

DEPARTMENT MEETING MINUTES

Department of Business and Economics
Erlanson 304, December 13, 2010

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

1. Chair Trudeau called the meeting to order at Noon. A motion was made (Biga /Stewart) to approve the minutes of the October 18, meeting. The motion was approved.
2. Jeffrey Schuldt was not able to attend. Greg gave a brief summary and informed the staff that the review process will take place in 2012. The staff felt it would be nice if this would somehow tie in with the other reviews schedule to take place, therefore eliminating duplication of effort.
3. Chair Trudeau provided updates on a number of items listed on the agenda, including
 - Duplicated courses – Staff was in agreement that may have to double up on core courses to complete a major, but for courses where options exist, students may not use the same course to meet requirements in two majors. No “double dipping” is allowed when alternatives are available in non-core courses. Exceptions will be dealt with on an individual basis.
 - Bullet two of the Liberal Arts Learning for Life has been addressed. Greg is looking for feedback from everyone on the remaining items. Please type something up and send your feedback to Greg. Currently there has not been a strict deadline set for when feedback is required.
 - Department head duties have been divided up among the tenured staff: Richard, Jerry, Greg, Chuck, and Bob.
 - Greg-Budget, class schedules
 - Chuck-Department meeting, miscellaneous request
 - Bob-Banquet, student concerns, tie breaker for appeals
 - Richard-Faculty, convener of personnel committee
 - Jerry-Department chair meetings

Personnel Committee will handle the promotion, salary, retention, and reviews.

 - DBE drop policy we do allow students to drop a class after the drop date.
 - Greg met with Faith regarding the possibility of adding a AA degree.
4. Chuck Reichert provided update on several items before Academic Affairs Committee.
 - He will no longer be able to serve on the AAC due to term limits and is looking for someone to replace him.
 - Chuck presented an issue and asked for input from the department concerning a new policy at AA. This policy would require all returning graduates seeking an additional degree or minor to obtain a minimum of 30 additional credits. This would apply to both alumni and transfer students regardless of the previous degree attained and the addition degree/minor sought. The department felt that consideration needed to be given to UWS graduates. In addition this policy discouraged enrollment. A motion was made by Beam/Kibler to inform AA that “We do not see any reason to impose this requirement on returning students. We support this requirement for transfer students only.”

5. Jerry updated everyone on the current issues being addressed at Faculty Senate. One issue currently being discussed is the idea that each department may need to identify an assessment liaison to be available during the summer months.
6. Bruce presented an update of the strategic planning committee meeting. The committee is seeking input from the staff on a number of topics. The committee is seeking input as to what has been accomplished, or not, on the following points. If anything was not accomplished, the reason for this would be needed. If partially accomplished, what is the plan and timeline for accomplishment?

Assess progress/state of the 2007-2012 strategic plan goals (including Vision and Mission)

- Internship Program
- International Business Concentration
- Mentoring Program
- Regional Economic Development
- Support the 5 liberal arts initiatives

3 year degree program (Evaluation of T&L and Econ also offering this)

Bruce has emailed everyone a list of these topics. Please send your feedback on these issues directly to Bruce.

7. Search and screen updates:
 - Jerry reported a total of 106 applications to date.
 - Richard reported a total of 3 applications to date.
 - Chuck reported that applications have been coming in, no exact count was given. Their grid was being sent over to HR for approval.
8. Richard discussed the possibility of going to Saudi to do some additional recruiting. He would like to recruit for additional departments in addition to T& L as well. He also invited everyone to a pot luck for Stacy Carlson who is leaving T & L

Minutes respectfully submitted by:

Connie O'Brien
Recorder