

Gordon Ford College of Business
Administrative Council Retreat
Minutes
August 14, 2014
9:00 a.m.
Grise Hall 443

Members present: Drs. Chris Brown, Cathy Carey, Bob Hatfield, Rick Shannon, Michelle Trawick, and Jeff Katz, presiding.

Dr. Katz asked GFAC for feedback for the deans, department heads, and directors work day. He also asked for feedback from the GFAC retreat.

Dr. Katz welcomed everyone and asked for approval of the minutes from August 6, 2014. Dr. Trawick made a motion and Dr. Brown made a second to approve the minutes. Dr. Wells made a change and the GFAC approved.

Dr. Katz shared the recommendations he submitted for the Phase I and Phase II staffing plan. GFAC discussed future staffing needs for each department.

Dr. Katz asked for departmental updates. Dr. Wells said the Accounting Department is reaching out to firms that do not typically attend the “Meet the Firms Event” to see if they will consider being involved. He also announced Mr. Blane Ruschak of KPMG will visit on September 18. High School Accounting Day has also been scheduled for the Fall. He said there may be as many as five new students in the JUMP program. Dr. Shannon said the Marketing Department is working on an event for current students. The department is looking into offering dual credit courses. Dr. Carey announced the Economics Department has dual credit courses planned for the Fall. The department is updating their brochures, working on internship relationships, and has four JUMP students. Dr. Brown said the Finance Department is working on student testimonial videos to put on their website. The department also has a visiting professor for 2014-2015. The Finance Department is also offering dual credit courses this Fall. Dr. Hatfield said he has recently met with the Management Department as Interim Chair. He also reviewed the changes to the graduate assistantship guidelines emphasizing the need for the GAs to work on either research, instruction, or both. He also mentioned the post doctorate bridge programs available. Dr. Michelle Trawick said Computer Information Systems Department will meet next week and make a formal request to change their department’s name.

Dr. Katz announced that the Strategic Planning Council structure and process will be discussed at the college wide meeting. He asked for feedback from GFAC. He also asked for feedback regarding the Dean’s Merit Award because it will also be presented at the college wide meeting. The GFAC approved the second proposal draft with amendments.

Dr. Katz announced the part-time faculty evaluation form will be placed online. Dr. Trawick asked for changes to the Part Time Faculty Activities & Appraisal of Faculty Report. She also asked for suggestions for the Full Time. Dr. Katz asked for a small committee to look at revising these to be in place before the January 2015 college wide meeting. Drs. Brown, Shannon, and

Trawick agreed to serve on this committee. Dr. Katz will mention at the college wide meeting that these documents are being revised.

Dr. Katz reviewed his plans for the Faculty and Staff Retreat Agenda for August 20, 2014. He asked for changes or suggestions to the agenda. He reviewed a list of upcoming events. Dr. Trawick announced the Governor's Scholar event will be October 25 and the Minority Recruitment event will be November 22.

Dr. Katz asked for any last comments. Dr. Wells announced that Accounting 201 Honors section will be available this Fall.

The meeting ended at 11:30 a.m.