

Gordon Ford College of Business
Leadership Team Meeting
Via Zoom
Thursday, October 29, 2020
9:00 am

Members present: Drs. Ray Blankenship, Indu Chhachhi, Lukas Forbes, Alex Lebedinsky, Whitney Peake, Mark Ross, Evelyn Thrasher, and Chris Shook, presiding.

Dr. Shook asked for approval of the minutes from the October 15, 2020 meeting. Dr. Ray Blankenship made a motion to approve the minutes, and Dr. Whitney Peake seconded. The minutes were approved with no change.

Dr. Lukas Forbes commented the Marketing Department's courses for the spring semester are filling up quickly.

Dean Shook provided a brief CAD update.

- Part time instructional needs and any overloads should be kept to a minimum and will require approval by the Provost. Dr. Shook would like to provide the request from all departments simultaneously. Department Chairs were asked to assess their part-time or overload needs and provide them to the Dean by Friday. Dr. Dana Cosby, with MBA, will also need to provide her faculty needs, as well as Dr. Pat Jordon with BA 175 courses. Department chairs were reminded to be efficient and plan for last year's smaller than usual freshman class as they work their way through our curriculum.
- There was conversation of summer distribution, calculations, and how funds are to be distributed back to the colleges. Dr. Evelyn Thrasher explained that the Carry-Forward Committee, of which she is a member, is currently working on a proposal and should have a final policy soon.
- The budget, overall, is looking positive. Dr. Forbes sent an email asking Dean Shook several questions about salary reductions, which he then forwarded to President Caboni, Provost Stevens, and Ms. Howarth. Dr. Shook is waiting for a response. There was conversation to remain consistent with following up on the matter until it is resolved.
- There was a discussion about bringing candidates to campus for interviews and whether or not it was safe to do so under current Covid-19 guidelines. Dr. Shook has developed a set of protocols that is currently going through the approval process. Once this process is complete, he will distribute it to the department chairs.

There have been questions about Grise Hall occupancy and expectations during the upcoming breaks. Dr. Shook asked the department chairs for feedback and all agreed that the students would benefit if the building were to remain open until Winter Break, so they would continue to have access to internet and study/Zoom rooms. Dean Shook urged the departments to continue to reduce density when possible after Thanksgiving until the Winter Break. During January,

prior to MLK Day, it was decided to keep Grise Hall locked, but the heat on. Faculty and staff that have keys to access the building may come and go as they need.

Dean Shook asked about our remote-access to computer labs. Dr. Blankenship is meeting with his faculty today and will ask if they need to have the access disabled during the breaks. He will follow up with Dr. Shook with their feedback.

This has been an extremely challenging semester and Dr. Shook wanted to know how faculty morale is holding up in each department. He asked the leadership team for ideas how we may show support to the faculty. It was suggested that anything that isn't critical, be put on hold until spring semester. The chairs were told to encourage their faculty to take some time during the breaks to rejuvenate and refresh, and 'get away' from the office for a while. Another thought was to use social media outlets to spotlight those that have gone above and beyond during this semester.

An issue regarding a faculty member who has shared confidential information, which was found on TopNet was discussed. This is a violation of FERPA laws. Dr. Shook will follow up.

The meeting adjourned at 10:00 am. The next GFAC meeting is scheduled for November 12, 2020 at 9:00 am via Zoom.