

## Management Department Spring 2017 Meeting Minutes

January 20, 2017

10:00 am - 12:00 pm

Hubbard Dining Room – Z6

Attending: Dr. Thomas Gainey, Dr. John Upson, Dr. Faramarz Parsa, Dr. Doug Turner, Dr. Brad Prince, Dr. Erich Bergiel, Mrs. Samantha White, Dr. Jon Anderson, Dr. Kim Green, Dr. Susana Velez-Castrillon, Mrs. Monica Smith, Ms. Mariana Sanchez, Mr. Philip Reaves, Dr. Joan Deng, Dr. Mary-Kathryn Zachary, Mr. Rick Sigman, and Mrs. Liz Runyan

Not Attending: Dr. Leanne DeFoor and Dr. Jeannie Pridmore

**TOPIC #1: 2016 Performance Evaluations:** Self-evaluations are due to me no later than February 6, 2017. The entire performance appraisal process must be completed by March 1, 2017. It is probably best that we do not explore changing the performance evaluation process at this time. Kyle indicated that at some point we need to begin using the same nomenclature on these evaluations (e.g., exceeds expectations, meets expectations, etc.). However, he was careful to note that the department will still own the system.

**TOPIC #2: Students and Recording Devices:** Georgia Wiretapping Law (Title 16, Chapter 11, Article 3, Part I). Georgia makes it a crime to secretly record a phone call or in-person conversation originating in any private place unless one party to the conversation consents. Therefore, you may record a conversation or phone call if you are a party to the conversation or you get permission from one party to the conversation in advance. However, when it comes to videos, the law makes it a crime to use a device to observe, photograph, or record the activities of another unless the person making the recording gets the consent of all the persons observed.

**TOPIC #3: Committee Assignments:** When terms expire, I will continue to offer committee assignments to the individuals who currently serve in the positions. This makes sense because individuals may be involved in an ongoing project, they may be a good fit to a particular assignment, or they may really enjoy the committee. On some of these committees it actually takes some time to get up to speed and actively involved in the committee's work. And on some committees we need individuals with appropriate experience to properly represent the department. Dr. Velez-Castrillon mentioned that e-mails come out periodically asking for volunteers for committees and that for some committees you can simply join if you wish. It was also suggested that if an individual did not want to continue their service, another department member may wish to "shadow" the current committee member in a meeting to determine if the committee was a good fit before volunteering. Finally, it was recommended that mentors might be able to help new faculty members find service opportunities.

**TOPIC #4: SACS Assessment (2016/17):** I have recorded the results from Fall 2016: MGNT 4620 (Sam and Tom), CISM 3340 (Doug), and CISM 4310 (Joan). For Spring 2017, will need assessment data from: MGNT 3618 (Rick), MGNT 3605 (Erich), and CISM 3335 (Jeannie). At the end of Spring 2017, we should have data for two years (both direct and indirect measures) across four goals in each program.

**TOPIC #5: Engage West Survey – Action Items:** (1) Improve the work-life balance of department faculty (new office hours policy developed by department taskforce), (2) Increase efforts within the department to recognize colleagues for their contributions and achievements (Mariana, Susana, and Liz have been recognized – Mary-Kathryn has written a nomination), and (3) Improve understanding of what UWG leadership is doing to improve benefits (Jim, Kyle at Fall RCOB open meetings / UWG HR at Spring RCOB open meetings) (Susana suggested that we have a Certified Financial Planner come to discuss the different fee structures of the retirement plans – According to Susana, Fidelity charges .67, Valic charges 1.20 and TIAA-CREF is around .48).

**TOPIC #6: Office Hour Policy (Sam):** Faye gave us permission to conduct a trial of the new policy this semester. At the end of the semester, we will try to justify this new approach using senior exit survey data and student evaluations.

**TOPIC #7: Entrepreneurship Certificate/Minor (Jon):** Jon handed out a "Proposal for an Entrepreneurship Minor and Certificate". It appears that we may want to develop both a certificate and minor because major courses (e.g., MGNT 3618) cannot count toward a minor for Management majors. Everyone liked the proposal. We may need to make some minor changes before we are ready to submit the paperwork. For example, there was some discussion about whether MKTG 3803 should be included or another management-related course.

**TOPIC #8: Enrollment Numbers for Spring 2017: (Handout)** Spring course enrollments are up slightly in the MGNT and CISM courses. They are down slightly in BUSA courses. The number of majors and pre-majors are up about 8% for both Management and MIS. We had a discussion about strategies to increase summer opportunities. The department agreed that we would be willing to participate in a Management major in Newnan – especially if it ultimately leads to more summer opportunities.

**TOPIC #9: Update on MIS Tenure-Track Position (Doug):** Last week we met with our first candidate, Adel Yazdanmehr. On Monday, we will meet with our second candidate, J.B. Kim. We hope to make a decision and offer within the next two weeks.

**TOPIC #10: Georgia Bowl (Rick):** In two weeks, Rick Sigman will host the Georgia Bowl on UWG's campus. This program brings students from across the nation together for a competition related to small business ideas – kind of like "Shark Tank".

**TOPIC #11: Budget Update:** (1) Looks like a 2% average merit increase for next year, (2) Looks like no reduction in e-Tuition for next year - however, the BOR will have to approve any increases to e-Tuition – there was real concern that e-Tuition policies would be significantly revised, (3) dilemma with "Move On When Ready" – state actually pays twice for course credits (to both the high school and college) – expect modifications to this program, (4) beginning this year, individuals who successfully pass post tenure review will receive \$2,000 (tentative amount) for travel (pending approval by Faculty Senate), (5) Bad News – total costs for students attending college in Georgia has gone up 100% over past ten years – Good News – this is still 25% less than we should have spent (according to the experts) – UWG is 10<sup>th</sup> highest of USG schools when it comes to total costs, (6) According to the Provost, the summer budget should be the same this year as next year, and (7) Based on new federal regulations, students must be a major to get federal funding – pre-majors will no longer be allowed – "Pre-Nursing" draws a lot of attention on our campus – only about a third are admitted.

**TOPIC #12: MIS Course Rotation:** What happens when students fail the major MIS courses? Right now faculty are giving independent studies to those students who fail the major courses. We need a better rotation.

Note: We did not have time to properly discuss this issue, but this will be a topic of conversation among the MIS faculty during the semester.

Respectfully submitted,

Dr. Thomas W. Gainey, Department Chair