1. On-line Student Evaluations

a) The Committee discussed a proposal from Bonnie Zimmerman to conduct student evaluations online. The University appears to be moving in this direction. Several Colleges on the campus are already experimenting with on-line evaluations with some reporting higher student participation rates than for paper evaluations. The Steering Committee determined that this was an important issue for the faculty and the College of Business.

Adopting a system of on-line evaluations has the advantage that student responses will become available to faculty in a timely fashion. It also potentially provides faculty with the ability to customize questions that they wish to ask their students. However, there are concerns about which students elect to complete these evaluations if it is presented to them as a choice and over what time frame they will complete them.

The Steering Committee feels that the College’s participation in a pilot on-line evaluation program would enable us to judge its merits and affect changes to it. It also provides the College with the opportunity to revisit and suggest improvements to the structure of the evaluations and the peer comparisons that are currently available. Accordingly, the following motion was proposed, seconded and approved:

The College of Business will use on-line evaluations Spring 06 on a pilot basis in addition to our normal student evaluation process. The results will not be used in personnel decisions in any way.

b) The Steering Committee suggests that faculty administer the normal evaluations first and then encourage students to participate in the on-line pilot evaluations.

c) The Steering Committee created an ad hoc Task Force to make recommendations regarding on-line student evaluations. This Task Force will consist of Associate Dean Jim Lackritz (ex-officio) and members from various standing Committees in the College-- the Steering Committee, the College Peer Review Committee, the Graduate Committee, the Undergraduate Committee and the Associated Business Students Council. The Chairs of those Committees can suggest members for the ad hoc Task Force. The Task Force shall:

(1) explore the advisability of adopting on-line student evaluations;
(2) consider the appropriateness of the current instrument’s questions;
(3) consider improvements to the format of the results;
(4) consider when to implement on-line evaluations (if they are to be
implemented) and;
(5) report its findings to the Steering Committee.

2. **International Programs**
The Dean expressed her desire for substantial and meaningful faculty input at the March 3rd International Programs meeting. The Chair and Steering Committee agreed to encourage faculty attendance. The nature of the proposed programs with CUHK and American University of Beirut were discussed.

3. **Executive Programs**
The Committee also discussed the nature and functioning of the Executive Programs Committee. Martha Doran reported that the Executive Programs Committee will soon propose changes to its membership. Issues of faculty control of curriculum, compensation and staffing were also discussed.

4. **Congratulations to the Dean and staff**
The Committee congratulated the Dean on the success of the 50 year anniversary alumni event.

5. **The “Journal List”**
Lackritz reported that the March 24th Faculty meeting on the RPT process will focus on the Journal Ranking list and its maintenance.

6. **College Governance structure**
The Committee discussed the history and efficacy of governance within the College. It formed a sub-committee of the Dean, the Associate Dean and the Chair to review the current governance structure of the College and make recommendations for change to the College.