Professional Studies Meeting Agenda
Meeting Minutes
12-6-2011

Members present; Judy Grotrian, Christy Hutchison, Mary Goebel-Lundholm, Brad Griffin, Sheri Grotrian, Elina Ibrayeva, Aaron Knape, Kelly Asmussen, Vijay Sharma, Jim Nevitt, Kelli Gardner, Stacy Bliss-Fudge, Greg Galardi.

Absent; Alan Jackson, Malinda Edris (both excused by Dean Galardi)

1. Meeting called to order at 3:33 p.m by Dean Galardi.

2. Approve past meeting minutes from November 11, 2011 meeting
   Motion by Judy Grotrian, Second by Jim Nevitt, approved unanimously.

3. Reports from committee members-Jim Nevitt briefly explained assessment met today about the advising evaluations. Elina Ibrayeva advised Academics & Curriculum continue to meet on general studies and other progam modifications and course syllabi as a result of change to 120 hour baccalaureate degrees.

4. General Studies – Dr. Galardi briefly discussed the status of the General Studies program and advised more news and progress sheets for this would be forthcoming from Faculty Senate and VPAA Dr. Drew’s office.

5. Program & Syllabi changes- The faculty agreed to vote as a block on the BSBA degree and options, course proposals and changes as they have been discussed extensively and repeatedly. These were sent via email to faculty prior to meeting.
   Judy Grotrian motioned to approve, Christy Hutchison seconded. Unanimous approval.

Listed below are new or modified syllabi sheets were sent electronically prior to the meeting with revised progress sheets.

a. Business-course program changes to core, Accounting, CMIS, Management & Marketing changes
   i. BUS 201- renumber from BUS 301
   ii. BUS 214 Introduction to Business Quantitative Methods(new)
   iii. BUS 336 Marketing Research Methods(new)
   iv. BUS 350 Professional Selling-rename from Salesmanship(change)
   v. BUS 355 E-Marketing(new)
   vi. BUS 390 Project Management(new)
   vii. BUS 471 Advanced Auditing(new)
   viii. BUS 491 Strategic Marketing Management(new)
   ix. BUS 493 Leadership in Teams and Organizations(new)
   x. CMIS 210 – change name from Computer Programming I to “Essentials of Computer Programming “
   xi. Eliminate Computer Programming II from catalog
   xii. CMIS 360 Cybersecurity (new)
   xiii. Change minors in CMIS & Marketing

b. BAS- core program changes- Discussion initiated on this program. While agreeing upon 9 out of the ten courses in this core, Christy Hutchison advised there was a deficit in Human Resource Management and requested this be added to the core set of classes, by replacing BUS 390 Project Management. Discussion ensued regarding importance of courses, quantitative vs other courses, etc. Upon conclusion of discussion, Hutchison motioned to add BUS 380 Human Resources Management, and remove BUS 390 Project Management from the core. Mary Goebel-Lundholm seconded. A vote was taken and Judy Grotrian, Christy Hutchison, Mary Goebel- Lundholm, Sheri Grotrian, Elina Ibrayeva, Kelly Asmussen, Vijay Sharma, Jim Nevitt, Kelli Gardner, Stacy Bliss-Fudge voted to approve. Aaron Knape voted against. Brad Griffin abstained from voting. Motion passed. Changes will be made to program and progress sheet for the BAS degree.
c. Psychology- core program changes & elective changes; electronic versions were emailed to faculty prior to meeting. Kelli Gardner motioned to approve, Jim Nevitt seconded. All voted in favor of program changes and syllabi was approved for PSYC 300, Contemporary Issues in Psychology.

   i. PSYC 300, Contemporary Issues in Psychology

d. Criminal Justice-core program changes & elective changes and the addition of a “Law & Society Option”- electronic changes were emailed prior to meeting. The program, changes and syllabi were discussed. Kelly Asmussen motioned to approve, Vijay Sharma seconded. All voted in favor of approval of program and syllabi.

   i. CJUS 190 Criminal Law (new)
   ii. CJUS 340 Criminal Procedures and the Courts(modify)
   iii. CJUS 330 Research Methods(modify from PSYC 330)

6. Discussion of Advising Survey- Jim Nevitt provided information on the Advising survey. Faculty discussed the survey. Dr. Nevitt specifically stated that Dr. Drew would be sending out more information regarding how this would be implemented. Nevitt also advised this was being used to collect data initially, establish a baseline, and be provided to faculty so self-improvement could be made by faculty; Deans would not receive these initial results. Nevitt urged the faculty to provide input and thoughts in on this early in this process so faculty would have a greater voice in something that eventually could become part of the evaluation process. Kelly Asmussen requested students be informed of this evaluation well ahead of time so students could have a good frame of reference for the evaluation. Christy Hutchison advised faculty member’s advisees could be alerted about their respective advisor so they could have a better understanding. Brad Griffin suggested we continue to use Deans as a reference. After further discussion, Dr. Galardi asked all faculty to submit their thoughts via email to Dr. Nevitt by Friday, July 13, 2011 at noon so Dr. Nevitt could provide this to the Assessment committee.

7. Faculty Planning discussion- Faculty were provided handouts on the number of majors and discussed the report due by Friday, 12-9-2011 to Dr. Drew and Faculty Senate regarding the two faculty positions which are to be staffed next year, depending upon enrollment. After a long discussion, Dr. Galardi asked faculty to email him any thoughts regarding this by Thursday, 12-8-2011 at noon.

8. Dean Galardi asked for volunteers for a Business Capstone Task Force, as BUS 495 would soon be the sole assessment class for business majors in both the BAS and BSBA programs. Elina Ibrayeva, Aaron Knape, Sheri Grotian volunteered to be on this committee.

9. Galardi asked for other comments or concerns- none were noted. Motion to adjourn by Kelly Asmussen and seconded by Brad Griffin. Members present unanimously in favor of closing meeting. Meeting ended at 4:36 p.m.