

**MINUTES OF SEPTEMBER EFC MEETING**  
**SEPTEMBER 9, 2008**

Members attending: Sam Burer (secretary), Jon Garfinkel (chair), Lopo Rego (vice-chair), Sonja Rego  
Also attending: Chuck Whiteman (*ex-officio*)

Called to order at 2:00PM

Old Business:

1. Approved May 2008 minutes

New Business:

1. Redesign of the Tippie College of Business Website
  - a. Jon described progress on the new Tippie website
    - i. Nov 3 rollout
    - ii. New or enhanced external/internet features
      1. Search mechanisms
      2. Faculty bios with tie-in to Digital Measures information system
      3. Highlights of research
      4. Lots of branding
    - iii. New or enhanced internal/intranet features
      1. College internal documents
      2. File sharing
    - iv. Faculty can observe sometime in Oct (through Jim Chafee of STSG) ... feedback solicited
  - b. Sonja, Chuck, and others discussed present inability to change any information on faculty profile web pages. This is a concern. Idea is that new website should address this via tie-in to Digital Measures, but status is unclear. Should follow up on this.
  - c. Committee resolved not to ask Jim Chaffee for an official run-through (which Jim had offered), but committee will look for new developments in Oct and Nov.
2. Office allocation: within vs. outside the Faculty Office Assignment Procedure
  - a. Jon explained the core issue that space available to the College is becoming quite limited. Even before the faculty office allocation procedure is run each summer, the Dean's Office makes allocation decisions that affect faculty (e.g., how many rooms for staff and how many for faculty). Jon asked if faculty should be more concerned about or involved in the higher level allocation decisions.
  - b. Chuck confirmed that space is a problem in both the Pappjohn and Pomerantz buildings, e.g., there is only one left-over room this year. In general, decisions have to be made based both on an employee's position (e.g., faculty versus staff versus TA) and employee's job (e.g., if it requires a lot of time with students). The long term solution is constructing or acquiring more space, as the college has plans to grow.
  - c. Jon and Sonja asked about the new academies in the MBA program, which will require space for the business directors.

- d. Sonja asked if there was any space that could be physically restructured to accommodate more people. Chuck thought possibly.
  - e. Lopo suggested that more PhD students and TAs/MBAs could be combined in the interior offices to make more space. The committee agreed this was a reasonable idea.
  - f. Overall, the committee felt like a better understanding of the office space “priority list” (or “pecking order”) is needed.
  - g. The committee asked that the Dean’s office keep the faculty advised of the space situation.
  - h. The committee agreed (at Chuck’s suggestion) to solicit input from individual faculty, to be considered at the next meeting.
3. Is there an official policy/process for naming/hiring an Associate Dean?
- a. Jon explained that the associate deans in the college (currently three) do not appear to be selected by an official process or with much faculty input. Is this a concern for faculty?
  - b. Chuck confirmed that, as administrative appointments, these choices are made by the Dean following the general university policies for administrative appointments. Some associate deans have been selected quite openly, e.g., the recent selection of the Associate Dean for Undergraduate Programs; others have not. His feeling is that faculty would certainly like to know if an associate dean’s position is coming open so that they can “put their hat in the ring.”
  - c. Sonja commented that faculty involvement in these decisions by the Dean could have negative effects, e.g., when a new dean is hired externally and he/she wishes to implement his/her plans for the college. Chuck agreed that the Dean will want to fill these positions personally since the Dean works so closely with the associate deans.
  - d. The committee made no particular recommendation but did agree that it would be nice if the Dean’s office makes faculty aware of open positions.

Adjourned at 2:50 PM.