

## DEPARTMENT MEETING MINUTES

Department of Business and Economics

Erlanson 304, November 9, 2009

**Present:** Kay Biga, Mei Cao, Ethan Christensen, Bruce Kibler, Connie O'Brien, Rick Moran, Richard Stewart, Chuck Reichert, Diek Carlson, Kathy Pykkonen (Career Services), Deborah Schlacks (Writing Across the Curriculum)

The meeting was called to order at 12:00 p.m. by Chuck Reichert.

### Minutes

The minutes from the October 14, 2009 meeting had been distributed prior to the meeting. The minutes were **approved** (Stewart/ Kibler).

### Writing Across the Curriculum

Deborah Schlacks presented an update on services offered at the writing center. She presented ways the writing center could better assist students on their individual writing assignments throughout the semester.

### Career Services

Katy Pykkonen thanked everyone who helped to support the Etiquette Dinner. The class 499 currently has been well received by students, but is experiencing low enrollment; 6 including the online class. Kathy is suggesting we consider implementing some elements of the 499 class into our existing classes in the form of a workshop or event requirement. Grading and developing of the workshops and events will be completed by Kathy (Career Services) in coordination with the instructor to establish the goals. She is currently revising the course description

### Marketing Curriculum

Ethan proposed the following:

Proposal 1: **Remove CIS 342 from marketing curriculum and replace with COMM 350.**

Proposal 2: **Add COMM 351-Public Relations Cases & Problems as a marketing elective.**

Informational Point: Investigate possible development of COMM 351 into an E-Commerce course.

This was approved. (Biga/Moran)

### T&L Catalog Changes

Richard requested a title change in

1. **300 Logistics and Supply Chain Management to Supply Chain Management**
2. **401 Advanced Business Logistics to Advanced Supply Chain Management**
3. The TRSP-300 prerequisite is being dropped from **400 Transportation Internship**. The internship requires the consent of the instructor and department head which satisfies the issue of prerequisites.

(Kibler/Moran)

### Department Chair Update

1. Liberal Education Learning Outcomes – This issue is still in the discussion stage.
2. Jerry had two or three items which he had sent out through email. Any feedback that you have for him on these issues please email him directly.

3. Compression plans: there is a new plan being considered that involves averaging the pay scale of all the whole campus.

The Chair adjourned the meeting at 12:50 p.m.

Respectfully submitted,

Connie O'Brien