

Gordon Ford College of Business
Administrative Council Meeting
Minutes
June 7, 2012
9:00 a.m.
Grise Hall 443

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

Dr. Katz opened the meeting and welcomed everyone. He asked for approval of the minutes from May 24, 2012. Dr. Trawick made a motion and Dr. Mohamed made a second. The minutes were approved by the GFAC.

Dr. Katz gave an update on the WKU budget. Many summer classes are now online and convenient.

He announced we have plans to work with the Bowling Green Area Chamber of Commerce in the coming year. The Center for Applied Economics has proposed some research with the Chamber. The Dean is also working with the “Leader in Me” project which is the key education outreach project at the Chamber.

There was conversation about future Hays Watkins visiting CEO speakers. The Dean discussed two opportunities which might also be coordinated with a Chamber activity.

Drs. Katz and Trawick gave an update on accreditation. Dr. Shane Spiller is working daily on an accreditation report draft for the fall. Dr. Yar Ebadi, emeritus Dean at Kansas State, an experienced accreditation expert, will be our guest next week. Dr. Ebadi will serve as a AACSB consultant to us to help us plan our report.

Dr. Wells reported that the accounting consultant met with the accounting faculty prior to Memorial Day. He had a lot of contact with faculty and almost all of the accounting faculty were present. He also met with the Dean. The visit was very helpful as the Accounting Department writes its separate accreditation report. Dr. Wells also reported on recruiting. He said one candidate will visit on June 21 and will likely join us for a one semester appointment.

We had a WKU sponsored coffee hour with the Chamber – Dean Jerome Rive from our partner (University of Lyon 3) attended. However, we could have more impact at these coffee hours. We are considering sponsoring one. We discussed splitting the sponsorship and cost with WKU Public Affairs. The cost is in the \$6,000-8,000 range. Perhaps we could maximize the impact by bringing a special speaker. Combining it with the Hays Watkins speaker series is a possibility.

Dr. Wells handed out a spreadsheet demonstrating staffing needs that are likely to occur in the coming years. There was good deal of discussion and every chair was asked to provide the same information using a common form by the next meeting.

Dr. Carey shared a staffing justification form from another university that shows a number of categories that can be used for justification for filling a position. This form gave good and concrete ideas about why a department might need a new faculty line or one filled.

Dr. Mohamed discussed the entrepreneurship position and said the new person needs to work with the SBDC, the academic major, do excellent research, and supervise. The model the Center will be using is to have one endowed chair/center director at the full professor level and with perhaps two instructors.

The department of Economics extended an offer for a PQ position for the fall. The candidate has teaching experience and other great qualifications. Dr. Roy Howsen is returning to teaching in the fall on Optional Retirement. His recovery seems to be excellent.

Dr. Katz reviewed upcoming events of note:

- a. Accreditation Consultant Visit, Dr. Yar Ebadi, June 11-13
- b. GFAC Retreat, TBD , July 25 9am-1pm Wednesday TBA

The next meeting is scheduled for Thursday, June 21 at 9 a.m.