Instructional Faculty Consortium Committee Meeting (IFCC)

MINUTES      MAY 1, 2015       SAVANNAH TECHICAL COLLEGE

PROGRAM  Business Management
FACILITATOR  Susan Pinkston
SECRETARY  Nick Chapman
ATTENDEES

Andrews, Sharon - Albany
Beam, Grace - Georgia Northwestern
Brown, Olivia - West Georgia
Boyd, Ken - VPAA Savannah Tech
Caldwell, Adrianne - Georgia Piedmont
Chapman, Nick - Georgia Piedmont
Dunson Wilson, Trudy - Gwinnett
Edwards, Jennifer - Southern Crescent
Farley, Angela - West Georgia
Fisher, Belinda - Oconee Fall Line
Foskey, Alyssa (via web conferencing) - Wiregrass
Howard, Karen - TCSG
McCormack, Patrick - Augusta
McFry, Gerald (via web conferencing) - Georgia Northwestern
Palmer, Telecia - Georgia Piedmont
Petrovs, Red - Athens
Pinkston, Susan - Savannah
Pulliam, Gary - Augusta
Valentine, Itoe - Albany
Waye, Crystal - Columbus

Agenda Topics

WELCOME AND INTRODUCTIONS

DISCUSSION  The meeting was commenced at approximately 10:15 a.m. by Susan Pinkston (Savannah). Susan welcomed everyone to the meeting and explained that Gerald McFry (Ga Northwestern) and Alyssa Foskey (Wiregrass) were joining the meeting via polycom phone.

After the welcome, Susan discussed the housekeeping rules of engagement and went over the instructions for the introductions.

At approximately 10:20 a.m., the introductions commenced. During the introductions, each instructor was asked to introduce themselves by using two adjectives to describe their personal traits. Each instructor also shared information about their background and programs.

CONCLUSIONS  The introductions concluded at approximately 10:55 a.m.

ACTION ITEMS

PERSON RESPONSIBLE  DEADLINE
**APPROVAL OF PREVIOUS MINUTES**

**DISCUSSION**

The previous minutes from the IFCC blackboard online meeting held on November 19, 2014 were distributed for the faculty to review. They accepted and approved the minutes. Alyssa Foskey (Wiregrass) motioned to accept the minutes without changes. Patrick McCormack (Augusta) motioned second to move and accept the minutes without changes.

In the November 19th minutes was a reference to adding pre-reqs to MGMT 2215. However, at a later point in the May 1, 2015 meeting, it was decided to leave MGMT 2215 unchanged (i.e., no pre-reqs). Colleges can add pre-reqs as they deem appropriate for their students.

**CONCLUSIONS**

Minutes accepted.

**ACTION ITEMS**

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**ELECTION OF STATE SECRETARY**

**DISCUSSION**

At approximately 10:58 a.m., Susan Pinkston (Savannah) announced the election for State Secretary. Susan Pinkston (Savannah) discussed that Robert Clements (Georgia Piedmont) was the previous State Secretary and that he retired in 2014. Susan motioned to nominate Nick Chapman (Georgia Piedmont) for the State Secretary position.

**CONCLUSIONS**

The motion to nominate Nick Chapman (Georgia Piedmont) was accepted and approved.

**ACTION ITEMS**

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**MCGRAW HILL BLACKBOARD DEMO**

**DISCUSSION**

At approximately 11:20 a.m., Susan Pinkston (Savannah) introduced the McGraw-Hill (MH) representatives: Jeremy Jackson, Gabe Fedota, Mike Eperson and Patrick Soleymani (MH Rep and Assistant Professor). The representatives took turns tag-teaming a very informative facilitation of the new Blackboard integration process and how simple the process will be once we convert over to Blackboard.

Outlined below are the topics that were discussed:

**Jeremy Jackson**
1. Discussed that their Connect, Learn Smart and Smartbook process would improve student learning.
2. The process would also allow faculty to have more time to mentor students.
3. Discussed how Connect, Smartbook Book and Learn Smart can be used in our classes.

**Patrick Soleymani**
1. Patrick currently uses Connect and Smartbook in his MGMT 1100 and 1105 classes.
2. Discussed Learn Smart due dates and how the process works.
3. Discussed smartbook (uses, questions, reports and misc items).
4. Mentioned how assigning Smartbook prior to class lectures will help determine what you lecture.
5. Discussed using Connect interactives (quizzes, tests, etc.).

**Mike Eperson**
1. Discussed personalized adaptive learning experiences.
2. Their products allow faculty to assist at-risk students and to help them be successful in the classes.
3. Discussed the “Expectancy Theory” - MH is now developing resources to help assist us.

**Gabe Fedota**
1. Discussed the difference between Cengage’s “CourseMate” and MH’s “Smartbook” resources.
2. Mentioned that Ga. Piedmont is currently using their products in other Business courses.
3. Discussed the purchase options students have for Smartbook and Connect.

**CONCLUSIONS**

Faculty gained insight on how McGraw-Hill products integrate with Blackboard.
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<tr>
<td><strong>SOCIETY FOR HUMAN RESOURCE MANAGEMENT</strong></td>
<td>HUDZINSKI</td>
<td>17 MINUTES</td>
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<td>DISCUSSION</td>
<td>At approximately 12:32 p.m., Susan Pinkston (Savannah) introduced the guest speaker, Rushe Hudzinski. Rushe explained the role of the Society for Human Resource Management (SHRM). SHRM holds regular meetings that include professional development and CEU credit. Membership in their local chapters provides networking opportunities for faculty and students. There are 18 chapters in Georgia. More information available at shrm.org. SHRM serves a big market and allows great opportunities for colleges and students: 1. Annual fee is $125 2. Internship programs and placement of students. 3. Savannah, Augusta and Columbus all have individual chapters of SHRM. 4. Atlanta has their own corporate entity of SHRM. 5. Colleges can create their own competition through student SHRM chapters. 6. Colleges can also compete through student chapters. 7. Student chapters can require free annual fees, as long as it is stated in the chapter by-laws.</td>
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<td>CONCLUSIONS</td>
<td>Instructors were encouraged to learn more about the benefits of SHRM and consider joining their local chapter and/or the national organization.</td>
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<td>ACTION ITEMS</td>
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<td><strong>TCSG UPDATES</strong></td>
<td>HOWARD</td>
<td>8 MINUTES</td>
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<td>DISCUSSION</td>
<td>At approximately 12:58 p.m., Susan Pinkston (Savannah) introduced Karen Howard, TCSG Curriculum Program Specialist. Karen discussed the following updates: Statewide Initiatives: There are several statewide initiatives being implemented that include Apprentice Program, Move On When Ready, Virtual Job Shadow, and Prior Learning Assessments. Faculty will hear more about the initiatives through their college administrations. Business Management Listserv: The Business Management Listserv will be updated based on the contact information gathered at this meeting. A copy of the State Directory of Business Management instructors will be emailed to everyone next week. AY 2014 Awards and Graduates: A printout of awards and graduates for AY 2014 was distributed. Other Miscellaneous Updates: 1. Ethics and values 2. Prior learning and assessments for military and other agencies. 3. List serve - update faculty 4. Imbedded TCC’s should be given to the students if they earned them while completing their programs.</td>
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<td>CONCLUSIONS</td>
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COLLEGE UPDATES / OPEN DISCUSSION  
15 MINUTES  
EVERYONE

**DISCUSSION**  
At approximately 1:05 p.m., Susan Pinkston (Savannah) opened the floor for open discussion. Several members shared ideas for the MGMT 2215 course curriculum.

Ideas generated:
1. Allow students to do team projects that surround the operations of various organizations.
2. Allow students to engage in competitive type projects to make the class interactive and fun.
3. Create curricula that will allow students an opportunity to be ready for the workforce.
4. Discussed changes to the prerequisites and requirements for the class.

**CONCLUSIONS**

**ACTION ITEMS**

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WORK ETHICS  
20 MINUTES  
PINKSTON

**DISCUSSION**  
At approximately 1:15 p.m., the Student Work Ethics session was commenced by Susan Pinkston (Savannah).

Student Work Ethics:
It is a college-level decision on how to evaluate student work ethics. The faculty described the various ways that they implement work ethics programs.

The floor was opened for discussion for the current student work ethics evaluation form. Since there were several differences regarding consistency with the form, Susan Pinkston (Savannah) recommended that a "Work Ethics" committee be formed.

After the recommendation, the following instructors volunteered to sit on the 2015-2016 committee.
Susan Pinkston (Savannah), Telicia Palmer (Ga. Piedmont), Michelle Drew (Central Ga.), Nick Chapman (Ga. Piedmont), Crystal Waye (Columbus), Jennifer Edwards (Souther Crescent), and Gary Pulliam (Augusta).

**CONCLUSIONS**

The committee will draft a recommendation to TCSG on how to approach and evaluate student work ethics.

**ACTION ITEMS**

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<tr>
<td>Draft work ethics recommendations</td>
<td>Work Ethics Committee</td>
<td>Fall IFCC Meeting</td>
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At approximately 1:35 p.m., Susan Pinkston (Savannah) allowed the floor to open up for discussion on the following:

**KMS Update:**
Ken Boyd, VPAA at Savannah Tech, discussed that in KMS everyone should look at the unduplicated graduates vs. awards to determine discrepancies that could exist when viewing the reports.

**MGMT 2215 Recap:**
Further discussion points regarding the prerequisites for MGMT 2215 raised concerns for the group as a whole. Thus, a correction to the original motion at 10:55 a.m. was rejected, so that a list serve voting poll could be added to allow all members an opportunity to cast their votes.

**Areas of concerns:**
1. Further discussion for MGMT 2215 prerequisites?
2. Available options for a Diploma graduate who decides to return back to complete an AAS degree?
3. Should the course require both ENGL 1010 and 1101 as the pre-requisite, or can ENGL 1101 satisfy?
4. Individual Schools vs. State requirements?

Gerald McFry (Georgia Northwestern) stated that individual schools can require more restrictive measures; but the individual schools cannot lower the State requirements.

After further dialogue occurred surrounding the requirements, Susan Pinkston motioned to table the comments at the end of the meeting.

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<th>MEETING ADJOURNED</th>
<th>At approximately 1:49 p.m., the meeting was adjourned by Susan Pinkston.</th>
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<td>MINUTES SUBMITTED BY:</td>
<td>Nick Chapman, Georgia Piedmont</td>
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