

Accounting & Management Department Meeting Minutes - 11/25/2014

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

1. Office allocation in new business building

Department discussed the allocation for office space in the new business building.

The rooms were assigned as follows:

A 306: Dan McGeough & Richard McGowan

A 307: Ralph Jagodka – Department Chair

A 308: Brenda Domico

A 309: Tom McFarland

A 310: Regina Martinez

- 2. Evening Class Scheduling protocol:** In light of the newly written Business Division Scheduling protocol, the Accounting and Management Department has unanimously agreed to a rotation policy for each discipline to follow for future scheduling.

The Accounting and Management disciplines agree that:

“If a full-time faculty member agreed to have an evening class, then they would represent their discipline. On the other hand, if no full-time faculty agreed, then the discipline would rotate, alphabetically, the evening course requirement.”

3. Office hours

Brenda reviewed the process for changing office hours

4. New business division full time hires

Congratulations to fashion and HRM on their new full-time faculty position for 2015

5. Senator at large

The department discussed and unanimously agreed to support Marty Jones Ramey’s efforts to become a senator at large.

6. Advisory Board meeting and supply budget

Regina gave an update on the plans for the advisory committee meeting and the new process for ordering supplies.

7. Scheduling and Book orders

The department reviewed the schedules and book orders. All are completed on time.

8. SLO

The department is on schedule. Thanks to Ralph for the automated process which has made it so much more efficient

9. AFM / Business Club

Tom gave an update about the coming thanksgiving fund raiser and reviewed the clubs successful trip to the FAME conference in San Francisco

- 10. December’s meeting** will be a “white elephant” exchange on campus, followed by an off campus lunch. The date has been scheduled for Thursday, December 11.

Happy Grading!!!