

Leadership Minutes

March 24, 2017

Dean's Conference Room

2:30-4:30 pm

Attendees: Senior Associate Dean Halbesleben, Dr. Jim Cochran, Dr. Brian Gray, Dr. Dave Heggem, Dr. Rich Houston, Dr. Will Jackson, Dr. David Mothersbaugh, Dr. Ed Schnee, Mrs. Kati Hardemon (serving as recorder)

Senior Associate Dean Halbesleben called the meeting to order at 2:30 pm in the Dean's Conference Room.

1. **Process for AOL Portion of Accreditation Report-** Dr. Williams is currently working on the AACSB draft report with the assessment coordinators. Dr. Halbesleben wanted the department heads to be aware that members of the assessment committee may come to them to ask for information for this process. Information will need to be turned into Dr. Williams no later than April 14th as we hope to have the draft report completed by June. The report will be due in November of 2017.
2. **US News and World Report** – Dr. Gray reviewed the most recent rankings from the US News and World Report. Culverhouse had a 5-year goal in 2011 to be ranked in the top 25 business schools. For 2017 Culverhouse ranked 29th public, 54th overall, and 5th in the SEC. There was a large drop in our recruiter rating as well. Dr. Gray has inquired about this drop with USN&WR and they did respond that they believe the change could be due to low response, but said they would investigate further. Dr. Gray also noted that the peer rankings have improved.
3. **New Faculty Proposals** – Dr. Halbesleben informed the group that we have had 22 accepted positions, 3 offers in hand and are currently interviewing 3 candidates for a Real Estate Position. We have deferred 4 searches until the Fall, including the ISM Department Head Search. There are two Associate Dean positions that are still open, the college will begin to conduct interviews for these soon. Dr. Halbesleben also informed the group the request made by Dean Palan was to express interest in applying for the Director of Diversity Position and not a deadline to submit an application. The reason for this is because we could only list the position as Faculty or Staff and not both, therefore we wanted to find out the interest so as to correctly list the position. There were a large number of faculty who expressed interest, so the position will be listed that way. This position would be a half-time position for a faculty member, and would most likely mean a teaching load reduction. Dr. Halbesleben also mentioned that the Faculty Proposal was sent yesterday to Rose Administration that requested 23 new positions for Fall. This is the number that will be needed to get the college back to the 2013 AACSB visit ratio. We are hoping to receive an answer on these positions soon. Because of the way that new lines are being allocated, all existing lines that are vacated will be reviewed by Dr. Halbesleben and Dean Palan and may be moved to other areas to address needs. The intention is to keep existing lines in their current departments, but there may be instances where there is a greater need elsewhere.
4. **Non-Tenure Renewable Contract “NTRC” Policy Implementation-** This policy has been discussed at the FEB where a few minor concerns were addressed. Once the policy is passed the goal is to have the current 13 clinical faculty members who would be eligible for promotion to go through an expedited process using the current P&T committee members. This way a committee for next year's NTRC promotions will be established and current faculty will not have to wait

until the Fall of 2018 to receive promotions. However, implementation of the policy is subject to the Provost's approval.

5. **Annual Evaluations** – The University is in the process of moving over Culverhouse's information from our Digital Measures to the University's version of Digital Measures. Once the information is moved over, a report will be set up to make evaluation of academic qualifications much easier. We may not be able to implement this report for this year's evaluations; however, Dr. Halbesleben will send out a note to all the faculty to update their Digital Measures account after April 15th. Dr. Halbesleben also mentioned that moving forward we would be using Digital Measures for the P&T process, so the general rule will be that if items are not uploaded to Digital Measures they will not be considered for annual evaluations, P&T, and other processes. Faculty Evaluations are due April 1st if the items are not uploaded by that date, they cannot be submitted. Dr. Halbesleben also mentioned that staff reviews will be due by May 30th, if there is not a review on file, the staff member will not receive a raise.
6. **Workload Reduction Policy** – Dr. Halbesleben presented a draft policy for feedback from the leadership team. The proposed policy focuses on demonstrated outcomes and rewarding those who are doing productive work. The proposed policy grants faculty a 1 course year reduction or \$15,000 for summer research for publishing an article in an aspirational journal, with a maximum course reduction of 1 course per year and no limitation on summer money. There is a stipulation that when a faculty member chooses to take the course reduction, they are not allowed to teach overload courses, with the exception of EMBA courses. If a faculty member published in one of the aspirational journals with a student co-author (before the student graduates) they are eligible to 1 course reduction for 2 years or a 2 course load reduction. Dr. Halbesleben will be looking into if it would be possible to apply this benefit retroactively.
7. **Announcements** –
 - Registration for fall semester will begin on March 27, 2017
 - Katherine Wallman, Chief Statistician of the United States in the Office of Management and Budget (1992-2016) will be visiting the college March 30-31, 2017 and will give a public lecture from 11:00-12:00. Faculty, staff, and students are invited
 - Issues with Office Space- Dr. Halbesleben is developing a plan to accommodate incoming faculty members, and it should be announced in the near future.

Dr. Halbesleben adjourned the meeting at 4:50 pm.