MINUTES: School of Professional Studies Meeting
March 25, 2008, 11:00 a.m.

PRESENT: Dean Batterson, Ms. Edris, Mr. Galardi, Dr. Goebel-Lundholm, Ms. Gottschalk, Mr. Griffin, Dr. Grotrian, Ms. Holtz, Dr. Hutchison, Mr. Jackson, Dr. Lundak, Dr. Nevitt, Dr. Snyder, Dr. Thomas, Mr. Wray

1. School of Professional Studies faculty members reviewed minutes of meetings: December 10, 2007 and January 31, 2008. Dr. Snyder moved to approve the minutes; Mr. Jackson seconded the motion. Motion was approved.

2. Dean Batterson recognized activities and accomplishments.
   a. Mr. Griffin completed work for the MBA degree.
   b. Dr. Nevitt received tenure and the campus Teaching Excellence Award
   c. Dr. Goebel-Lundholm had a number of guest speakers in her International Business class: from China, Japan, Mexico, Columbia and other countries.
   d. Dr. Snyder’s marketing students practiced selling products to chemistry students.
   e. Dr. Hutchison’s students held a debate in lieu of a midterm examination in Organizational Ethics. There may be more public debate for a final. Debate topic of student choice is the BCS (Bowl Championship Series) system.
   f. Mr. Jackson’s Business Policy class is using a business simulation.
   g. Dr. Grotrian reported the High School Business Contest was scheduled for one of the year's coldest days causing attendance cancellations. The Contest was still very successful for those participating.

3. Department personnel reviewed a course proposal for Personal Finance (ECON 201). The proposal was put forward by Ms. Holtz in an effort to address the need for money management skills for students. Mr. Galardi moved to approve the course proposal for the Personal Finance class. Dr. Lundak seconded the motion. Motion was approved.

4. Department members reviewed a course proposal for Statistical Methods and Data Analysis (MGMT 602), a graduate-level course and a part of the MSOM (Master of Science in Organizational Management) degree program. The course will be offered entirely online. Mr. Jackson moved to approve the course proposal for the Statistical Methods and Data Analysis class. Dr. Grotrian seconded the motion. Motion was approved.

5. Dean Batterson discussed the new Honors Program.
   a. A two or three-hour orientation
   b. Four required classes - two sequential and two stand-alone classes
   c. Optional Independent Study project in order to graduate with distinction
   d. Board of Trustees’ scholars required to take part in program beginning fall semester 2008

Vice President Drew wants the Honors Program to be interdisciplinary, interactive, engaging and to develop critical thinking.

Vice President Drew is interested in receiving nominees or volunteers for Honors Program Director.

6. Mr. Galardi, Director of Graduate Studies, is preparing to publish the MSOM catalog.
7. The Nebraska State College System Board agenda for March 28 includes a proposal to change the titles of the Deans of the three undergraduate schools from Associate Deans to Deans and to add a Dean of Graduate Studies.

The Board has also introduced a new policy limiting the ability of a person working as an administrator to return to faculty status. Department members discussed the effects such a policy would have on a small college. Dr. Thomas moved to express the School’s concern about the proposal. Dr. Goebel-Lundholm seconded the motion. Motion was approved.

8. The next School of Professional Studies Meeting will be held the second half of April - April 22nd or April 24th. Discussion indicated that Tuesday was the better day to meet.

9. Dean Batterson discussed other items of business:
   a. The Psy/Soc search continues.
   b. Quotes for the office chairs are in preparation.
   c. During the Summer new computer equipment and software (Office 2007) will be installed in T.J. Majors, room 203.
   d. Faculty members should back up computer work and online courses.
   e. Online grade books should be downloaded as Excel files.
   f. The final letter grade should be placed in the left-hand column in the grade book (incompletes included) for online courses.
   g. Assessment reports for capstone courses should be prepared.
   h. Ms. Holtz advised that the Rural Health Career Fair (including health careers, human resources, and accounting) will be held on campus on April 2nd. This fair is held to encourage high school and college students to explore rural health careers.
   i. Dr. Snyder expressed concern about grade inflation indicated when reviewing the number Alpha Chi candidates with 4.0 grade averages.
   j. Dr. Nevitt reported on preparation for the Faculty College to be held at Peru State College in May. A web page is being prepared. At meeting time a themes list that could be made available on request included faculty/student projects, governance and other potential topics.

10. Meeting was adjourned.