

Gordon Ford College of Business
Administrative Council Meeting
Minutes
February 23, 2012
9:00 a.m.
Grise Hall 443

Members present included Drs. Chris Brown, Jeff Butterfield, 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 February 2, 2012. Dr. Shannon made a motion to approve and Dr. Hatfield made a second. The GFAC approved the minutes.

Dr. Katz announced the pedagogical faculty policy is approved and posted on the Academic Affairs website. He said the new student summer school scholarship policy is also posted on the University website.

Dr. Katz distributed copies of the 2011-2016 strategic plan and asked for suggestions and changes. He would like to present it to the Strategic Planning Council in March for approval.

Regarding AACSB accreditation, Drs. Katz, Trawick and Wells recently attended an accreditation conference. Dr. Katz gave Drs. Butterfield and Trawick information to evaluate request for excluding certain programs from the accreditation process.

Dr. Katz said the Foundation payout for endowments is decreasing from 4.5% to 3.0% effective 7/1/12. Ms. Martina Gibson is working on an account analysis based on expenditures from last year.

Dr. Katz announced there will be a welcome reception on Wednesday, March 28 from 5 p.m. to 6:30 p.m. for the Hays Watkins Visiting CEO Lecture Series featuring Mr. Ted Nixon and Mrs. Mary Nixon. The lecture will take place on Thursday, March 29 at 3 p.m. in Grise Hall Auditorium.

Dr. Katz thanked GFAC for participating in the Business Executive Advisory Council. He asked GFAC to contact their committees and begin work. He will send out committee lists with the charge of each committee and contact information.

Dr. Katz gave an update on the Centers and Directors evaluations. Discussion was held regarding director reappointments and evaluations of the centers. Renewal of PQ appointments was also discussed.

Dr. Trawick opened discussion regarding the Academically Qualified (AQ) or Professionally Qualified (PQ) Status for Administrators Guidelines. It was suggested Directors should be removed from the list of administrators. Dr. Wells made a motion to ratify the document with the

amendment of deleting directors. Dr. Hatfield made a second and GFAC approved the guidelines with the amendment.

Discussion was held to finalize the AQ Other Intellectual Contributions List. It was decided the last bullet should include the statement “which may include but are not limited to.” Also, d and f will be mutually exclusive. Dr. Trawick will send the document to all faculty.

Dr. Katz opened discussion about the Student Success & Placement Task Force. Dr. Cosby will chair the committee that will consist of two advisors appointed by Dr. Trawick, one additional faculty member (Dr. Trawick), two students, two members from Career Services, and Dr. Katz recommended Mr. Chad Davis as the employer. Discussion was held about how to embed students with the need to focus on career opportunities from the very beginning. It was suggested that BA 175 incorporate career skills. Drs. Katz and Trawick will put together a charge for the committee.

Dr. Trawick asked for suggestions and changes regarding outdated courses. Each department chair will be addressing the courses in the area and taking necessary action.

Dr. Katz announced events of note. A guest professor from Sweden will be here for a luncheon on March 9. Dr. Katz asked GFAC to let Ms. Kristina Harvey know if they can attend. Dr. Trawick announced the GFCB will participate in Research week with the two Hays Watkins fellows presenting on Friday, March 23. Dr. Katz reminded the GFAC of the Hays Watkins Visiting CEO Lecture Series events in March. The AACSB Peer Review Team Chair will visit April 6. The Awards Banquet will take place Friday, April 27 at the Carroll Knicely Conference Center.

Dr. Trawick said she has met with Mr. Cody Turner about web content. Department chairs are the masters of their web domains. They should contact Cody with specific changes and additions to their website.

The meeting ended at 11:20 a.m. The next meeting will be Thursday, March 1, 2012.