Minutes  
Coles College Executive Committee  
November 12, 2009

Attendees:  
Present:  Jane Campbell, Rick Franza, Sheb True, Ken Harmon (Chair), Shane Smith (for Keith Tudor), Mike Salvador, Govind Hariharan, Linda Malgeri, Kathryn Epps, Alvin Miles, Tim Blumentritt, Kat Schwaig, Scott Widmier (for Joe Hair), Mary Quat, Susan Carley  
Excused:  Joe Astrachan, Mandy Brooks  
Guests:  Raveena Kamra; Susan Dalton, John Kreeger, Michelle McGinty/Business Services; Dan Paracka, Emily Lupita Plum Guclu/Office of International Services and Programs

The meeting commenced at 2:10 p.m.

Business Services Update  
Susan Dalton updated those present on new procedures and software products being used in Business Services. Following the update, discussion ensued about travel agency regulations, and catering, i.e., what may be covered by state dollars. Susan invited all in attendance to contact her or her co-workers at any time, with any questions they may have.

Study Abroad Approval Process  
Dan Paracka gave a PowerPoint presentation entitled “Overview of Education Abroad at KSU,” which included information on global learning scholarships, strategic planning, and policies and procedures for travel abroad. It was decided that a meeting would be scheduled with Dan, Ken Harmon, Jane Campbell and Kim West, Registrar, to discuss travel abroad and Banner redundancy.

Coles Social Media (Handouts)  
Sheb True (for Mandy Brooks) presented information on Linked In growth since April 2009, and a Linked In comparison report between Coles College and other business schools. He also circulated a handout on “Coles College Social Media Facts”. He asked that no one do their own Facebook but rather, use the Coles College resources. For any news items or events to be considered for the Coles College Social Media Sites (Facebook, Twitter and Linked In), Sheb asked that a “Request for Social Media Promotion” be completed and submitted to colestwitter@kennesaw.edu. On a related note, Sheb asked Chairs to please remind faculty to update and maintain their information on the Coles website.

Burruss Building Access on Saturdays  
Jane said that only keycard doors are open on the weekend, which has caused inconvenience for faculty. Jane said she had gotten quotes on the cost of new locks on the other doors and it was expensive. It was suggested that signs be put out that indicate
which doors have access to the building. Ken asked Jane to pursue other solutions through him.

**International Programs**

Ken talked about his recent trip to India, reviewing schools they had visited and the program requesting partnership with KSU, indicating that it had been productive visit. He said he would be talking with the Chairs about faculty availability, capacity, and financial awards involved with a partnership with India.

**Other**

- Ken shared information from the Academic Deans’ meeting which had been held that morning. He highlighted Tim Blumentritt’s presentation regarding online courses and CETL approval. Other topics discussed were 2010 and 2011 budgets, furlough days and tenure.
- Jane Campbell distributed a handout with spring, 2010 undergraduate enrollment information during early registration by level.
- Jane and Sheb will be meeting with the designer for pucks and will be surveying the building to determine the best display locations.
- Rick Franza said faculty award nominations are due on November 13. Also, as a representative on the Athletic Board, he presented an update on the football program.
- Mary Quat distributed two handouts: Coles College Board Prospect Alumni Information and Coles College Private Funding. She gave an update to those present on the following: UPS partnership, Northwest Mutual partnership, Coca Cola Foundation relationship, bequest donors, scholarship, and Advisory Board scholarship.
- Linda Malgeri said she is preparing for the next AACSB visit in five years. She said goals of Coles programs will be revisited as well as AOL activity in the next five years.
- Mike Salvador discussed the Executive Education initiative saying focus is on corporate programs (WellStar, Chick-fil-A, Physician Executives of Georgia).
- Kathryn Epps gave feedback from the Athletics Department luncheon saying that of the 250 athletes on campus, most of them are business majors. She suggested the Coles College host some events at games. She said that better feedback is being sought from faculty regarding athletic students in the classroom.
- Scott Widmier said the DBA program is growing.

**Next Meeting:** The next meeting is scheduled for Monday, December 14, 2:00 p.m. in BB 291.

The meeting adjourned at 4:08 p.m.

Submitted by Sue Steensrud, Secretary to the Dean.