

University of Wisconsin – Superior

Department of Business & Economics

Minutes of the Department meeting conducted on August 25, 2008

In Attendance:

Bob Beam, Mei Cao, Diek Carlson, Ethan Christensen, Jerry Hembd, Bruce Kibler, Connie O'Brien, Kathryn Pettingill, Richard Stewart, Greg Trudeau (Chair)

Guests:

Lynelle Hanson, Tracy Meisterheim

Meeting was called to order at 1:03pm by Chair Trudeau.

- 1) First order of business: introductions and welcoming of new faculty and staff members. Jerry Hembd introduced and welcomed Lynelle Hanson and Tracy Meisterheim, new personnel with the Northern Center for Community & Economic Development. Chair Trudeau introduced and welcomed Connie O'Brien and Bruce Kibler, new faculty members in the Department of Business and Economics.
- 2) Minutes from the Department meeting held May 5, 2008 were approved (Beam/Hembd/unanimous).
- 3) Department members were advised by Chair Trudeau to submit travel requests to the dept. as soon as possible. Chair Trudeau also advised DBE members there was additional, but limited, travel money available from the Provost's office.
- 4) Chair Trudeau reported the Work Study allocation for the 08-09 school year is \$9,600 and the Student Assist allocation is \$3,000. Requests for Work Study or Student Assist should be submitted to Chair Trudeau by Wednesday, 8/27/08. DBE members were reminded Work Study students must qualify for the Work Study program. Chair Trudeau mentioned he will check whether any Student Assist funds carried over from previous year.
- 5) Chair Trudeau reported the library allocation funds for DBE was \$12,785 for the previous year, and the specific allocation for the 08-09 school year was not yet known. Chair Trudeau stated a list of journal subscriptions will be sent out for review and DBE members should request needed journals and cancel journals that are not needed. Bob Beam inquired about ordering copies of course textbooks to place in the library for students to review. It was suggested to let the library know about making the textbooks available to students and to also let the students know about the 1 day checkout period for the course textbooks.
- 6) DBE members were reminded that the officially sanctioned calculator for DBE classes is the SHARP EL-738. Another departmental reminder discussed was that final exams must be given according to the final exam schedule and, therefore, students are not allowed to change the final exam schedule for personal reasons or customize and create their own final exam schedule.

Another reminder was that students seeking an override for class size can be emailed the suggestion of coming to class on the first day because of the automatic drop policy.

Chair Trudeau reminded the department members that a few years ago the department decided to adopt a policy of not allowing students to drop courses after the drop date. However, students may file an appeal with the department appeals committee.

- 7) Charles Reichert reported on the 40 hour work week schedule. Faculty members at UWS are to identify a 40 hour work week schedule for sick leave purposes. If a faculty member does not submit a 40 hour work week schedule, the assumption could default to standard University hours of 7:45am-4:30pm. It was also reported that if faculty members miss less than 2 hours from the 40 hour schedule they do not have to report anything. According to information received by the dept. it appears the report is intended to be a report of 40 hours of work rather than 40 hours of physical presence on campus.
- 8) DBE members decided that it would be most convenient to hold future dept. meetings on Mondays at 12:00 noon.
- 9) Chair Trudeau thanked Markie Schneider for helping out over the summer. Markie reported on the starting of a Rotary Club at UWS. Markie is a UWS campus Rotaract and asked DBE faculty members to submit names of outstanding students for possible Rotary membership. Names of students interested in serving on the Banquet Committee should also be submitted to Markie.
- 10) Jerry Hembd reported on a bewildering phenomenon occurring with students submitting appeals to the Appeals Committee in that some students are within a year of graduating and have not yet been admitted to the DBE. Chair Trudeau suggested the bewildering phenomenon could be occurring because of students receiving overrides to take upper-level courses without admission to DBE. It was also mentioned that some instances of students graduating with a degree in business without ever having been admitted to the DBE may have occurred. Charles Reichert suggested that students submitting appeals to the Appeals Committee should present a solid plan and sound reasoning for wanting to take upper-level courses.
- 11) Chair Trudeau made an informational point about Bob Beam and Greg Trudeau undergoing the post tenure review process.
- 12) Chair Trudeau reported on an increasing number of articulation agreements under consideration by UWS with area and regional community colleges. Diek Carlson asked whether DBE could specify that classes taken at community colleges must be taken on campus and not online. Chair Trudeau suggested that DBE could make that specification or any other specification that is required or necessary.
- 13) The discussion of the 5 year pay plan included discussion pointing out that the proposed plan redefined the grading system so only several people on campus would receive merit pay. It was also mentioned the plan doesn't appear to do anything for compression issues and that the CUPA salary issues should be addressed before going forward with compression issues. Also mentioned was the fact that not all departments are represented on promotions committees and the pay plan proposal removes decision-making power of individual departments and, therefore, the decision-making power of individual departments is lost while departments should be able to use their own departmental criteria in defining merit performance. It was also pointed-out that

no specific criteria at the next level exist for merit standards and this will obviously lead to confusion and problems. It was also suggested the proposed promotion bumps affect compression within rank over time.

- 14) Chair Trudeau reported on receiving an email from Suzanne Griffith stating there is currently a seat available on the Personnel Council and this presents an opportunity for DBE to obtain a seat on the Council. Departmental consensus was DBE would not be greatly affected if it did not have a representative on the Council.
- 15) The Departmental goals as presented as part of the Goals for Academic Departments were discussed. Maintaining the DBE website will be part of a new hire responsibility.
- 16) Department committee assignments were reviewed and the following committee assignments were adopted:

2008-2009 BUSINESS AND ECONOMICS COMMITTEE ASSIGNMENTS

AWARDS COMMITTEE

Bob Beam
Richard Stewart
Chuck Reichert
Greg Trudeau- Convener

BANQUET COMMITTEE

Bob Beam - Convener
Diek Carlson
Ethan Christensen
Greg Trudeau

CURRICULUM COMMITTEE

All Department Members

PERSONNEL COMMITTEE

Bob Beam
Jerry Hembd
Chuck Reichert
Richard Stewart
Greg Trudeau - Convener

PETITIONS (APPEALS) COMMITTEE

Jerry Hembd
Chuck Reichert
(Tie goes to Department Chair)

SOCIAL COMMITTEE

All Department Members

ASSESSMENT COMMITTEE

Chuck Reichert - Convener
Kay Biga
Ethan Christensen

ARTICULATIONS

Greg Trudeau
Final Approval by Curriculum Cmte.

STRATEGIC PLAN

Bob Beam
Mei Cao
Ethan Christensen
Jerry Hembd – Convener
Bruce Kibler

PERFORMANCE EVALUATION

Diek Carlson
Bruce Kibler
Connie O'Brien
Richard Stewart

17) Bob Beam reported on the concept of forming a Business Advisory Council to meet once per semester as a network to improve curriculum instruction and internship opportunities and develop synergy with the Superior business community. Bob Beam will send out email for faculty to reply with 2 names of community business members and students and alumni.

18) Jerry Hembd reviewed the UW Sustainable Management degree curriculum. Each of the 5 UW campuses involved will teach 4 of the courses per semester such that all 21 courses in the curriculum will be offered each semester. The degree program is to be launched in the Fall 09 semester. Chair Trudeau reported the SMGT degree will be housed in DBE and the program will not require additional resources. The motion to go forward with the SMGT degree was approved (Trudeau/Kibler/unanimous).

The meeting was adjourned at 4:13pm.

Respectfully submitted,
Ethan Christensen
Recorder