

Gordon Ford College of Business
Administrative Council Meeting
Minutes
August 9, 2012
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. Guests included Dr. Craig Cobane and Dr. Dennis Wilson.

Dr. Katz welcomed everyone and introduced Dr. Craig Cobane. Dr. Cobane gave an update on WKU International and Honors College Programs. He explained the partnership with DELO to assist with organization of faculty led study abroad programs. Dr. Cobane said tuition is built into the program fees. He said in order to bring internationalization to campus there will be an International faculty seminar in a specific country followed by a year of courses and programs at WKU focused on the country. Regarding the Honors College, Dr. Cobane explained the need more upper division courses and how the Honors College will pay for these courses. The Honors College will pay 10% of the salary of professors that teach a new honors course. Honors in the major require 18 hours of honors courses and a capstone course. Dr. Wilson explained current GFCB honors offerings. He has requested that each department offer one stand-alone course and offer at least one HEEC (Honors Enriched and Embedded Course each semester.)

Dr. Katz asked for approval of the minutes from August 9, 2012. Dr. Hatfield made a motion to accept the minutes. Dr. Brown made a second and the GFAC approved the minutes with two changes.

Dr. Katz thanked GFAC for involvement in the Deans and Department Heads Workday. The next GFAC meeting is scheduled for August 16. Dr. Dana Cosby will give a presentation from the Career Preparation Task Force. The meeting on August 23 has been cancelled due to department meetings scheduled that day. Dr. Katz asked for feedback on ways to partner with the Chamber of Commerce. Dr. Hatfield suggested offering some type of award from the GFCB at the annual Chamber dinner. Discussion was held about offering a Hays Watkins lecture the morning after the Chamber Industry Appreciation dinner.

Discussion was made to finalize the Phase I staffing plan. The college proposal for an AQ position in Management, an AQ position in Economics, and a PQ position in Information Systems will be pursued.

Dr. Trawick reviewed the DELO distribution from Summer 2012. She will send GFAC an email with the amounts to be transferred into their budgets. Dr. Katz asked GFAC to continue to work on their spring needs for part-time faculty. He also asked that departments give Dr. Trawick the official annual workload of each faculty member.

Dr. Katz is working on a two page summary of notable college accomplishments in the last 5 years for AACSB and to be distributed at the college wide meeting on August 22. He asked department chairs to submit these accomplishments to him by email.

The meeting ended at 11 a.m. The next meeting is scheduled for Thursday, August 16.