

## **Management Department Fall Meeting Minutes**

**February 1, 2019**

**9:00 am - 11:00 am**

**Adamson Hall Conference Room**

Attending: Dr. Thomas Gainey, Dr. John Upson, Dr. Faramarz Parsa, Dr. Doug Turner, Dr. Jeannie Pridmore, Mrs. Samantha White, Dr. Kim Green, Dr. Susana Velez-Castrillon, Ms. Mariana Sanchez, Mr. Philip Reaves, Dr. Joan Deng, Mr. Rick Sigman, Dr. Ellie Towhidi, Mrs. Liz Runyan

Not Attending: Dr. Erich Bergiel, Dr. Brad Prince, Dr. Leanne DeFoor, Dr. Mary-Kathryn Zachary, Mrs. Monica Smith

**Topic #1: New Department Members:** Lantz Ferrell joined us on January 1, 2019 as a Lecturer in our department. She comes to us from UWG e-Core. Lantz will initially be focused on CISM 2201 and MGNT 3600. Additionally, Doug McWilliams has agreed to join us in Fall 2019. Doug comes to us from Jackson State University and will be leading our efforts with the Operations Management Certificate. Thank you to Kim Green for chairing the operations management search committee and to all members who served in this process.

**Topic #2: Update from RCOB Building Committee:** A couple of design concepts were shared. It is possible that the MIS Lab will be built in a very visible location to serve as a “showcase.” We will be required to send three designs to the BOR. The BOR will decide which design will actually be built. The three options should be available to view on Wednesday, February 6<sup>th</sup> from 12:30 – 2:30 pm.

**Topic #3: Budget Update:** UWG will lose another 1.6 million in e-Tuition in Fiscal Year 2020. We are hopeful that we will get a significant additional state allocation and that there will be a 2 ½% increase in tuition to help cover this loss, but there is no guarantee. We are also expecting a 2% increase in merit evaluations. The BOR requires that we turn in our recommendations for merit increases in March, but will not actually know the amounts until April.

**Topic #4: Digital Measures:** Please make certain that all information in Digital Measures is up-to-date. If you need some help navigating Digital Measures, please see Liz. Faye would like for us to update this database each January when completing our performance evaluations and again by July 31<sup>st</sup>. Information is pulled on a regular basis from Digital Measures for assessment-related purposes.

**Topic #5: Five-Year Comprehensive Program Reviews:** The reviews for our Management and MIS programs are now complete. They are both available for you to view at the department website. Both Management and MIS experienced growth over the past five years and are productive and viable programs.

**Topic #6: Newnan Management Major:** There have been some recent discussions about us offering the Management major in Newnan. Newnan would actually prefer that we conduct classes face-to-face. However, we could certainly look at some hybrid options. This seems to be a good opportunity. We are currently looking at some incentive options for faculty. Faculty noted that MGNT 3600, MGNT 3615, and CISM 3330 could be offered.

**Topic #7: Additions to the MIS Program (Dr. Pridmore):** There are some exciting new opportunities in the MIS program. First, we have applied to the Cisco Network Academy. Second, we are looking at the feasibility of becoming an SAP Next-Gen Design Lab. Third, this summer will be the second year of the work practicum with the University of Munster (Germany).

**Topic #8: Management Select Courses:** Over the next year, we need to reexamine the Management Select courses that we are offering. Many of these have not changed in 15+ years. We need to make certain that we are giving our students the skill set that they need to be competitive in the job market. Plans are in place for a “Compensation” course in the summer and a “Leadership” course in the fall.

**Topic #9: Office Changes:** At some point in late spring or early summer, some of you will likely be given an opportunity to select a new office. We will have some turnover in faculty and a couple of offices will become available. As with previous changes, we will do this by rank (and then tenure within rank).

**Topic #10: Upcoming Job Search:** Dr. Parsa will be retiring at the end of 2019. We will likely be forming a search committee at some point in late spring.

**Topic #11:** – Update on 2018 Engage West Goals: We examined progress thus far on the following 2018 Engage West Survey Goals: (1) We will work more diligently to make certain that the achievements and contributions of department faculty are properly recognized (Q9, Q40), (2) RCOB Leadership (Deans and Chairs) will be transparent in providing opportunities for service assignments, international travel, and other faculty engagement programs (Q28, Q34), (3) We will try to better define the organizational levels at UWG and the particular practices that led some respondents to rate the “Climate” items lower (Q49-Q58) (Dr. Upson encouraged everyone to respond to the survey he created in response to this goal), and (4) Efforts will be made to remove some of the more burdensome tasks from the departmental assistant so that she has sufficient time to do her work (Q70).

**Topic #12: BUSA 2201 – Business Foundations Course** – We plan to begin offering CISM 2201 (BUSA 2201) as a business foundations course in the RCOB. I have asked Lantz Ferrell to chair this effort. CISM 2201 is one of the three courses that freshman must now take as a Business Meta Major. We could integrate EXCEL into exercises designed to introduce students to each of the major areas of business. Additionally, the course could help students develop various skills important to success in the RCOB. This is simply a suggestion at this point. If we go this direction, earliest implementation would likely be Fall 2020.

**Topic #13: General Discussion about Appropriate Levels of Online Courses:** Faculty seemed to feel that the mix of online vs. face-to-face courses that we currently offer is about right. Faculty did offer the following suggestions to help students succeed in the online courses: (1) Put notes in BanWeb about our attendance expectations – many students do not seem to know what the “D” and “N” designations actually mean, (2) Set Up deadlines and “Release Conditions” in CourseDen – students would be required to complete certain modules/quizzes/exercises before new material opens up – may force them to use better time management, and (3) Use “Intelligent Agent” in CourseDen – would send reminder e-mails if students have not logged on recently.

**Topic #14: Miscellaneous Notes:** (1) Sam continues to serve as webmaster for our department Facebook and Twitter accounts – send her information if you would like it posted, and (2) Lantz Ferrell will begin helping out with the Management Club.

**Topic #15: Next Meeting** - Unless there is a reason to call another full department meeting, our next meeting is scheduled for April 19<sup>th</sup> from 9:30 am – 1:00 pm in the Hubbard Dining Room. The primary purpose of this meeting will be to review the results of the 2019 Engage West Survey and to develop new goals. Please consider participating in the survey this year. Last year, only 8 of 17 members completed the survey. We want to make certain that we address issues that are of concern to a majority of our faculty and I am required to report the “Engagement Score” on my scorecard each year.

Respectfully submitted,

Dr. Thomas W. Gainey, Department Chair