

## Accounting & Management Department Meeting Minutes – 2/25/2015

*Present: Brenda Domico, Ralph Jagodka, Tom McFarland, Dan McGeough and Regina Martinez*

ITEM	DISCUSSION
1. Quick Update of Business Division items	Business Division Department Chair/Coordinators Minutes (BDCCM) were emailed to department. Everyone reviewed and had no questions at this time. Given this is the first week of the semester, it was agreed that we would discuss the BDCCM in more detail at our next department meeting.
2. Hiring of Business Dean	A notice should go out soon recruiting faculty for the hiring committee. We expressed the importance of having a faculty from our department on the committee. Tom expressed his interest and said he submitted his name.
3. Enrollments	Some classes have been canceled before semester began. Hopefully the classes with low enrollment will not be canceled. Brenda asked that department faculty make announcements in their classes for students to enroll in other Acctg and Mgmt courses that are open. Ralph and Brenda have sent rationale to Ginny and Jennifer trying to keep the low enrollment courses
4. 4-year review of courses	All A&M courses are up to date for 4-year review. It is important to know that any changes in courses must be discussed at advisory board and approved by members must be documented. Mary Ann is responsible for receiving advisory committee minutes.
5. Budget	All budget funds were disseminated; further rationale was required for purchasing the tablets; Brenda has provided that rationale to Ginny.
6. Future Department Meetings	All future department meeting dates were decided; Richard McGowan was included on this decision so he could attend the meetings.

Next Department Meeting: March 11, 1-2:30PM