

**Gordon Ford College of Business
Administrative Council Meeting**

Minutes
October 15, 2015
9:00 a.m.
Grise Hall 443

Members present: Drs. Ray Blankenship, Chris Brown, Cathy Carey, Bob Hatfield, Paula Potter, Rick Shannon, Michelle Trawick, and Jeff Katz, presiding. Dr. Ross attended for Dr. Steve Wells.

Dr. Katz asked for approval of the minutes from October 1, 2015 meeting. Dr. Trawick made a motion to approve and Dr. Hatfield made a second motion. The minutes were approved.

Dr. Katz gave an update from the recent CAD. He reviewed important dates and reminded GFAC faculty award nominations are due October 21st, P&T is due by October 31st, and the deadline for textbook submissions and the mentoring award nominations is November 1st. Dr. Katz said Addie Cheney from OIP will join GFAC on October 29th and Doug McElroy will attend GFAC on November 12th. On Tuesday, October 20th Mr. Dan Pelino will be on campus and GFAC will attend the Chamber Dinner that evening.

Dr. Katz gave an update from the MidAmerican Business Dean's Association meeting. From the AACSB interactions, he emphasized GFCB is on target with AOL and needs to continue efforts in that area. He also learned a Chief Diversity Officer has been appointed at AACSB. There was discussion about graduate programs.

Dr. Katz asked for departmental updates. Dr. Shannon said the Marketing Advisory Council meeting will meet next week. Dr. Potter said Management Department has two searches underway. She also said the TopperTank competition went really well. Dr. Hatfield said he met with the Adult Learner Program on ways to partner with them and share marketing resources. Dr. Carey recently attended a conference for Centers in Economics. She also announced speakers planned for the Economics Department on October 21st and November 18th. Dr. Blankenship said Dr. Coleman spoke to the rotary club in Elizabethtown and Dr. Atkinson met with the Chamber about the Business Informatics program. He also announced he has submitted a proposal for a certificate in Business Analytics to the curriculum committee.

Dr. Trawick distributed and reviewed a detailed spreadsheet for the use of course fees. Dr. Trawick asked for feedback and suggestions. There was discussion about compensation for faculty that supervise internships. She will make adjustments to the classroom technology and improvement funds.

Dr. Trawick announced she sent the annual appraisal form to Jamie Miller and they're working on connecting the e-signature form with Digital Measures. She would also like to have impact added as a field in Digital Measures so it can be pulled into the appraisal form. She asked GFAC to think about impact factors they would like to have on the evaluation form and it will be discussed at the next GFAC meeting. Dr. Hatfield suggested including stakeholders that are

affected by the impact of the faculty member's work. She said the upcoming evaluation will stay on paper and not be converted to electronically until they finish working on Digital Measures.

Dr. Trawick distributed a memo about the proposed GFCB Student Success Center. She explained which services will begin with the Spring semester of 2016 and shared the estimated costs. Dr. Katz asked for a motion to approve the proposal and the use of course fees to support it. Dr. Hatfield made a motion, Dr. Ross made a second, and the proposal was approved by GFAC.

Dr. Trawick distributed information about the proposed summer and winter term compensation and distribution policy change. She explained the proposed incremental increases based on class enrollment and asked for feedback.

Dr. Katz reviewed upcoming events and asked for any other items of business. Dr. Carey asked about journal submissions for the summer research grants and there was discussion about determining a list of acceptable journals.

The meeting ended at 11 a.m. The next meeting is scheduled for October 29, 2015.