

College of Business Administration
Faculty Meeting
May 9, 2007

The College of Business Administration faculty met in Adm 2-48 at 1:00 p.m. with 42 faculty present. Dr. Ronald L. Berry, Dean, presided.

Undergraduate Curriculum Committee:

In the most recent assessment of writing in Business 305, students were particularly weak in "Style." Style includes, but is not limited to, audience awareness, grammar, spelling, sentence structure and format.

The following motion was made:

To improve writing skills, a subcommittee of the CBA Curriculum Committee recommends these steps.

1. The number of lectures on style be increased by 2 in Business 305.
2. A dialog with the Department of English be initiated to improve grammar and other basic writing skills in English 101, 102 and 103.
3. Each major designate one class where writing will be assessed.
 - (a) The assessment will use the rubric employed in Business 305.
 - (b) A sample of papers from the designated class will be made available for outside assessment.
 - (c) The results of these assessments will be given to Business 305 faculty.

The motion passed.

Strategic Plan Update:

A motion was made to update the following Strategic Plan Goals:

Goal 1: Recruit, develop and maintain quality faculty who can prepare students for productive careers and responsible citizenship.

1. Create formal post-tenure review process.
2. Create and deliver orientation for new faculty.
3. Provide internal professional development opportunities for faculty in the areas of teaching and research.

Goal 2: Recruit, retain and prepare students who are capable of productive careers and responsible citizenship.

1. Increase and better utilize scholarships.
2. Create an internal career management center to assist students with placement.
3. Provide professional development opportunities for students.

Goal 3: Create and deliver high quality academic programs that will prepare students for productive careers and responsible citizenship.

No additional action items; however, efforts should be undertaken to enhance/enforce the policies and procedures for curriculum reviews and modifications.

Goal 4: Maintain an intellectual climate that benefits students, businesses, and community.

1. Encourage participation in emerging scholars program.
2. Deliver economic outlook conference.
3. Maintain a portfolio of faculty research efforts.

Goal 5: Develop and maintain programs that provide interaction among the College of Business Administration, students, businesses and the community through active service.

No new action items; however, additional wording suggested to stress opportunities for faculty consulting and internship opportunities.

Goal 6: Increase resources to achieve the College of Business Administration's goals and fulfill its mission.

1. Develop a formal giving program.
2. Develop external affairs position (full-time).

The motion passed.

Professional Qualifications:

A motion was made to approve the following Professional Qualifications:

Both relevant academic preparation and professional experience are required to establish a faculty member as professionally qualified. A faculty member may be considered professionally qualified **to teach lower-level business classes (100 & 200-level)** at the time of hire if the following conditions are met. Other activities that may lead to a faculty member's determination as professionally qualified will be considered on a case-by-case basis.

1. A master's degree in the field related to the area of teaching assignment.
2. Professional experience relevant to the area of teaching assignment.
3. Recent experience in an upper-management position related to the area of teaching assignment for a minimum of three years. **(CHANGE TO 5 YEARS)**
4. Appropriate professional certification applicable to the teaching field (e.g., CPA, CIA, CISA, CPCU).

In addition to the requirements to teach lower-level classes, a faculty member must have significant experience in the teaching field to be considered professionally qualified to teach upper-level classes. While depth and breadth of experience may not easily be quantified in years, normally a faculty member must have 10 or more years of professional experience in the teaching field to teach upper-level business classes.

The motion passed.

The Safety Meeting was conducted on the Tobacco Use Policy.

Announcements:

- Dean Berry reminded faculty about the reception at their home on Friday evening, May 11, from 5:00 – 8:00
- Faculty will possibly receive 5% raises
- Patti Roshto was named Outstanding Advisor
- Beta Alpha Psi is the Outstanding Student Organization
- Beta Gamma Sigma received Premier Status
- Please let Miguel Perez know if you locate missing inventory items (list of missing items was e-mailed recently) and also let him know if you have inventory items to be surplus
- Ann Smith is leaving CBA to become Director of Internships

The meeting was adjourned at 2:00 p.m.