

**College of Business Council
Minutes of Meeting**

Friday, August 20, 2010, 1:30pm, Piano Man Conference Room

Present: Jim Fellows, Wei Guan, Varol Kayhan, Rick Smith, Phil Trocchia

Absent with apologies: Scott Geiger

Guest: Grover Kearns

1. Opening remarks by Grover Kearns

Grover Kearns provided the members with the copies of the current governance document and the committee assignments table, and urged the members to make the necessary changes to both. Jim Fellows provided Grover Kearns with the search committees as an update to the committee assignments spreadsheet.

2. Phil Trocchia was elected chair

The two nominees for chair were Phil Trocchia and Scott Geiger. It was decided that in the case of an even-split, the election would be brought to the COB faculty. Phil Trocchia was elected chair.

3. Phil Trocchia asked the members to review the current governance document

Members were asked to email their suggestions to Phil Trocchia by Friday, August 27, 2010. Phil stated he would incorporate the suggestions into a single draft and bring it to the members' attention in the next meeting.

4. Committee assignments were examined

Members voiced their concerns about the current committee assignments. They discussed the need to revise some of the current assignments and utilize the eligible faculty to reduce the assignments of the overloaded faculty.

5. The FDRC committee was discussed

Rick Smith shared with the members the history of the FDRC committee and the reasons behind combining the faculty development (FD) committee with the review committee (RC). Phil Trocchia proposed the separation of these committees: FD to organize faculty development sessions for presenting ongoing research as well as sharing best practices for effective teaching; RC to develop formal guidelines for annual faculty review and conduct annual review. The FDRC issue will be further discussed in the next meeting.

6. Future meetings were discussed

Members agreed that future meetings would be held on Fridays due to schedule conflicts. Phil Trocchia stated he would inform the members of the time and place of the next meeting via email.

7. Varol Kayhan graciously accepted the position as recording secretary for the CBC.

8. The meeting was adjourned at 3:00pm.