MINUTES: School of Professional Studies Meeting August 17, 2007, 1:00 p.m.

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

1. a. Department members related summer activities.

Dr. Asmussen spent time healing after knee-replacement surgery. In July he attended the Higher Education Academy.

Dr. Goebel-Lundholm did some business consulting - traveling to California and Las Vegas. She taught a course for a college in Japan.

Ms. Gottschalk taught an online class, The Family, for Peru State. Enrollment in the class was 57. Other activities included following her children's activities: gymnastics, swim teams, and ball games.

Mr. Galardi taught Research Methods for Peru State. He also sent out 1,000 research surveys - receiving 478 replies.

Mr. Griffin completed an economic-development internship through Chadron State and worked as a technology consultant in Falls City.

Dr. Snyder vacationed with his wife, Shirley, and two other couples at the Grand Canyon of the Colorado and at Las Vegas and with extended family in Florida. He also continued working on ethanol and water issues through his work with the Auburn City Council.

Mr. Jackson taught online for Peru State. He also broke an ankle and his back in two separate accidents. He is currently recovering in braces on both. Mr. Jackson added that he is grateful for the opportunities at Peru State - particularly teaching Business Policy.

Dr. Grotrian attended the Faculty College held at Wayne State College; she presented (with Ms. Knippelmeyer) at the Nebraska Career Education Conference in Kearney; she and Mr. Griffin ran the Dragon Camp (Speech Recognition) for young students; she had Kim Larsen in for Speech Recognition Technology; she and Mr. Griffin presented at the Adjunct Training Workshop; she taught a class online; and she visited her grandchildren in Minnesota.

Ms. Knippelmeyer joined Dr. Grotrian in presenting at the Career Education Conference; she attended the PBL National Conference in Chicago as a sponsor; she completed her last paper for the last class of her doctoral program; she passed her comps (in her doctoral program); she had a house built in Syracuse and moved into that house.

Dr. Lundak taught his new class, The World's Religions, online. Forty-seven students were enrolled. He received good reaction to the class. He submitted a paper to IBAM (Institute of Behavioral and Applied Management), and the paper was accepted. He had occasions to visit all six of his children and their families over the summer.
Dr. Hutchison had two papers accepted: for IBAM and for the Mountain/Plains Management Conference. She vacationed in Florida visiting the Kennedy Space Center. Endeavor was on the launch pad being six days before launch.

Mr. Wray related a summer schedule of caring for family pets among other home duties and also playing golf. He taught Current Issues in Accounting for another college, visited a military colleague now at the University of North Dakota, and cared for his granddaughter, Sophia.

2. a. New office locations:
Dean Batterson          TJM 248
Mr. Galardi            TJM 300
Dr. Goebel-Lundholm    TJM 241
Ms. Gottschalk         TJM 236
Mr. Griffin            TJM 306
Ms. Knippelmeyer       TJM 234

b. There will be three additional technology classrooms this year making a total of six technology classrooms for use by the School of Professional Studies. T.J. Majors rooms 114N, 325, and 326 will be kept locked when not in use as classrooms.

c. The copy/supply room (TJM 247) has received a summer overhaul. Supply shelves have been replaced with matching shelves. A table and map chest have been removed making movement in the room easier. The copy machine has been amended to include fax use.

3. Dean Batterson reviewed highlights of the newly-negotiated faculty contract.
   a. (5.5.1) Faculty members should hold office hours of five hours a week for no less than three days per week.
   b. (5.3) Each faculty member will announce the specific hours each week he or she will be available for scheduled or drop-in appointments.
   c. (16.6) Added to the section on award of tenure: a third-year, nonbinding school/department or campus progress review will be conducted at the faculty member's request.

4. Dean Batterson advised:
   a. School Meetings will be held on Fridays in lieu of Thursdays.
   b. Enrollments are up; both online and on-campus courses in the School of Professional Studies are full.
   c. Both Mr. Galardi and Ms. Knippelmeyer have completed coursework of doctoral programs. Both have received promotions to Assistant Professor.
   d. Susan Popelka has been admitted to the DBA program at North Central University.

5. Dean Batterson highlighted initiatives and innovations.
   a. Dr. Nevitt's honors courses, Analysis of Evil I and II
   b. Dr. Goebel-Lundholm's guest speakers for International Business
   c. Dr. Snyder's Marketing Management class: this fall will be surveying strengths of Southeast Nebraska.
   d. Five faculty members attending the IBAM Conference in October
   e. Dr. Hutchison will be program chair for the 2008 IBAM conference in Orlando.
   f. Ms. Knippelmeyer will be developing the Human Resource Development and Training course for the MSOM program and a graduate certificate.
g. Ms. Gottschalk is acting as the campus sponsor for a student (Colton Harris) initiative with the Oxfam Leadership Seminar. Mr. Harris attended Oxfam's Leadership Seminar during the summer, and he will act as a change agent on the Peru State campus for issues of social justice.

h. Dr. Asmussen is working with personnel at the Tecumseh State Correctional Institute to obtain opportunities for students to interview "lifers" (those serving life sentences in prison) in order to study issues faced by lifers in prison institutions.

6. Dean Batterson and department members reviewed a course proposal for Theories of Entrepreneurship (MGMT 660), a graduate class for the MSOM program. Dr. Thomas moved for approval of the proposal by the School of Professional Studies; Dr. Lundak seconded the motion. Motion was approved.

7. Assessment and Accreditation:
   a. NCATE visit is scheduled for Fall 2008. Classes will be reviewed in consideration of Rule 24.
   b. A report will go to the Higher Learning Commission in 2008 on program assessment. Rubrics and grids will be applied to science and business degrees.
   c. The Higher Learning Commission review panel approved the MSOM degree.

8. Reminders:
   a. Dean Batterson asked that faculty members tell students not to submit papers in plastic sleeves or folders.
   b. When reviewing students' transfer hours, review both the Bachelor of Science degree and the Bachelor of Applied Science degree.
   c. Submit requests for use of Faculty Development Funds when appropriate.
   d. Make sure emails or memoranda on course substitutions are placed in the students' advising files.