

College of Business Administration
Faculty Meeting
January 11, 2007

The College of Business Administration faculty met in Adm 2-48 at 1:00 p.m. with 44 faculty present. Dr. Ronald L. Berry, Dean, presided.

President James Cofer attended the meeting to discuss the following:

- Thanked the faculty for a good Fall Semester
- Strategic Planning is going well
- The Reorganization Committee will be submitting a report soon
- Budget Issues
- Student Retention
- Parking facility construction will begin in March
- SUB is almost complete. Contact Camile Currier if you need to reserve meeting rooms
- Faculty Club will reopen in the SUB
- Increase in students living on campus this semester

Undergraduate Curriculum Proposals:

The following motion was made:

Computer Information Systems

Require CINS 435 – Information Systems Design (previously an elective course)

Delete 3 hours of Business Electives

The motion passed.

The following motion was made:

Computer Science

Close CSCI 163 Computer Science for the User (computer literacy is now being taught by CSCI 170)

Change in prerequisite for CSCI 253 Computer Organization and Assembly Language Programming

Old prerequisite: Grade of “C” or better in CSCI 203

New prerequisite: Grade of “C” or better in CSCI 226.

Change in prerequisite of CSCI 310 Organization of Programming Languages

Old prerequisite: CSCI 305

New prerequisite: CSCI 273

Delete ENGL 220 Technical Writing as a degree requirement

Require ENGL 332 Technical Writing as a degree requirement

The motion passed.

Budget Update:

1. Professional Development Funds are still available
2. Please submit Travel Plans
3. Planning for potential budget reductions for the CBA in the amount of \$123,000
4. March will be the budget deadline this year

A motion was made to adopt the following CBA Promotion and Tenure Process:

College of Business Administration University of Louisiana at Monroe Promotion and Tenure Process

The promotion and tenure process would have the following four steps within the College of Business Administration.

- 1) Discipline P & T Committee
- 2) Discipline Chair (Faculty Chair)
- 3) CBA P & T Committee
- 4) Dean

The composition of the Discipline P & T Committee

1. The Discipline Committee should consist of at least 3 faculty members from within the faculty member's discipline appropriate* for the tenure or promotion requested.
2. All members of the discipline that meet the qualifications for the particular P & T application will serve on the committee. (This may mean that a particular discipline will have different committees for a tenure application versus a promotion application.)
3. In cases where a discipline does not have a minimum of 3 faculty members that meet the necessary qualifications* to serve, the following process should be used:
 - a. The faculty member applying for promotion or tenure will nominate to the Discipline Chair three individuals from within the College of Business Administration to serve on the committee. The Discipline Chair will select one of the three individuals to serve.
 - b. The Discipline Chair will select an additional individual outside of the discipline to serve on the committee, even if this results in 4 individuals on the committee.
 - c. In situations where following steps 4a and 4b result in only two individuals on the committee, the Discipline Chair will select one additional person from within the College of Business Administration to serve.

The composition of the College P & T Committee

1. The CBA Business P & T Committee will consist of nine tenured (associate or full) faculty members appointed by the Discipline Chairs, one from each discipline. This will be a permanent committee with each person appointed serving for a 3-year term with 1/3 of the positions being appointed each year.

*Must be tenured and of the same rank or higher.

A friendly amendment was made that Faculty Chairs cannot serve on the Discipline P & T Committee.

The motion passed.

Announcements:

- CSCI 170 Credit Exam on January 18 at 5:00 p.m. in AIRW 201. Students must get the credit exam forms from the Registrar's Office, get required signatures and pay fees at La Capitol Credit Union before taking the exam
- The IRB Training has been reduced to 10 modules
- Dr. Paul Dunn has access to a national business database
- FBLA will be on campus February 14 with 800-900 students
- Business Outlook Summit will be on March 30 at Monroe Conference Center
- Computer Science Academic Conference will be March 30 – 31
- Hong Kong Shue Yan College is now Hong Kong Shue Yan University
- A Capital Campaign will begin soon for the CBA over the next five years.
- Professionals in Residence is March 21 – 22
- Dean Berry asked Faculty if they would like to move to the Airway Science Building this summer. Please e-mail your response to him.

The Safety Meeting for this quarter is on Portable Heater Policy and Accident Investigations (Investigating and Reporting a Work-Related Accident). Please contact Miguel Perez if you have any questions.

The following recommendation was presented to traditional Business Faculty on Promotion/Tenure Requirements:

**College of Business Administration
University of Louisiana at Monroe**

Promotion and Tenure Requirements for Business Disciplines under AACSB standards

The following are minimum criteria for promotion and/or tenure. Meeting these minimum requirements does not guarantee tenure or promotion since other factors such as collegiality and consistency of performance are considered.

Tenure and promotion to Associate Professor

- An average rating of 2.0 or higher by the Faculty Chair in service during the past five years.
- 8 peer-reviewed intellectual contributions of which 4 must be peer reviewed journal articles. The acceptance rate for each journal article as published in Cabell's should be included in the tenure and promotion packet to provide an indication of quality. For journals not listed in Cabell's (or for acceptance rates listed in Cabell's that do not adequately address the issue of quality) the faculty member up for promotion and tenure should provide additional appropriate documentation.
- An average rating of 2.0 or higher by the Faculty Chair in teaching during the past five years.

Promotion to Full Professor

- From the time of the last promotion, a minimum of 8 total intellectual contributions of which 4 must be peer reviewed journal articles. The acceptance rate for each journal article as published in Cabell's should be included in the tenure and promotion packet to provide an indication of quality. For journals not listed in Cabell's (or for acceptance rates listed in Cabell's that do not adequately address the issue of quality) the faculty member up for promotion should provide additional appropriate documentation.
- A demonstration of consistent research since the last promotion with no significant gaps.
- An average rating of 2.5 or higher by the Faculty Chair in at least two categories of research, teaching, or service during the past five years with no rating below a 2.0 average.

A friendly amendment was made to change the following statement under Promotion to Full Professor (A demonstration of consistent research since the last promotion with no significant gaps to A demonstration of consistent research since the last promotion.)

After discussion a motion was made to refer the recommendation back to the Faculty Development and Qualifications Committee.

The motion failed.

A motion was made to vote for the recommendation as is and to ask the committee to continue to address issues such as sole authorship.

The motion passed.

Meeting was adjourned at 2:50 p.m.