

Elected Faculty Council

Minutes—Meeting of December 5, 2004

Members Present: Gary Russell (Chair), Amy Kristof-Brown, Bruce Johnson, Nick Street, John Solow, and John Spitzer

Members Absent: none

Also Attending the Meeting: Dean Gary Fethke, Associate Dean Bob Forsythe and representatives from the School of Management (Associate Dean Gary Gaeth, Assistant Dean Colleen Downie, Jeff Emrich, Margie Peskin).

The central purpose of this meeting was to update the EFC on several proposed changes to the full time MBA program. Representatives from the School of Management described the changes now under consideration, why those changes are needed, and the involvement of various college committees in ongoing deliberations about the proposed changes. The EFC then provided guidance to the School of Management about how the proposal should be vetted within the College and then brought to a faculty vote.

The EFC approved a requirement stating that that each course offered through the College must have a “minimum website presence” within the course management system (CMS) used by the College. A copy of this statement is attached.

The EFC also approved draft language for an honor code statement that would appear on each examination used in the College. The draft is now being circulated for comment by departmental executive officers.

EFC Decision

Minimum Course Website

All courses offered in the College of Business must have a minimum course website on the Blackboard system or any successor course management system authorized by the Dean. This website will include the following: (a) course syllabus, (b) instructor contact information, and (c) required University statements regarding student rights and privileges.

The Director of the Stead Technology Group will ensure that a website is created for each course. Instructors will provide the Director with information on (a) and (b) above. The Director, in consultation with the Associate Dean of Undergraduate Programs and the Associate Dean of Graduate Programs, will develop “boiler plate” language for item (c) above.

The intent of the minimum website requirement is that all courses will have a presence on the College course management system. The instructor may develop additional materials for the website. However, any additional material is optional.