Policy Council Minutes
Haworth College of Business

January 22, 2015

Members Present: Kay Palan (Chair), Christina Stamper, Satish Deshpande, Bob Landeros, Don Gribbin, Devrim Yaman, Mike Tarn, Zahir Quraeshi, Mushtaq Luqmani, and LTC Decker Hains

Recorder: Rebecca Laipply

Convened: 10:30 a.m.

Topic: Discussion:

**Paperless**

The deans’ office set an initiative last fall to reduce the use of paper in the college, consistent with the college’s strategic plan to practice sustainability. Palan wants to develop a plan that would identify areas within the college where paper reduction or other sustainable measures could be implemented (e.g., use of disposable cups) and a transition timeline for such measures. Stamper mentioned that advising is ready to go paperless, but wonders about a transition budget. Yaman suggested encouraging faculty to post more on e-Learning rather than printing documents out for the class, but realizes no one can make them do that if they do not want to. Palan directed Stamper to work with advising to determine what kinds of costs would be involved to transition to paperless. Deshpande will collect current data on copy shop use by all departments. All chairs were encouraged to identify ways in which their offices and faculty are or are not reducing paper consumption. Tarn brought up taking students into consideration as well, as far as how it will affect them and their printing needs. Another consideration is understanding that having hard copies of student work is often preferred by faculty for grading purposes.

**Payroll Transition**

The university is shifting to a bi-monthly payroll system beginning July 1, 2015. Full-time faculty and salaried staff will be included in the payroll transition that will take effect in June 2015; hourly employees are not included in the transition—their payroll schedule will remain unchanged. More specific information is provided in the handout that is attached. There is also information posted on the payroll website.

**Course Coordinators**

UPC and ALC would like to make use of the course coordinator system. We need to identify course coordinators for BBA courses from each department. UPC believes it is a very efficient way to communicate BBA content concerns, changes to the program, etc. There are still a number of courses that have not designated anyone to be the course coordinator, so
we would like to set up some sort of structure in the next couple of weeks before UPC/ALC meets again. Connections can start being made, assessment concerns can be discussed, and potential curriculum conversations can occur. Dr. Stamper will send out expectations of the coordinators, and how these individuals will be used. The intent is to use them as a linking mechanism, gathering information from faculty and gathering them together to talk about results of assessment, etc.

**Medallion Competition**

Dr. Stamper thanked everyone who is planning to participate in the Medallion competition and the reception/dinner the night before. 20 students have RSVP’d for the January 23rd/24th which is the largest turnout we’ve ever had. Students are coming with interests in majors within every department.

**Trading Lab Updates**

Dr. Yaman presented a subscriber agreement from the Wall Street Journal, in which you can subscribe to the journal online within the trading lab. This option is now available, and the agreement must be obeyed. However, it is only accessible through the trading lab.

The trading lab open hours are posted on the Finance department website. If you need to reserve the trading lab for any reason, make sure to speak with Doralee. Also, if any faculty wants a Bloomberg training session, let Dr. Yaman know. A general training session will happen soon, and they are very interested in providing this training to us.

**Journal List**

Some departments are in the process of creating a list of quality journals in their area.

**Satish & Wolfgang in India**

Dr. Deshpande talked about a potential 1+1 MBA program with Christ University in India. Christ has been ranked as the #1 BBA program in India. HIGE is working on a special tuition rate for these students. Christ MBA students would finish their first year in India, complete an internship in India during summer, come to WMU for one year, then go back in time for the placement season.

**Chili Cook-Off**

Dr. Yaman suggested that we give everyone who participates in the chili cook-off some sort of medal or prize. A lot of time and effort is put into this, so no one should walk away with nothing. This will be further discussed with Cyntia Reeves.