MINUTES: School of Professional Studies Meeting February 11, 2015, 3:30 p.m., TJM 101

PRESENT: Dr. Galardi, Dr. Coe, Ms. Edris, Dr. Gardner, Dr. Goebel-Lundholm, Mr. Griffin, Dr. Grotian, Dr. Grotian-Ryan, Mr. Hayes, Dr. Hutchison, Mr. Jackson, Mr. Knape, Dr. Nevitt, Ms. Parriott, Ms. Schottel, Dr. Tiner, Ms. Weitzenkamp

GUEST: Dr. Kathy Carroll

I. Dr. Galardi asked for review of the minutes of January 22, 2015 School of Professional Studies School meeting. A motion to approve the minutes was made by Dr. Nevitt with a second by Mr. Knape. Motion was approved.

II. Dr. Carroll shared with department members carpet and paint color samples that have been chosen by design and college personnel for T.J. Majors Hall. Carpet for classrooms will be a charcoal plaid with occasional thin white lines and thin blue lines. Walls for classrooms will be gray with a darker gray on window walls.

Window shades will be gray with chain drives on the side. The shades will not be complete blackout shades. Some evidence of light filters through the shades.

Offices will have a charcoal plaid/check carpet. Office paint color choices will be off-white, light gray, darker gray, and slate blue.

Dr. Galardi thanked Dr. Carroll for her resourcefulness in producing funding for the painting and carpeting of the building.

Wiring for the projectors is being brought to code. Chase walls are being properly installed. Completion date of the building remodel will be August 14, 2015.

III. Dr. Goebel-Lundholm spoke about her capstone Global Studies class (BUS 480 – International Business). Dr. Goebel-Lundholm reported that the Fall 2014 class produced more ability than previous classes to conceptualize and later relate the information taking a position on a matter.

IV. Dr. Asmussen spoke about his capstone Global Studies class (SOC 300 – Contemporary Social Problems). Twenty-nine students were enrolled in the class. Discussion boards were due on Wednesdays – with Dr. Asmussen requesting strong emphasis on quality rather than quantity. Questions were posed each week. Each student was required to make and post a five-minute video on YouTube referencing a social problem of their choosing. Final projects were for each student’s developing a sociological curiosity and brainstorming to create a potential solution.

V. Dr. Galardi advised that annual evaluation meetings should be scheduled with him on Tuesdays through Fridays. Evaluations should be completed for submission the last week in February.

VI. Any thoughts department members might have about the new website should be forwarded to Kevin Moser – programs descriptions, new ideas, testimonials – before Tuesday, February 17th.
VII. Items provided for department members by Ms. Parriott include the items listed below. Ms. Parriott is interested in receiving feedback.
   a. System policies for review: Policies: 2700, 3020, 5000, 5007, 5014
      Policies can be found at the following link: http://www.nscs.edu/policy-manual.htm
   b. Archived Faculty Senate Minutes including references to Professional Development Funds from 2008 to present (see handout)
   c. Rubric: PSC Professional Development Funds (see handout)

VIII. Dr. Galardi advised that $7,000 remained in Faculty Professional Development Funds, and Ms. Lisa Parriott is the contact person representing the School of Professional Studies. Request can continued to be submitted to Dr. Judy Ruskamp.
   a. Mr. Knape stressed how important these funds were to update the CPA training and licensing requirements of the accounting instructors.

IX. Faculty discussion/updates/issues
   a. Dr. Galardi advised that the Department has been assigned a new work-study student, July Paw. Ms. Paw is a Bio/Chem student. She will be assigned to work in the computer lab (TJM 202).
   b. Mr. Hayes is moving forward in making arrangements for a student trip to Europe. There will six information meetings – opportunities for students to learn of trip details. Four meetings will be before midterm break, and two meetings will be after midterm break. Dr. Taylor-Costello will be processing applications. The cost of the trip is $3,569/student. Scholarships are $1,000/each.
   c. Mr. Knape referenced the success of Marshall Joy’s passing the CPA examination on the initial effort. Kenny Elms and Jack Shi have received internships. Scholarships are available from the Nebraska Bankers’ Association and the Foundation of Accounting and Financial Women’s Alliance. Three recent students from PSC have passed the CPA board examination on the first try.
   d. Dr. Galardi advised that the program with the highest retention rate is the Honors Program; and overall, Professional Studies faculty have been doing an excellent job with freshmen.
   e. Dr. Coe highlighted the “Exploring Belief” panel to examine different belief systems on Monday, February 9th. Members of the panel included representatives of several cultures and beliefs. Dr. Coe acted as panel moderator.
   f. Dr. Tiner, Faculty Athletic Representative, advised that several transfer students had arrived to participate in basketball and baseball.
   g. Dr. Nevitt reported that on November 14th and 15th, the psychology faculty accompanied students to the Psychological and Educational Research Conference at Fort Hayes State University in Kansas.
   h. Mr. Jackson reported that he has attended an academic residency for doctoral studies in New Orleans.
   i. Dr. Asmussen reported that students in his Contemporary Social Problems classes are writing grants or requesting funding for social issues/problems that interest them. Twenty-three projects are in process.
   j. Dr. Grotrian-Ryan reported that Phi Beta Lambda officers are helping inform/recruit students about and for PBL. They also are helping with the drive for professional clothing and preparing for the PBL state conference in April.
k. Ms. Stewart advised that her classes are going well.
l. Ms. Weitzenkamp advised that business students are applying to graduate school and to take the CPA examination.
m. Ms. Parriott will be taking the position of Business Contest Director for the 2016 year and beyond. Ms. Parriott advised that she attends both a Faculty Senate meeting and a Faculty Professional Development Funds meeting the next day if department members had items they wanted discussed.

n. Dr. Hutchison advised that she had been funded by the Snyder Cultural Understanding Endowed Fund to provide tutoring in a second-language program with Cargill. Dr. Hutchison is also planning a field trip (for those interested law degrees) to Creighton Law School and the US District Attorney’s Office. Student, Greg Moran, has been admitted to the UNL School of Law.
o. Dr. Grotrian thanked faculty and staff for help with the Business Contest. Dr. Grotrian also welcomed Ms. Parriott as the new Business Contest Director. A round of applause was given to Dr. Grotrian for her 17 years of excellence in leading this contest. Dr. Grotrian also received a commemorative clock earlier in the day at the contest.

X. Dean Galardi provided information about freshman orientation dates for the spring and summer and advised it would be a good opportunity for service for faculty to assist at the orientations, as it would be a good opportunity for faculty members to greet and know the new students. He suggested that there be one or more faculty members representing each discipline of the Professional Studies School at these orientations. Dr. Galardi also advised he could not financially compensate faculty for this service opportunity.

Dr. Galardi advised that Mr. Blobaum would be providing advising survey results to the department members. These reports will be available to faculty members. Less than four appointments won’t be reported. In regard to meeting with prospective students, Dr. Galardi asked faculty to have more availability to meet with students. Dr. Galardi advised that he thoroughly enjoyed meeting with students (41 in the first semester); however, he really wanted faculty to meet with prospective students as the students would be learning from them.

XI. Dr. Asmussen moved to adjourn the meeting. Dr. Nevitt seconded the motion. Motion was approved.