

Gordon Ford College of Business
Administrative Council Meeting
Grise Hall 443
Thursday, May 30, 2019
9:00 am

Members present: Drs. Ray Blankenship, Indu Chhachhi, Harold Little, Paula Potter, Patricia Todd, Michelle Trawick and Cathy Carey, presiding.

Dr. Carey asked for approval of the minutes from the May 16, 2019 meeting. Dr. Trawick made a motion to approve the minutes and Dr. Potter made a second motion. The minutes were approved with no change.

Dr. Carey provided updates regarding the budget reduction for the college. She also provided a status update for the college's foundation accounts. Our faculty staffing plan is due July 5, so Dr. Shook the incoming Dean, will have input. Dr. Trawick explained what improvements to GFCB space has been approved.

Dr. Trawick shared information on the fifth floor space, currently housing Phi Eta Sigma. On July 15, our college will take over the space. Ideas were shared how best to utilize the space for the benefit of our students. Other ideas were offered how to enhance our current space. Department Chairs were asked to develop a strategy for making improvements to their space over a period of time.

In terms of departmental updates:

- Dr. Blankenship shared the Information Systems Department has purchased chairs has purchased new chairs. They are also working on developing several projects.
- Dr. Todd had nothing new to report for the Marketing Department.
- Dr. Little explained there are three people from the department attending a conference in San Francisco during August. They will be presenting as well as possibly recruiting new faculty. Drs. Ardrey, Garmon, Katz and Little visited United Methodist Council on Higher Education to establish a partnership with a school in Zimbabwe. Dr. Charlie Kile will be visiting campus late July. Dr. Little will begin vacation June 1. Dr. Little thanked GFAC for the opportunity to work alongside them, and he expressed his appreciation for the experience.
- Dr. Potter explained that Dr. Jeff Chandler, a new hire for the Management Department in the fall recently defended his dissertation, as did Dr. Cole Crider, visiting professor. She has been working with Dr. Hatfield to ensure a smooth transition of leadership. Dr. Potter also expressed her appreciation of working with GFAC members and thanked them for the experience.
- Dr. Chhachhi stated that he is continuing to work on materials for the symposium, which will be held in September.

- Dr. Trawick shared that, after an electronic vote, Dr. LeAnne Coder will be the new Assurance of Learning Chair. She is giving up her role as the Strategic Planning Council chair. She mentioned she is chairing the Course Fee Review Committee. She has been working on the annual AACSB report with Dr. Little. Dr. Trawick reminded the Leadership Team to submit their Job Analysis Questionnaire (JAQ).

Dr. Trawick presented Dr. Carey with a plaque on behalf of Department Chairs, thanking her for her service as Interim Dean of the college.

The meeting adjourned at 10:30 am. The incoming Dean, Dr. Christopher Shook, will determine the next meeting.