



Business Administration Department Meeting March 13, 2014

1. **Call to Order:** The meeting was called to order by Ed Estes at 3:00 p.m.; also in attendance were Amrik Dua and Marty Ramey. Catherine McKee was attending a Building Committee meeting and unable to attend. Rasool Masoomian is on banked leave.
2. **Department Budget 2014/15:** The upcoming Department budget was discussed. There is a need for a new printer in the 18-19 hallway; Ed will discuss this matter with the Dean.
3. **Deactivating BUSS 85:** Since we are not offering BUSS 85 since there is no full-time marketing professor to coordinate it, it was suggested to deactivate the course. The Department was in favor of doing so but will wait to see what Accounting and Management would like to do with the course when it is transferred to them in Fall 2014.
4. **BUSR 52D:** Ed stated that BUSR 52D is no longer being offered due to enrollment concerns. Ed stated that a typo in the Course Catalogue had the A.S. Degree in Real Estate requiring both BUSR 52 and BUSR 52D; that typo has since been corrected and the degree requirements now read BUSR 52 or BUSR 52D.
5. **Summer Schedule Update:** Ed reviewed the Summer 2014 schedule and stated it would be sent out to everyone next week when the first download arrived.
6. **New Law Professor Position Update:** Ed and Marty brief the Department on the progress made on flying the position. It was hoped to be flown the week of March 24th.
7. **Community College Law School Track Approval (2+2+3):** Marty updated the Department on the progress made on the approval of the 2+2+3 proposal.
8. **Paralegal Society Update:** Marty announced that the Society has been reactivated and is proceeding well.
9. **Four Year Course Review Update:** BUSC 1A and BUSC 1AH have been updated and moved to level 3.

10. **Department Chair Evaluations:** Ed reminded everyone that the Department Chair evaluations were being sent out.

11. Assignments

- a. **Academic Senate** – Ed gave an update on the Senate Committee vacancies
- b. **Faculty Association** – Ed announced that Academic Calendar Plan A was the overwhelming choice of the Association.
- c. **Budget Committee** – Marty updated the Department on the funding of the OPEB Trust (Health Insurance) from the Operation Budget.

12. **Adjournment:** There being no further business, the meeting was adjourned. The next meeting will be on Thursday, April 10th at 3:00 p.m. in 18-15.