

THE UNIVERSITY OF NORTH CAROLINA AT GREENSBORO

Bryan School of Business and Economics

Department of Management

Faculty Meeting

Wednesday, January 22, 2014 11:30-1:00pm

Faculty/Staff members present:

Moses Acquah	Kevin Lowe	Vas Taras
Holly Buttner	Paul Muchinsky	Hugo Wang
Joe Erba	Riikka Sarala	Lisa McLaughlin
Eloise Hassell	Bill Tullar	Glenda Lloyd
Nir Kshetri	Eric Ford	

Faculty/Staff absent with notice:

	Terry Mullins	
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Faculty Excused :

Mark Hagenbuch	Mark Moser	C. Robin Britt, Jr.
Richard Browne	Mike Beitler	Mark Snyder
		Ronnie Grabon

Announcements:

1. Kevin met with John Cocking concerning compliance to add closed caption to class videos. There is software that can create video to text, but much of it acts imperfectly, especially with respect to technical jargon. Subsequent discussion identified that this is really a school level issue and so adequate resources should be allocated at the school level to develop a solution. Kevin's impression was that no resources are available at the school level to support a school-wide solution.

Vas Taras mentioned he has had international students contact him with time to volunteer. This closed caption project might be a good project for them. Under this approach Aprille Black and John Cocking could supervise the students from a technical standpoint with the faculty member providing the content. Eloise Hassell is interested in this project.

2. Eloise Hassell wants to offer Honors courses to on-line students.
Faculty must supervise honors students. Disciplinary Honors project deadline is January 31st. Senior Honors Project signoff is Monday, January 27th. Kevin Lowe noted that we have had challenges in getting faculty members to supervise as many honors projects as there is student demand for. He noted that at the school level we have figured out how many dissertation supervisions equate to a three hour course load and if the school wants to support Honors students perhaps a similar supervision metric could be determined.
3. Terry Mullins is in good spirits. In the short run, he will not be attending departmental meetings to avoid larger crowds.

4. Budget: Kevin had an email from Dean Banks updating our knowledge of the Budget cuts. Still nothing concrete in terms of cuts at the unit level from the Chancellor. The Chancellor is making the cuts herself and is reportedly making differential cuts based on unit performance and campus priorities. But we do not know if the cuts will be across the board or differential cuts until we see them. Governor McCrory was recently quoted in the press as looking to cut State Agency budgets by 2% in order to provide a pay increase at the K-12 level. It is not known whether this will apply to the UNC System but in the past the UNC system has not been classified as a State Agency.
5. The budget cut is for next fiscal year. Economics and Management both have faculty leaving this year so through attrition those department should be able to absorb the current cut. The faculty asked: Will the Department be losing the faculty line when Kevin Lowe leaves or is it just the salary dollars in the form of temporary cuts? How can the Department recoup those funds in excess of the school level cut to the extent attrition amounts exceed the cut given to the School?
6. When will the Department Head decision be made? No additional information was available at the time of the meeting.
7. Send book requests to Eloise Hassell for the Jackson Library.

Annual Performance Review Process

Documents are due January 31st in the Department of Management.

At the School Level: A two-page report on Teaching, Research and Service and the Faculty Activities Report for 2013 from Sedona (Part I and II is now combined). Backup materials for any information provided in the two page report should be available in Sedona. Materials as identified in Pam Cash's "Instructions for Documenting Calendar Year 2013 Faculty Activities in Sedona" memo dated December 19, 2013 should also be available in Sedona.

At the Department Level: Syllabi, exams, sample of student work. The faculty may submit either paper or electronic supporting documents this year. The December 19, 2013 memo from Pam Cash provides a structural outline for these materials. Those who submit electronically this year will be giving us a sample for next year of how the information should be organized. We are going with both modes of submission because the annual review process was finalized so late in 2013. Many faculty members have already compiled the information in hard copy form for this review period.

Lisa McLaughlin will be the hub for compiling comments for the various iterations of the **2013 Faculty Annual Summary Form**. The Faculty Member Response will require some type of response to Lisa at each level of review even if that response is to say no comment.

On page 5 of the Annual Summary Form, weights for 2014 annual review have been added. The assumed starting point will be as follows:

T/TT	40% Teaching, 40% Research, 20% Service
NTT	100% Teaching

Actual percentages are then a process of discussion between the department head and the faculty member with the department head ultimately making the determination of faculty member load. The department head will need to consider the needs of the department as a portfolio when making individual load assignments.

The evaluation period for course assignments will be Spring 2014 and Fall 2014. The department will continue to provide faculty members their academic year course assignments (e.g. spring 2014 - fall 2015) as part of the annual review.

The Department Head should complete his evaluation before the February 14th peer review meeting. The Department Head evaluation will be an independent evaluation. If there is not a consensus on the overall rating it was proposed that the Department Head and the Peer Review Committee should meet to discuss the rating before the School level deadline. Kevin agreed that he would meet with the Peer Review Committee but could not commit future department heads to that process as policy. Kevin also mentioned that while he was hopeful that any rating discrepancies could be resolved via this process the Peer Review Committee remains advisory to the rating of the department head. The report goes to the Dean's office on April 30th.

Moses Acquaah would like the Department to strengthen the rating guidelines in the Annual Review Process of the Intellectual Contributions Document.

We are in the Annual Review year period for AACSB Accreditation.

The faculty asked Kevin to get clarity from the Dean's office on how journal articles will be judged for purposes of teaching classes. The faculty's understanding is they can teach in the areas where they maintain currency by publishing journal articles (academic qualifications) or are professionally qualified. The faculty asked for clarification as to how "directionality" and "trends" in the trajectory of ones publication influences the determination of AQ or PQ status.

Planning & Faculty Development Committee

The DOM Strategic Plan will be discussed at the February meeting.

New Business

1. Holly Buttner would like the idea of replacing office phones with cell phones revisited as a cost savings measure.

Bill Tullar made a motion to adjourn. Seconded by Moses Acquaah. Meeting adjourned.

Minutes prepared by Lisa McLaughlin and edited by Kevin Lowe.

Faculty Assembly: Tuesday, February 11th at 8:00 am in Bryan 128.

Next DOM Faculty Meeting: Wednesday, February 19, 2014 at 11:30 am in Bryan 360.