

MINUTES, BOARD OF VISITORS, SCHOOL OF BUSINESS, UNIVERSITY OF SOUTHERN INDIANA, FRIDAY, APRIL 29, 1994, U.C. BRIDGE, U.S.I. CAMPUS

PRESENT: Roxy Baas, John Bolger, Alan Brill, Robert Griffin, David Gunn, John Lippert, James McKinney, J. Steven Rudolph, J.C. "Pete" Ruthenburg, Pamela Schrecker, Russell Sherlock, Albert Umbach, Jr., Michael Weber, Phil Fisher, Nancy Bizal

ABSENT: William Fisher, John Flock, Norman Gee, Carolyn Georgette, Michael Hinton, S. Mark Kerney, Daniel Leitch III, Thomas Magan, Allen Mounts, Jerald Newhouse, Ronald Romain, David Russell, Steven Schenck, William Schmits, Richard Stivers, Richard Strenkowski, Robert Swan, William Vieth

GUESTS IN ATTENDANCE: President David Rice, Vice President for Academic Affairs Robert Reid, Chairperson of Information Systems & Business Education Department Larry Arp, Chairperson of Economics and Finance Department Steven Cox, Assistant Dean William Henderson, Assistant Professor of Computer Information Systems Ernest Nolan

CALL TO ORDER, WELCOME

Chairman Mike Weber opened the meeting at 8:05 a.m. Steven Rudolph, President of J.H. Rudolph & Co., Inc. and J.C. "Pete" Ruthenburg, Executive Vice President of Red Spot Paint & Varnish Co., Inc. were welcomed as new members. Everyone present introduced themselves to the group.

MINUTES

The minutes were approved as mailed.

DEAN'S REPORT - PHIL FISHER

The "Dean's Report" was included in the folders distributed at the meeting and is attached.

A letter from our AACSB appointed precandidacy advisor Dean William Eddy was also included in the folder. Phil Fisher explained the main point was that we need to do more to define our uniqueness and set goals aimed at attaining the quality and program configuration required for accreditation and, then, demonstrate how we will achieve that over the candidacy period. We must show that the faculty are doing research on a par with other accredited schools. The Academic Affairs Committee of the Board of Visitors will meet with the Academic Affairs Committee of the School of Business to address these issues.

A discussion followed on research and how to motivate participation since it is so important to attain accreditation. Many ideas were suggested including offering a stipend for first publications.

Vice President Reid commented on the pride and good feelings one has upon seeing one's own name in print. He thought a recognition luncheon would be a good idea, either University- or School-wide. The Faculty Affairs Committee is to work on this. Vice President Reid also mentioned a computerized system (DARS) for student advising. If used at U.S.I. the faculty would have more time for research. Bill Henderson said the School of Business plans to implement this system in time for Spring of 1995 registration. It would allow the faculty more time for career advising instead of registering students.

CHAIRMAN'S REPORT - MIKE WEBER

Mike Weber commented on the progress of the Board of Visitors since he has joined, and the tremendous progress of the School, particularly related to the accreditation process. Accreditation will make us a better school and a stronger asset to the community. Judging from Phil Fisher's report it would appear we are on the right path. He applauded Phil Fisher on the school's progress. The Board of Visitors is an advisory board; we are not here to tell academics what to do but to work together to make improvements.

Bill Schmits, Accounting Manager at ALCOA, and a fellow Board of Visitor member, is scheduled for surgery on May 2. The Board sends him best wishes for a speedy recovery.

COMMITTEE REPORTS

ACADEMIC AFFAIRS - DAVID GUNN

The continuing role of the committee is to serve as a voice from the business community back to the faculty. The community wanted our graduating students to be more well-rounded, to write better, and to have better interpersonal communication skills. Changes have been made in the teaching core to accomplish these goals.

The attempt to become accredited through AACSB is well underway.

A meeting was held with Larry Arp and Bill Henderson to discuss the final draft of the CIS Program.

We will continue along the same lines of cooperation with the faculty. The Accounting area will be the next area of concentration. A four-year undergraduate degree requires 124 credit hours. A plan is being devised so that the 150-credit hour requirement for CPAs can be met with an additional year of 30 credit hours which would enable a student to acquire a masters degree in accounting.

COMMUNITY INTERACTION - BOB GRIFFIN FOR TOM MAGAN

The goal of this committee is the integration of faculty and the business community. The Faculty Associate Program pairs a board member and a faculty member with common interests. This should provide insight for both speaking and consulting opportunities, faculty internships, and research opportunities. Implementation of the program will be discussed today.

FINANCE - JOHN LIPPERT

The School of Business Unrestricted Foundation Funds Budget was distributed and discussed. Mike Weber moved to accept the budget as presented; Ken Bolger seconded; the budget was approved. A copy is attached.

MEMBERSHIP - MIKE WEBER FOR CAROLYN GEORGETTE

New members since the fall meeting are: Norm Gee, Chairman and CEO, Atlas Van Lines; Dan Leitch, President and CEO, American General Finance; Dave Russell, CEO and President, Shoe Carnival; Pete Ruthenburg, Executive Vice President, Red Spot; Steve Schenck, Executive Vice President, NBD Indiana.

The membership committee recommended that Lawrence D. Prybil, CEO of the Daughters of Charity National Health System-East Central Region, be considered for membership to the Board of Visitors. John Lippert moved to approve; Al Umbach seconded; the motion carried.

The committee recommended that members' terms of membership end in the spring rather than in the fall to bring terms of membership into the same cycle as the terms of office for the chair and vice chair. Terms now scheduled to end in Fall 1994 will end in Spring 1995 and so on. A schedule of the terms as they now stand were included in the meeting packet. Also included in the folder was the by-laws packet; on page 2 is the Procedures for Organization of the Board of Visitors. In the Membership section is the reason the terms of membership and terms of office were originally out of cycle--essentially we had to have members before we could have officers.

NOMINATING COMMITTEE REPORT - MIKE WEBER

Recommendations for committee chairpersons are as follows:

- Academic Affairs - David Gunn (continue)
- Membership - Carolyn Georgette (continue)
- Community Interaction - Tom Magan (continue)
- Finance - John Bolger (new)

Roxy Baas moved that the above recommendations be approved; seconded by Al Umbach; motion carried.

ELECTION OF VICE CHAIR - MIKE WEBER

Recommendation for Vice Chair is John Lippert.

David Gunn moved that John Lippert be approved as Vice Chair; seconded by David Gunn; motion carried.

NEW CHAIR REPORT - ROXY BAAS

When Glenn Pitman initiated the Board of Visitors we were a small group; we have now become a much larger group under Phil Fisher. Our function is to communicate, advise, and council the School of Business. We've accomplished a lot. For instance, our effort towards acquiring AACSB accreditation is well on its way to fruition. We have helped with funding. The Board and the faculty have enjoyed working together, and we've gained respect for one another and become friends.

Roxy Baas presented a plaque to Mike Weber for his service to the Board as Chair this past year.

Thanks were extended to all members for the sacrifices and time spent in making the Board a success.

COFFEE BREAK AND COMMITTEE MEETINGS

COMMITTEE PROGRESS REPORTS

ACADEMIC AFFAIRS - DAVID GUNN

The first item discussed was the Goals and Objectives of the Assessment Program. The basic framework has been approved. Surveys will be sent to alumni, senior students, employers, the Placement Office, and Board of Visitors. The data from these surveys will allow us to assess our performance and make any necessary changes to facilitate continuous improvement. Syllabi will be reviewed by a faculty group, a standardized exam will be given to seniors which will permit us to compare our students with national norms as well as our previous years. In addition, minutes of the Student Advisory Board will be prepared and reviewed.

The continuing role of the committee is to provide input into the various programs such as the new Computer Applications Program.

COMMUNITY INTERACTION - ROBERT GRIFFIN

Outside Speakers are needed. If you know someone who could be of interest in the classroom, please contact Nancy Bizal.

Internships and coop opportunities are needed, particularly paying ones.

We are beginning to pair board members with faculty. Some pairs are: Flock/Wafa, Griffin/Choe, Brill/Kim, Magan/Partridge, Baas/Wade. We need to find someone willing to match with Tim Schibik to work on local urban problems.

This committee plans to meet prior to our next board meeting to discuss the development and implementation of an ethics program.

FINANCE - JOHN BOLGER

Our goal is to do better than last year with the same players. We are optimistic that we can reach a goal of \$45,000.

MEMBERSHIP - MIKE WEBER FOR CAROLYN GEORGETTE

In addition to adding Lawrence Prybill to our board, we want to add a Kimball representative. We have visited to and fro with them, and they have helped with our CIS program.

CLOSING REMARKS - PHIL FISHER

This summer we will complete our Action Plan for Candidacy Plan and get budgeted as much as possible. In August of 1995 we will apply for accreditation and do a new self-study.

We have completed our staffing plan. Next year we will recruit a new Accounting person.

Our new MIS Program will be good for our school.

The Executive Committee of the Board of Visitors will meet with incoming President Hoops by next September. Dr. Hoops has a reputation for wanting to make things happen.

TUESDAY, NOVEMBER 15 HAS BEEN TENTATIVELY SET FOR OUR NEXT BOARD OF VISITORS MEETING.

The meeting adjourned to lunch at 11:55 p.m.