COBA Professional Development Committee Meeting  
September 30, 2011  

Minutes

Present:  Jim Beatty  
           Mickey Belch  
           Gary Grudnitski  
           Larry Rhyne  
           Moon Song  
           Gangaram Singh

Excused:

1. Jim Beatty, as 2010-2011 Chair of the Committee, called the meeting to order at 9:05am on September 30, 2011, in the Dean’s Conference Room.

2. The Committee consists of five elected members, one from each of the four departments and one from the School of Accountancy).  Jim Beatty represents the Department of Management Information Systems, Mickey Belch represents the Marketing Department, Gary Grudnitski represents the School of Accountancy, Larry Rhyne represents the Department of Management, and Moon Song represents the Finance Department). Gangaram Singh is a member of the Committee in his capacity as Associate Dean.

3. It was moved, seconded, and approved (unanimous) to elect Jim Beatty as Chair of the Committee for 2011-2012.

4. The Committee then discussed the schedule for meeting dates. The Committee agreed to tentatively plan to meet on alternating Fridays at 9:00-10:30, pending issues, availability, and flexibility. Since each member represents a different department or school, finding compatible dates that accommodate everyone is a challenge but will be resolved soon.

5. Jim then then reviewed the purpose and activities of the committee, its history, and potential changes for the future, pending revisions in the College’s Policy File. Among the internal committee practices relative to committee members, Jim reviewed the existing practice that committee members do not apply for any of the UGP or CBA grants in order to avoid “conflicts of interest” in evaluating the applications. Committee members were also reminded of the need to be flexible in the meeting dates, knowing that dates are very likely to be changed as the committee goes forward in order to address grant application deadlines in a timely manner.

6. The Chair informed the committee that the UGP information was sent from the Division of Research Affairs (DRA) to each college dean with a copy to department chairs, school directors, and faculty on August 26, 2011. The deadline for the UGP is October 3, 2011. The Graduate Fees Grant Program
(GFGP) applications are due by October 15, 2011. The Professional Development Committee (PDC) evaluates the UGP applications, while the Graduate Fees Grant Committee (GFGC) evaluates the GFGP applications. The members of the GFGC include Gary Grudnitski (Accounting); Murray Jennex (MIS); Mehdi Salehizadeh (Finance); Lori Ryan (Management); and Mickey Belch (Marketing). Nik Varaiya also serves on the committee.

7. The Committee discussed the availability of funds for the College of Business Administration Faculty Development Plan (CBA-FDP) Grants. The College of Business Administration Faculty Development Awards Program (CBA-FDP) has been replaced by the Graduate Fee Grant Program, at least for now. Faculty received a reminder from Dr. Gangaram Singh, Associate Dean, on September 22, 2011, that applications for the Graduate Fee Grant Program (GFDP) are due on October 15, 2011.

8. The Committee discussed the importance of recipients submitting all required reports by their designated deadline dates. All of the previous recipients have been contacted by the Chair of the Committee and reminded of this commitment.

9. The next meeting of the Professional Development Committee is scheduled for Friday, October 14, 2011, 9:00-10:30:00am. The focus of the meeting will be to review the UGP applications.

10. The meeting was adjourned at 10:45am.