Notes from 11/8/11 Chairs/Directors Meeting

Present: Shore, Salehizadeh, Belch, Lightner, Plice, Varaiya, Krentler, Williams, Tomic, Singh
Absent: Ballam, Cunningham

The committee convened at 9AM to discuss three issues: faculty support for surveys; make-up examination procedure; and interdepartmental cooperation (resources; minor and FTEs; and capital markets laboratory). Lightner and Williams reported that the College is currently engaged in many data collection activities, and that it would be beneficial to centralize some of the survey function. The committee agreed and requested that Lightner and Williams work to identify what data would be required. The committee will return to the issue of centralization once this phase is completed.

Singh reported his observation of a very decentralized model for make-up examinations and encouraged Williams to gather make-up examination policies across the University. Williams indicated that her investigation revealed a variety of options (e.g., coordination on a specific day/time all the way to a decentralized model). Singh is particularly concerned with students taking examinations on the patio in cold/hot conditions. After much discussion, the committee agreed that each faculty should continue to manage his/her make up examination. However, the Corporate and Community Outreach Office (EBA 336) should be used as an alternative to the patio when the weather is not nice. EBA 336 is generally open from 10-6.

Tomic pointed out the difficulty of managing small sums of funds in each faculty’s account. She encouraged each chair to work with his/her coordinator to streamline the process. She also encouraged the chairs to discuss and resolve any issues with sharing the mailrooms in the two areas. Krentler updated the committee on the progress of opening minors within each department to students in the college
(e.g., a marketing student taking a minor in management). Marketing, Management and MIS have agreed to this do so, and Accounting and Finance are considering this option. Salehizadeh provided a progress report on the “Capital Markets Laboratory.” An essential step in establishing the Lab is the allocation of a space. Salehizadeh will report back to the committee.

The next meeting of the committee is scheduled for 11/22/11 from 9-11.