

DEPARTMENT MEETING MINUTES

Department of Business and Economics

Erlanson 304, Oct 18, 2010

Present: Greg Trudeau (Chair), Bob Beam, Kay Biga, Mei Cao, Diek Carlson, Ethan Christensen, Andres Gramajo, Jerry Hembd, Dave Johnson, Bruce Kibler, Rick Moran, Connie O'Brien, Chuck Reichert and Richard Stewart

Guest: Suzanne Griffith

1. Chair Trudeau called the meeting to order at Noon. A motion was made (Biga /Hembd) to approve the minutes of the Sep 20 meeting. The motion was unanimously approved.
2. Suzanne Griffith made presentation on First Year Experience seminars. She said they were moving to enlarge program and move cost to departments, with teaching a seminar being part of a regular load. Departments are being encouraged to find ways to feed into seminars. She also noted these 3 credit classes typically meet a general education requirement. Jerry Hembd voiced concern about the financial impact on departments. Richard Stewart asked about evaluating the capability of new hires for first year seminars. Suzanne responded that this was a national trend and many new hires expect it. She encouraged attendees to email her with any questions.
3. Chair Trudeau provided updates on a number of items listed on the agenda, including
 - HLC visit in spring 2013
 - Administrative drop procedure to be moved online at start of semester. A discussion about administrative drops and time limits followed.
 - Change of grade form also to be moved online "eventually."
 - The university is considering a change in policy on last 12 credits. The change still needs to go through Academic Affairs. Observation was made that faculty could still OK/reject transfer credit if policy is changed.
 - Registrar's office considering new procedure where incompletes would be changed to an F automatically if no action taken to change grade.
 - Discussed assessment for Accounting, Business Administration, Economics and Transportation & Logistics Management. Chair Trudeau noted that DBE was on department up to date in the process.
 - Discussed review process for three year degree.
4. Chuck Reichert provided update on several items before Academic Affairs Committee. He noted that the F change proposal was tabled in Academic Affairs.
5. Jerry Hembd solicited input on Senate Faculty Personnel Rules and was looking for volunteer to cover meeting on Oct 19 when he would be out of town. Bruce Kibler volunteered to cover it.
6. Bruce Kibler presented the minutes from the strategic planning committee meeting. A discussion followed touching on first year seminars. Jerry Hembd noted year 1 goal would be three successful searches. He also noted the need for retention data by major, which Bruce Kibler has already requested.
7. Chairs provided updates on search and screen committees. Jerry Hembd reported his committee was working on position description. Richard Stewart noted the committee for T&L position would hold red file meeting week of Oct 27. Chuck Reichert said his committee would be holding

red file meeting on Oct 26. Chair Trudeau noted that wording for position descriptions should be changed to include “available for night and weekend teaching.”

8. Chair Trudeau proposed reducing credit for ACCT 200 from 4 to 3 hours. A related discussion about a one hour PV course, plus the possibility of delaying change in course due to BA/BS committee decision pending. A motion was made (Stewart/Kibler) to change ACCT 200. The motion was approved unanimously.
9. Jerry Hembd discussed proposed new course, Econ 335 Ecological Economics. Chuck Reichert noted it will have to go through the Academic Affairs Committee. A motion was made (Reichert/Kibler) to approve the course. The motion was carried.
10. Meeting adjourned at about 1 pm.
11. Future Meetings-12:00 p.m. on 11/15, 12/13

Minutes respectfully submitted by:

Rick Moran
Recorder