

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

Minutes
November 30, 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 the November 16, 2017 meeting. Dr. Hatfield made a motion to approve and Dr. Todd made a second motion. The minutes were approved with minor changes.

Dr. Katz shared updates for the GFCB from Academic Deans Council. It was suggested by Dr. Doug McElroy to consider not renewing Digital Measures for the university. A couple of new policies were developed: a policy on registration holds will be updated to reflect appropriate academic holds; a policy regarding consistency and appropriate class meeting times. Changes will be forthcoming on returning transitional retirement to the main budget. Language requirements were discussed and the deans continue to consider the requirement.

The Provost search and the CEBS Dean search are ongoing. The search firm, Greenwood/Asher & Associates, Inc., will be on campus next week to meet with each committee respectively.

Dr. Katz expressed his thanks to GFAC members as well as Center Directors for taking time out of their schedule to meet with Mr. Ron Bunch, of the Bowling Green Chamber of Commerce. He feels it was a beneficial and productive meeting. He also thanked everyone for a terrific year and told the next meeting will be on January 11, 2018.

Dr. Katz stated his appreciation to Dr. Blankenship for attending the Glasgow Graduation this evening on behalf of the College. He plans to attend the MBA event at the faculty house.

In terms of updates:

- Dr. Blankenship shared that Informational Systems will host a poster session tomorrow (12/1) with Dr. Leyla Zhuhadar. Everyone is invited to attend.
- Dr. Hatfield explained the MBA learning objectives that were modified have been shared on posters around Grise. There is a potluck dinner tonight at the faculty house. Anyone who is free and is interested is welcome to attend. The Fountain Square has been a success for his class. He asked Chairs to remind their faculty of the AIM HIGH deadline of January 29th.
- Dr. Carey reported the search for faculty member is underway. Omicron Delta Epsilon is having their awards banquets on April 6, 2018. The Economics holiday luncheon will be Wednesday, December 6th. She announced that she will be stepping down as chair in June 2018. Dr. Katz thanked her for her efforts during the past 5 ½ years.

- Dr. Todd commented that the Marketing faculty meeting and holiday celebration will be held tomorrow (12/1). A committee is being formed to develop a job description for a faculty search.
- Dr. Potter said that the Center for Entrepreneurship and Innovation is having their business plan competition. A winner will be announced tomorrow (12/1). Dr. Potter thanked Dr. Blankenship for judging part of the competition. Management will be having their holiday luncheon next Wednesday (12/1) and everyone is invited.
- Dr. Little described his experience with the AACSB Diversity Inclusion Summit. Dr. Susane Leguizamon and Ms. Doreen Williams-Holmes were able to attend as well. Dr. Leguizamon and Ms. Williams-Holmes will present what they learned to the GFAC members at the January 11, 2018 meeting. He will be attending a strategic planning meeting on Monday. The Accounting Department will be having their next faculty/staff meeting next Wednesday morning. He will be attending a seminar in Chicago for the remainder of the week. The topic: a new way to present curriculum. Dr. Little reached out to Dr. Blankenship about incorporating data analytics into the accounting curriculum.
- Dr. Chhachhi mentioned the Finance Department will be celebrating their holiday luncheon and retirement reception for Dr. Thapa. A Finance newsletter will be sent out next week. February 7, 2018, the department will be hosting a Financial Planning Conference.
- Dr. Trawick said that Dr. Sylvia Gaiko inquired regarding the language requirement and then she elaborated on their conversation. Dr. Trawick also announced the internal search for a GFCB Academic Advisor was approved by Dr. Miller. A projected begin date is sometime in the middle of January.

Dr. Katz discussed the itinerary for the Accreditation Peer Review Team visit in January 2018. The Leadership Team was asked to make special note of the appointments that involve them, beginning with a reception (business dress) at 5:30 pm on the 28th in the Atrium at the Augenstein Alumni Center, followed by dinner at 6:30 pm upstairs in the dining room.

Dr. Katz distributed the proposed guidelines for summer research fellowship for Center initiatives. The contents of the policy were discussed. Dr. Katz will update the policy with the suggestions made. He will then forward electronically for final approval.

Dr. Katz mentioned the Holiday Social, on December 7th, is a time to celebrate and acknowledge our staff. They will be given a gift as our way to say thanks for all they do. Four 'On the Spot' awards will also be presented at this time. Chairs are asked to encourage faculty and staff to attend.

December 15th is the due date for evaluations. Please send those to Dr. Katz and/or Wendi Kelley.

The GFCB faculty and staff retreat, which is tentatively scheduled for January 18, 2018, will cover several topics. Some include the AACSB Peer Review Team visit and expectations, as well as Assurance of Learning.

The meeting ended at 10:15 a.m. The next meeting is scheduled for Thursday, January 11, 2017.