MINUTES
Oct 29th, 2018

Members Present: Ekin Alakent, Ying Guo, Lan Wu (chair), and Jung You

Members Absent: Steve Peng

Guest: Joanna Lee

Venue: VBT 458

The meeting was called to order at 09:50 a.m.

Dean’s charges to the FAC

Per email from the dean’s office on Oct 2nd 2018, the FAC committee was delegated with two charges during the 2018-2019 academic year.

1. “review the CBE Bylaws document and recommend changes to update and improve it”
2. “discuss a way to staff BUS courses that do not have a departmental home-these will be suggestions to the Administrative Council”

The committee continued its discussion on dean’s second charge. Dr. Joanna Lee, chair of the marketing department and director of the graduate program, shared with the committee her observations regarding the proposal and development process of BUS courses in general, as well as contents and learning objectives of a BUS course that does not have a departmental home. The committee will work on a proposal to the dean during the next meeting.

Chair’s report for last academic year. Lan Wu shared her report which is attached to the minutes.

Next meeting is scheduled @ 9:50-10:50 am, November 28, in VBT 458.
Meeting adjourned at 10:50 a.m.

Minutes respectfully submitted,
Jung You, Secretary
Chair’s Report

The CBE FAC Committee, 2017-2018 Academic year

Dean’ Charges

CBE’s interim dean, Dr. Xinjian Lu, convened FAC’s first meeting on Oct 17th, 2017. Per FAC meeting minutes that day, Dr. Lu “does not have any specific charge for the Committee”, as the college was going through many changes at the time, such as “Quarter to Semester” conversion and college leadership transition, and he was unsure about appropriate actions for FAC to take on.

Committee Work

- The committee conducted some investigations on the rampant theft activities occurred in the VBT building during the fall 2017 quarter. The committee talked to several faculty members affected and the university police department. (The theft activities were kept under control when the police department strengthened patrol effort in the VBT building.)
- Acting on behalf of the FAC, Lan Wu served on the CBE faculty and staff award review committee and chose seven recipients for the awards.