Policy Council Minutes
Haworth College of Business

December 12, 2013

Members Present: Kay Palan (Chair), Don Gribbin, Mushtaq Luqmani, Satish Deshpande, Bob Landeros, Mike Tarn, Judy Swisher, Christina Stamper and Ola Smith

Recorder: Cyntia Reeves

Convened: 9:30 a.m.

**Topic: **

**Discussion:**

*FYE*  
Stamper discussed the needs for FYE instructors for Fall 2014. This past fall there were 14 sessions. This helps increase our retention so we would like to be able to offer same number of sections next fall. Stamper is looking for people to sign up to teach. There is a teaching stipend available. Applications will be accepted late January, early February.

*AOL*  
Assurance on Learning Committee will be inviting program directors to their January meeting. They will be discussing the state of assessment for the majors.

*Communication Center*  
The PC discussed the importance of students using the Communication Center. Faculty members are noticing a lack of presentation skills. The Communication Center will video tape them giving a presentation and will provide feedback.

*Announcements*  
Undergrad applications for next fall are down 6-7%. If this continues we will need to raise our yield by 3% to break even.

Make up exams are scheduled for the Friday of exam week.