

Minutes of the Executive Committee	12/08/2008 College of Business Conference Room 242, 1 pm
Attendees: Kakoli Bandyopadhyay, Brad Mayer, Jimmy Moss, K C Sen, Marleen Swerdlow, Henry Venta, Ann Watkins	
Approval of Minutes from November 10	Approved
Report on Faculty Searches	Chairs
We expect all candidates for the accounting, marketing and finance positions to be in before the end of the semester. The search for the economics position will bring in candidates early in the Spring Semester.	
Reminder - Classroom Visits by Chairs and Dean	Henry/ All
Henry reminded all that each faculty member and administrator should be visited at least once a year in their classroom.	
F2.08 and SEDONA	Henry/ Brad/ All
Brad and Henry reminded the committee to keep stressing to their faculty members the importance of entering data in SEDONA. The annual evaluation form for faculty (f2.08) is now active until February 1. At that time the annual evaluation form for administrators (f2.08c) will be available and the chairs can then review the f.208 forms for their faculty. Henry has sent out a message to all faculty members reminding them of the process. He will send it out again at the beginning of the Spring semester.	
Assessment Plans, ETS Questions, Help from Departments	Brad/ All
Brad discussed with the committee the implementation of the initiatives recommended by the assessment committee. In particular, he asked the chairs to marshal their faculty resources to develop ETS practice questions. Brad will bring copies of the tests for perusal at the next meeting.	
Possible Modifications to Publish and Prosper Program	Henry/ All
The committee discussed potential modifications to the publish and prosper program dealing with delaying payment to that time at which articles were actually published. The rationale is the difficulty of obtaining proper published information from faculty members (in some cases things listed as accepted in 2006 have still not been publishes). After discussion, the committee decided that other means to gather the information would be used and no changes to the program were approved.	
Online vs. Physical Classes and Student Preferences	Marleen/ All
Marleen reported to the committee that she had received complaints from students regarding the availability of physical classes. In some areas there are more online classes offered than physical ones and a certain portion of students does not want those classes. After discussion, Kakoli was to look at the feasibility of offering an additional physical section of statistics and the chairs will be conscious of this potential problem as they build schedules in the future.	
Continuing Discussions of 3-3 loads for faculty - POSTPONED	