in the management department. Dr. Katz reviewed upcoming events.

Dr. Brown raised the question of when publications are counted in digital measures. Dr. Brown led a discussion on PQ guidelines.

The meeting ended at 11:10 a.m. The next GFAC meeting is scheduled for February 21, 2013, at 9:00 a.m.