

**MINUTES OF OCTOBER EFC MEETING
OCTOBER 7, 2008**

Members attending: Sam Burer (secretary), Jon Garfinkel (chair), Nancy Hauserman, Forrest Nelson, Lopo Rego (vice-chair), Sonja Rego

Also attending: Beth Ingram (UPO), Chuck Whiteman (*ex-officio*)

Called to order at 2:00PM

Old Business:

1. Approved September 2008 minutes
2. Office allocation – reaction from faculty
 - a. As requested by Chuck at last month’s meeting, each department representative communicated his/her department’s reaction to the office allocation issues. A summary of reactions:
 - i. In general, there should be a clear priority queue (or “pecking order”) for office allocation that supports our main missions of teaching and research.
 1. This priority queue should, as best as possible, take into account the many distinct groups in the college, e.g., full-time tenure track faculty, part-time tenure track faculty, emeritus faculty, faculty with only off-campus duties, lecturers, adjuncts, staff with student responsibilities, staff without student responsibilities, PhD students, TAs, MBAs, JPEC faculty and staff, CIMBA staff, etc.
 2. At a high level, the most critical distinction is faculty versus staff.
 3. Staff members who interact with students should have higher priority than those that do not.
 - ii. There should be an effort to use space efficiently, e.g., more people sharing offices and re-configuring open spaces.
 - iii. We need an audit of current space utilization.
 - iv. Ultimately, these decisions should be made by the Dean’s Office with input from stakeholders.
 - b. Chuck took notes and will do a “first-cut” audit for next month’s meeting.

New Business:

1. Possible changes to general education requirements (Beth Ingram)
 - a. Beth explained that the College of Liberal Arts and Sciences (CLAS) is considering updates to its general education requirements. These changes amount to a recategorization or relabeling of 9 credit hours and will likely be approved.
 - b. This is a good opportunity for the College of Business (COB) to synchronize with CLAS, which is relatively easy to do. Changes would be implemented for the 2010 entering class.

- c. One issue, however, is that CLAS allows physical education (PE) credits to serve as part of the 3 needed in the category *Values, Society and Diversities*. Beth asked if we should allow this as well?
 - d. Overall, while it was anticipated that most of our students (particularly the best ones) would not use PE credits in this way, the committee felt that PE credits should not be allowed.
 - e. Another opportunity for synchronization with CLAS involves the foreign language requirement. Currently, COB requires 2 semesters in the same language, while CLAS requires 4 in the same language. The vast majority (95%) of our students satisfy the 2-semester requirement before entering the university.
 - f. Beth has suggested that the COB adopt a “2+2” requirement, which also requires 4 semesters of language, but students will have the option of 2 semesters in 2 separate languages each. Already 55% of our students satisfy this 2+2 requirement. Besides synchronizing with CLAS, more semesters of language are seen as a benefit to the undergraduate business education.
 - g. Beth has shared this idea with the Undergraduate Program Committee, the Tippie Senate, and CLAS. CLAS in particular is excited at the prospect of more enrollments in its language classes.
 - h. Beth anticipates that many students will want to take more Spanish, having already had 2 years of Spanish in high school. However, CLAS is already at capacity in Spanish classes and has not shown interest or is not able to expand Spanish capacity. This may force our students to take other languages, which has advantages and disadvantages.
 - i. Several members of the committee expressed the idea that 4 semesters of one language is better than 2 of 2.
 - j. Overall, the committee was in favor of the change in language requirements but wishes to encourage students to take 4 years of the same language whenever possible.
 - k. **In conclusion, the EFC voted unanimously to endorse the UPO’s suggested changes for undergraduate general education requirements, with the following suggestions:**
 - i. **physical education credits should *not* be allowed for the *Values, Society, and Diversities* requirement; and**
 - ii. **students should be encouraged to take 4 semesters of a single language to satisfy the “2+2” language requirement.**
2. Concerns brought to the EFC from Accounting DEO (Doug DeJong)
- a. Office allocation concerns (see above) and broader resource allocation issues. Of particular concern are recent staff increases that draw on college resources.
 - b. Concern regarding responsibilities of UPO advising staff
 - i. In particular, Bruce Johnson had requested some data on accounting undergraduates from the UPO, but UPO said they were not responsible for that data.
 - ii. Nancy and Chuck confirmed that it is unfortunately very time consuming for anyone to collect student data due to inefficiencies of the current student information system.

- iii. A larger issue is that Bruce had requested data about students taking courses out of sequence. Ideally, students would not be able to register for courses out of sequence, but this is again a limitation of the student information system and various registration procedures built around it. In the future, the new student information system MAUI should address these issues and also make it easier to collect data.
- c. Concern regarding responsibilities of building / facilities staff
 - i. Can facilities staff help with departmental functions, or just college-wide functions?
 - ii. Chuck said he would speak with Doug in more detail.
 - iii. More generally, Forrest raised the issue of when college-level staff or resources may be used for departmental concerns, e.g., STSG doing some departmental database coding.
 - iv. Chuck asked that we make him aware when such issues come up.
- d. Concern regarding allocation of classrooms in PBB
 - i. Doug has become aware that some business discussion sessions may be moved out of PBB. However, as business students pay differential tuition, they should have priority.
 - ii. Chuck confirmed that classroom space is limited all over campus (particularly after the floods) and such options are being considered.
 - iii. Nancy mentioned that the college does not have much control over classroom planning in PBB.
 - iv. Jon agreed that the “differential tuition” argument should play a part in this discussion.
 - v. Chuck also mentioned that the college’s schedule of Mon-Wed 75-minute classes causes its own inefficiencies. More Fri classes could also help. A new standing committee on course scheduling, however, decided to make no changes to this setup.
- 3. Lecture “capture” by STEAD
 - a. Tabled until next month’s meeting

Adjourned at 3:30 PM.