School of Professional Studies Meeting Minutes  
January 31, 2008

Present: Bruce Batterson, Greg Galardi, Mary Goebel-Lundholm, Carrie Gottschalk, Judy Grotian, Christy Hutchison, Alan Jackson, Sheri Knippelmeyer, Joel Lundak, Jim Nevitt, Bill Snyder

1. Election of Faculty Senate Representative for remainder of Spring 2008  
Those present elected Jim Nevitt to the position for the remaining term.

2. Course Proposal – MGMT 663, Economic Development  
Moved, seconded, and passed to approve the course proposal.

3. 2008 High School Business Contest – Wednesday, February 20  
On campus, daytime classes in BUS, CMIS, and ECON will be cancelled that day. Judy Grotian asked faculty members in those disciplines to recruit student volunteers in their classes.

4. Faculty Senate Initiatives
   
a. Honors Program Proposal  
Judy Grotian and Carrie Gottschalk led a discussion of the Honors Program proposal prepared by the General Education Committee. Faculty members are encouraged to provide comments to Carrie Gottschalk or Jim Nevitt.

   
b. New Faculty Member / Mentor Program  
Discussion generally favored establishing such a program.

   
c. Pre-Tenure Review  
Judy Grotian noted that Todd Drew is willing to provide pre-tenure review to anyone who would like it.

5. Decanal Announcements  
Bruce Batterson discussed the following items.

   
a. Teaching Excellence Award  
Jim Nevitt is this year’s Teaching Excellence Award recipient, the fifth Professional Studies faculty member to be so honored and the third in the last four years.

   
b. Annual Performance Evaluations  
Faculty Professional Activity Reports (PARs) are now due. The Deans will review faculty evaluations with the Vice President in February, then meet individually with faculty members by mid-March.

   
c. Scholarly Activities  
Mary Goebel-Lundholm recently attended the USASBE meeting in Texas. Sheri Knippelmeyer will be presenting at the Academy of Human Resource Development meeting in Florida. Kelly Asmussen’s article on international field experiences has been accepted for publication in Lambda Alpha Epsilon – The Journal of the American Criminal Justice Association. Christy Hutchison will address the National Association of Education Purchasers on recent legal
developments. Bruce Batterson will present on the online adjunct conferences at the annual meeting of The Higher Learning Commission in April.

d. Psych / Soc Search
A search has been approved for an additional full-time annual appointment faculty member to teach Psychology and Sociology courses, primarily online.

e. New Opportunity for Academic Dishonesty
Students are lending USB drives with assignments from prior terms on them, and drives borrowed from the ARC sometimes have not been erased. Faculty members should be sure to check the document properties of suspicious submissions.

f. Office 2007
As more students buy new computers with Office 2007 installed, it will affect the CMIS 101 course. The College has begun to install Office 2007 on a few machines, including most urgently Alice Holtz’s computer.

g. New Course Rotation Schedules
The new rotation schedules have been prepared and should be posted on the website. All required courses in all SPS majors will now be offered online and on campus at least once a year. Bruce Batterson will email the new rotation schedules to everyone.

h. Summer / Fall Course Schedules
Registration for summer begins March 3, and fall registration begins March 25. The summer SPS courses are likely to fill immediately.

i. Advising Notes
Faculty members should contact new and transfer advisees immediately when the advisor assignments are made and encourage the students to contact their advisors for assistance in course selection.

6. Other Business
There being no other business, the meeting was adjourned.