

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

Minutes  
May 11, 2017  
9:00 a.m.  
Grise Hall 443

Members present: Drs. Ray Blankenship, Cathy Carey, Indudeep Chhachhi, Bob Hatfield, Harold Little, Paula Potter, Patricia Todd, Michelle Trawick, and Jeff Katz, presiding.

Dr. Katz asked for approval of the minutes from April 27, 2017. Dr. Hatfield made a motion to approve and Dr. Potter made a second motion to approve the minutes from April 27<sup>th</sup>. They were approved without changes.

Dr. Katz welcomed Ms. Wendi Kelley as the new administrative assistant in the Dean's Office. He shared an update from the most recent meeting of the Deans. They discussed faculty review processes and he asked GFAC for any feedback they have about the process. He also shared information about proposals for two new centers that were presented to the Deans. Dr. Katz continues to work with the transition team for the new President of WKU. GFAC discussed moving the next meeting to Thursday, June 1<sup>st</sup>. Dr. Trawick requested GFAC begin preparing their budget requests.

Dr. Katz asked GFAC for departmental updates. Dr. Blankenship shared his meeting with his advisory board members last week. Dr. Trawick shared the facilities requests submitted to SPC will be reviewed by her and the Dean. She also said Ms. Jenna Aikins is working on budget projections. Dr. Hatfield announced tonight is the first Graduate Awards dinner and Mr. Zane Ramey will be recognized as the student recipient for the GFCB Graduate program. Dr. Carey announced two students from Economics have received a Fulbright award, and Ms. Jessica Canada-Wellman is receiving the Minton Outstanding Graduate Student Award. Dr. Potter announced the new faculty member, Dr. Scott Cox, is in town. The Management Department hosted a successful Advisory Board Meeting last week. Dr. Little shared the recent visit from Dr. Jan Williams was successful and they received great feedback. He also said the recent CPE dinner was successful and he is working on forming an Accounting Advisory Council. Dr. Chhachhi said the Finance Department hosted a successful Advisory Council meeting last week also.

Dr. Katz thanked GFAC for the time they shared with Dr. Hoadley during her visit to campus on Monday, May 8<sup>th</sup>. He asked GFAC for their feedback from the visit and department chairs shared what they gathered from their meetings with her. Dr. Katz announced a second draft report will be provided to Drs. Hoadley and Williams by the end of August and they will return feedback by mid-September. Dr. Little shared details from the Accounting visit with Dr. Jan Williams.

Dr. Hatfield distributed the proposal for additional office space. He shared the possible uses by Centers and Programs, as well as the start-up requirements and projected monthly costs. Dr. Katz will share the proposal and time frame with Dr. Lee.

Dr. Hatfield distributed a revised proposal for graduate assistant funding. Dr. Trawick made a motion to approve the \$69,112 request for funding GAs for 2017-2018 with using tuition waivers to create one GA stipend. Dr. Potter made a second motion and the proposal was approved by GFAC.

Dr. Trawick distributed the draft transitional retirement program policy. Dr. Chhachhi shared his concerns about faculty qualifications. GFAC decided to change the qualification choices for SP guidelines to be “or” instead of “and.” Dr. Chhachhi made a motion to approve the policy with minor changes and Dr. Hatfield made a second motion. GFAC approved the policy.

The meeting ended at 10:35 a.m. The next meeting is scheduled for Thursday, June 1, 2017.