Present: Jim Beatty  
Chee Chow  
Jim Lackritz  
Larry Rhyne  
Howard Toole  
Gail Naughton  

Excused: Fred Raafat  
Bob Wilbur  

1. Jim Beatty, Chair, called the meeting of the Steering Committee to order at 1:04pm on March 5, 2004, in the Dean’s Conference Room.

2. The previously approved minutes of the 02/06/2004 meeting were corrected to reflect the correct name for Badri, who served on the ad hoc Committee on Strategic Goals. The correction is as follows: Swaminathan (Badri) Badrinath.

3. The previously approved minutes of the 10/03/2003 meeting were corrected to reflect the following inclusion: “The requested number change for Accounting 202, Managerial Accounting Fundamentals, to Accounting 220 was discussed. After discussion, this curriculum proposal was moved, seconded, and approved (7-1).” This statement was inadvertently omitted from the original minutes, although they were approved at the 10/03/2003 meeting.

4. The minutes of the 02/20/2004 meeting were discussed, moved, seconded, and approved (unanimous) with minor corrections.

5. The meeting agenda for March 5, 2004, was reviewed and approved.

6. The Committee reviewed the curriculum proposal for Accountancy 596, Contemporary Topics in Accounting, which requests a change in the course prerequisite. The requested prerequisite change was to read as follows: “Business major approved by the College of Business Administration and consent of instructor.” The proposed change had been approved by the Graduate Committee and thus came before the Steering Committee as an action item. It was moved, seconded, and passed (unanimous) to approve the curriculum change.
7. The Committee reviewed the curriculum proposal for the minor in Business Administration. The proposal requests that Finance 328 be added to the list of electives in the minor, as Entrepreneurial Finance is an appropriate elective. The proposed change had been approved by the Undergraduate Committee and thus came before the Steering Committee as an action item. It was moved, seconded, and passed (unanimous) to approve the curriculum change.

8. Suggested Policy File changes were discussed. The formal process of making such changes was discussed, and the Committee agreed to begin this process after reviewing the suggested changes at the next meeting.

9. The Committee discussed the Strategic Planning Initiative, various approaches to move forward with this effort, various formats, and additional preliminary steps prior to any proposed retreat. The Committee felt the vision, mission, values, and goals need further discussion and wordsmithing, and that faculty need an opportunity to review these components and have an additional opportunity to give input prior to any retreat. The Committee discussed various approaches for providing such opportunities. The Committee also discussed potential speakers, whether the goals adequately differentiate the College from other business schools, whether they need to be differentiators or goals for excellence, whether goals should linked to general programs such as undergraduate, graduate, and external programs, whether they should be linked to specific programs such as EMC, EMBA, and others, and/or other approaches. Discussions on these and other matters will be pursued within the College prior to any retreat.

10. The Committee discussed means for distributing the results of the various surveys. It was concluded that two copies of each of the survey results should be placed in each of three locations for faculty and staff review: a) The Dean’s Office, b) the Accounting/IDS Office, and c) the Finance/Management/Accounting Office. These documents will be made available in advance of any retreat.

11. The next meeting of the Steering Committee will be March 26, 2004, from 1:00-2:30pm, in the Dean’s Conference Room.

12. Jim Beatty, Chair, adjourned the meeting at 2:45pm.