

## **Management Department Minutes/Notes**

**September 13, 2013**

**9:30 am - 11:15 am**

Attending (19): Dr. Thomas Gainey (Chair), Dr. Mary-Kathryn Zachary, Dr. John Upson  
Dr. Faramarz Parsa, Dr. Douglas Turner, Dr. Brad Prince, Dr. Joan Deng  
Dr. Leanne DeFoor, Mr. Ken Hilderhoff, Ms. Samantha Dukes,  
Mr. Philip Reaves, Dr. Kim Green, Dr. Susana Velez-Castrillon, Mrs. Monica Smith,  
Dr. Erich Bergiel, Dr. Jeannie Pridmore, Ms. Mariana Sanchez, Ms. Liz Runyan

Not Attending: Dr. Erich Bergiel (Military Leave), Dr. Jon Anderson (Out-of-Town Meeting)

(Welcome New Faculty): Mr. Philip Reaves and Mr. Ken Hilderhoff were introduced.

(Department Goals): In preparation for the new SACS reporting requirements, our department goals were revised over the past year. Each of the goals has three measurable objectives. We now must report: department goals, specific objectives, the assessments used, the results of the assessments, departmental improvements for each objective, and how we “closed the loop.” This information is available in the annual department report (on our department website).

(Travel Issues): The regulations regarding travel continue to be a little frustrating. They change often and require extensive documentation. Ms. Runyan provided a handout to give department members reminders on the following travel-related issues: submission of expense reports, cost effective transportation, car rentals, hotel/motel exempt form, meals, incidentals, baggage fees, registration fees, and cash advances.

(Budget Update): We continue to receive only \$400 per person per year for travel. Thus, the money we receive from e-Tuition remains critical to allow department members to attend academic conferences and developmental opportunities. This year, UWG will provide our department with 90% of the e-Tuition funds we earned last year. At certain reconciliation points, adjustments may be made to these funding levels.

(Data-Driven Decisions): It appears that more decisions are now being driven by productivity numbers. We discussed the implications for our department in areas such as RPG, enrollment patterns, and number of major graduates.

(Articulation Agreements): This Fall we will be meeting with WGTC to firm up the articulation agreement for our BUSA 2106 and CISM 2201 courses.

(MIS Update): We discussed the significant work over the past year with the CISM 2201 revision (Mariana), the SAP integration (Joan), and the partnership with Greenway (Jeannie).

(Certification Programs): Nineteen individuals have now completed the Human Resource Certification Program and about 80 more have shown interest. We hope to implement the Operations Management Certificate this Fall.

(Management Online Degree): Over the next year, we hope to make significant progress in preparing our major-specific courses for an online degree in the Management major. Mariana will be leading this effort in our department.