

**MINUTES
BOARD OF VISITORS, SCHOOL OF BUSINESS
UNIVERSITY OF SOUTHERN INDIANA
WEDNESDAY, APRIL 26, 1995
U.C. BRIDGE, USI CAMPUS**

Present: Roxy Baas, John Bolger, Alan Brill, Jim Dodd, John Flock, Carolyn Georgette, Bob Griffin, David Gunn, John Lippert, Tom Magan, Jerry Newhouse, Steve Rudolph, Suzie Schrecker, Ken Sendelweck, Rick Stivers, Bob Swan, Mike Weber, Phil Fisher, Nancy Bizal

Absent: Norm Gee, Mike Hinton, Mark Kerney, Dan Leitch, James McKinney, Allen Mounts, Larry Prybil, Ron Romain, David Russell, Pete Ruthenburg, Steve Schenck, Bill Schmits, Rich Strenkowski, Al Umbach

Visitors: Vice President for Student Affairs John Byrd, Vice President for Academic Affairs Robert Reid, and faculty members Larry Arp, Sang Choe, Craig Ehlen, Ramadan Hemaida, Bill Henderson, Mohammed Khayum, Mehmet Kocakulah, Joy Peluchette, Munir Quddus, Tim Schibik, Bill Sodeman, Dan Wade, Marwan Wafa, Bob Wuerth

Call to order, Introductions

Chairperson Roxy Baas opened the meeting at 8:10 a.m. and introduced people who had not previously attended Board of Visitors meetings. They were Dr. John Byrd, Vice President for Student Affairs; Mrs. Barbara Claypool, Senior Administrative Secretary for Dr. Phil Fisher; and Dr. Timothy Schibik, Assistant Professor of Economics.

Dr. Byrd briefly addressed the group. He provided the Board with a summary of his background, including that he had previously worked at the University of Evansville in a similar capacity. Dr. Byrd said he had suspected deep support for the USI School of Business, and noted that evidence of such was the high level of attendance at this morning's meeting.

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 or is attached. Phil Fisher paused for questions or comments after each major division.

After the Accreditation Plan portion, John Flock asked what the biggest stumbling block to accreditation would be. Phil Fisher said that there were several areas to be addressed. 1) Faculty research requirement. We currently are at about 80% compliance. 2) Student retention. John Byrd will be addressing this problem.

It is difficult to compute meaningful attrition rates because students come and go for various reasons. To assist in this situation, faculty members are calling students in good standing to ask why they haven't preregistered. 3) Enforcement of prerequisites. The University's current registration software doesn't flag anyone who is registering for a class who has not taken the prerequisite course. We are monitoring this manually every semester. The next software package will accommodate this need, but there is not a definite installation date.

After the second portion, the Master of Science in Accountancy Program, Phil Fisher thanked the accounting professionals for their work on this project, particularly David Gunn. He continued by explaining that there are three possible scenarios after the program is submitted to the Commission on Higher Education. They are 1) approve the program and funding for it; 2) not approve the program and its funding, which is not likely; 3) approve the program but not funding to support it. In that case, we would be obliged to establish the program and hire adjuncts to staff undergraduate classes, which unfortunately would be robbing the undergraduate program.

The Budget Hearing portion of the Dean's Report was presented next. Phil Fisher added that we expect Proposal #1 (accreditation plan funding) to be funded. We don't expect Proposal #2 (computer lab funding) to be funded this year. Current limitations are noticeable but not serious at this point; however, anticipated increases in student enrollment will accelerate the problem. We expect partial funding next year and the balance in the next biennium. Dr. Hoops suggested that Proposal #3 (business research center seed funding) be funded by both state and community contributions. The Finance and the Academic Affairs Committee today will discuss other models and the possibility of conducting a feasibility study for the creation of a Business Research Bureau. Proposal #4 (software and equipment for CIS major funding) is expected to be partly funded this year. Proposal #5 (multi-media project funding) is going to be approached on a university-wide basis to avoid duplication between schools.

After the final portion of the Dean's Report (Human Resource Managers' Breakfast Focus Groups) Phil Fisher stated that two of these seven meetings had already been conducted and gone very well. The feedback has been very positive and enthusiastic. The remaining meetings will happen over the next 2-3 months.

MBA Program Report - Dan Wade

After the MBA Report, which was in the folder distributed at the meeting or is attached, Dr. Wade stated that he would be pleased to speak with any of the Board of Visitors' employees about USI's MBA Program.

Survey Follow-ups

Follow-up on the surveys discussed at the November Board of Visitors meeting was provided by Joy Peluchette, Chair of the School of Business Curriculum Committee. Two areas were addressed by the surveys - student learning and program assessment. To measure student learning, a field test to assess general knowledge of business administration will be given to students in our policy classes within the next week. Three different surveys address program assessment. The senior survey will be administered next week. The employer survey will be mailed in May to key employers of our undergraduates. The information learned from these surveys may result in program changes or the addition of new programs. The Board of Visitors survey will be mailed this summer. The alumni survey has been repeated and results are being collated by Larry Arp now. Placement statistics are being compiled by Career Services. Continuing review of syllabi is being conducted by the Curriculum Committee.

Chair's Report - Roxy Baas

Roxy Baas' report is attached.

Committee Reports

1. Finance Committee - John Bolger

John Bolger, Chair of the Finance Committee, summarized School of Business contributions: 1993 -94: \$49,000; 1994-95: \$61,000. The expenditure breakdown for 1994-1995 to date is as follows:

\$15,000	ABI/INFORM
\$20,000	Travel
\$11,500	Compustat
\$ 1,500	Databases
\$ 500	Research Grants
\$ 5,400	Miscellaneous and PR

This year's effort was a good one and we have a large job ahead of us.

2. Membership Committee - Carolyn Georgette

Carolyn Georgette, Chair of the Membership Committee, presented the report (attached). The committee's three recommendations were voted on and approved unanimously.

3. Community Interaction - Tom Magan

Tom Magan, Chair of the Community Interaction Committee, summarized the two areas on which they are working. The first, incorporating ethical content in Business courses, will be defined today. The second, the faculty associate program, which pairs faculty and board members, will be assessed today.

4. Academic Affairs - David Gunn

David Gunn, Chair of the Academic Affairs Committee, presented the report. The committee has spent the majority of its time looking at the curriculum of the MS in Accountancy, distributed at the meeting or attached. He raised the questions of how we continue to go forward, how much can the School of Business do for students,

how do we maintain the program, how do we relate what business says it wants, and what students can do after they complete the program.

Election of Chair-Elect for 1995-96

The Executive Committee presented David Gunn as their nominee for Chair-elect. The vote was unanimously approved.

New Chair's Report - John Lippert

John Lippert reflected on the many changes over the last six years. USI has a new president. The School of Business has a new dean. One third of the faculty is new. Six years ago only six people were publishing, but now nearly 80% are publishing. Students are treated as important; their opinions and comments are seriously considered. They are better prepared to enter the workplace. No one in this room works just 40 hours per week (referring to an earlier remark about a whining student who felt overloaded by course demands). School of Business graduates are prepared to be finer employees because of higher expectations placed on them as students. He feels that the next year will be a good one and looks forward to working with all of the Board and School of Business.

Break 9:30 - 9:50

Committee Meetings 10:00 - 11:30

Committee Progress Reports

1. Finance Committee - John Bolger

John Bolger presented the committee's recommended budget for 1995-96: \$65,700. The following is the revenue breakdown:

12,000	individual contributions
2,000	Board of Visitors
<u>51,700</u>	Business Fund Drive
\$65,700	

The above budget was voted on and approved unanimously.

Of the total budget, \$59,650 is allocated for faculty development. Because \$1,200 is allocated for BOV meeting expenses, and \$1,000 for miscellaneous meeting expenses, John asked that everyone consider the possibility of either hosting or cost-sharing of future meetings. The University Center will undergo renovations starting Fall 1995, which may make our 1995-96 meetings impossible to hold on campus. If interested, please contact Phil Fisher or John Bolger.

We need to find new sources of contributions to increase pledges since the newly approved budget is an increase of \$6,700. In particular, the Henderson, KY and DuBois areas were mentioned. Anyone with business connections in these areas is encouraged to make the initial contact. Phil Fisher would be glad to do the actual presentation, but it is a big help to have the introduction and attendance of someone from the Board of Visitors.

2. Community Interaction - Tom Magan

Tom Magan presented the committee's four points of concern.

1) Companies are needed for student visitation. If you are interested, let Nancy Bizal know. 2) More internship opportunities are needed. If any are available, please let us know. 3) The Faculty Associates Program will be continued. Four more professors will be added to the program, which has received good comments from its participants thus far. 4) Ethics across the curriculum has been examined to increase student awareness and reasoning. Five courses have been identified which would be suitable for integrating ethics issues. The next step is gathering of real examples and case studies to build a resources file for Bill Sodeman, the School of Business faculty member heading up this task. In June a letter will be sent asking for examples or cases from Board of Visitor members so that the file can be ready for faculty for the fall semester. Individuals or panels of Board of Visitors members will probably be invited into the classroom for discussion purposes.

3. Academic Affairs - Suzie Schrecker

The Academic Affairs Committee, which discussed establishing a Business Research Bureau, gave the proposal unanimous and enthusiastic endorsement. The bureau would provide a real opportunity to assist in faculty and student development, as well as serving as a valuable community resource. The bureau will be careful not to compete with for-profit organizations already in the community. The School of Business will develop a workplan and bring it back to the Board of Visitors for review. Included in the workplan will be an inventory of faculty expertise, a survey of area business needs, and a survey of other universities who have research bureaus to see what they are doing.

Next Steps - Phil Fisher

Phil Fisher summarized the planned major happenings for 1995-96.

1) A feasibility study for the Business Research Bureau will be developed.

2) The next steps for accreditation include conducting an updated self-study in the fall, headed by Dan Wade; a mock visit of three deans which will be scheduled in the spring of 1996; the self-study, to be submitted by June 1; and the actual accreditation visit, which happen during fall 1996. The accreditation decision will be made sometime between November 1996 and April 1997. We must remember that accreditation is just one step in the process of continual improvement for the School of Business. Progress in the quest for accreditation could not happen if it were just being driven by administration. The faculty have been willing to spend extra hours in research and work. We have provided reduced teaching loads and increased resources, but faculty have done extra things and new things or things that they have not done in a long time. The Board of Visitors have made a difference because we know that the business community supports us. You give us your advice, your emotional support, and your monetary support. We wouldn't be where we are without you. We are very grateful.

Plaque Presentation

Dr. Fisher presented Roxy Baas a plaque in appreciation of her work as Chair of the Board of Visitors 1994-95.

The next scheduled Board of Visitors meeting will be Tuesday, November 14.

The meeting adjourned at 11:55 am.

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