

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

Minutes

August 10, 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. Ms. Jessica Thrasher, Guest.

Ms. Jessica Thrasher, GFCB Constituent Engagement Coordinator, presented an update of GFCB philanthropic efforts. Ms. Thrasher also shared the GFCB Faculty Field Trip Proposal details. There was discussion as to who should participate on the trip. She will present the information during the faculty and staff retreat.

Dr. Katz asked for approval of the minutes from July 13, 2017. Dr. Hatfield made a motion to approve and Dr. Trawick made a second motion to approve the minutes from July 13th. They were approved with no changes.

Dr. Katz shared updates for the GFCB. MASTER Plan is to be held on Monday, August 14th. Dr. Katz thanked everyone for their efforts towards ensuring a successful day. He also thanked Dr. Hatfield and Dr. Trawick for their time and energy towards the GFCB Fountain Square space and a successful ribbon cutting. Dr. Katz mentioned that the only furniture that was purchased for the space is the classroom items. All other furniture was acquired either through donation or picked up from surplus. We have entered in to a Memorandum of Agreement with Kentucky Wesleyan College. This agreement will assist students from Kentucky Wesleyan to earn a graduate degree in accounting, applied economics, or earn a MBA from GFCB. It will be effective for Fall 2018 students. Thoughts of moving forward with the International Application for Applied Management and Dr. Afzal Rahim were communicated. Dr. Potter shared some of Dr. Rahim's needs in getting established. Dr. Katz asked Dr. Potter to develop a Memorandum of Understanding with Dr. Rahim. Stacey Gish has done a fabulous job with communicating GFCB events. Monica Duvall is doing a wonderful job with our internships, as the number of internships are growing. Dr. Katz encouraged GFAC to thank Ms. Gish and Ms. Duvall for their efforts. Dr. Spiller and Dr. Trawick are working on accreditation information. It is likely additional information will be requested. Dr. Spiller will provide the faculty/staff an accreditation update during the retreat. GFAC was asked to continue to work with Dr. Trawick regarding departmental budgets. Dr. Katz mentioned the transition of MBA program moving to more online students, and dialogue occurred how those students needs can be met. Dr. Hatfield discussed overall enrollments in the MBA program. Dr. Trawick shared her experience with Jobzology, which includes her BA 175 students. She mentioned the capabilities of the program, such as how it can assist the students with developing their resumes, be matched to a potential employer, etc. Discussion occurred regarding whether the program was cost efficient.

Dr. Katz reviewed the Fall College-Wide Faculty and Staff agenda with GFAC members. No corrections were made so the agenda will be distributed as it stands during the retreat.

Dr. Katz shared the GFCB staffing plan. Discussions occurred which departments have a greater need for additional support. Dr. Katz requested each area to submit a one-page narrative to him by close of business Monday (August 14th). He will consolidate into one report and submit to Academic Affairs by the August 15th deadline.

Dr. Blankenship reviewed the poster printer policy and guidelines with GFAC. Discussion occurred regarding the guidelines, specifically Line 3. It was suggested to update the requirement with a more concrete definition.

Dr. Katz and Dr. Hatfield are working together with DELO concerning the PMBA program. Dr. Trawick told GFAC that on July 20th, an electronic vote about the formal procedure to process student complaints took place, and the guidelines were unanimously supported. Continuance materials are due August 20th, but faculty can have until August 25th if necessary. The meeting of the department chair and faculty member has to be completed by September 5th. Dr. Chhachhi announced the Finance faculty will hold their meeting next week. Dr. Blankenship said that Information Systems will use the new GFCB Fountain Square space to host their department's faculty meeting next week. Dr. Little announced that Accounting will have their faculty meeting next week, and their Advisory Council will meet in September. Dr. Potter shared that Management will also meet with their faculty next week as will Marketing's faculty members. Dr. Todd mentioned Marketing's Advisory Council plan to meet in October. Dr. Carey explained that the faculty members in the Economics Department will plan a meeting once the semester is under way. Dr. Hatfield expressed his gratitude for the support of the graduate faculty by their attendance at the The Bistro recently, celebrating the MBA Graduates of 2017.

The meeting ended at 10:57 a.m. The next meeting is scheduled for Thursday, August 24, 2017.