

**PALM BEACH STATE
COLLEGE**

**BAS/BSN FACULTY CLUSTER MEETING AGENDA
Bachelor's Degree Programs
March 19, 2013
1:00 pm
CBP 102**

I. Dr. Kaplan

ITEM 1. Dr. Hoggins-Blake..... (Dr. Kaplan)

Discussion: "In remembrance" ideas; flowers to funeral, plaque, tree planting.

Action: Dr. Capers to speak with faculty for preference.

ITEM 2. Dr. Sass' Meeting at 3:00 pm (Dr. Kaplan)

Discussion: Faculty encouraged to attend meeting for information on continuing contract for faculty.

Action: 3 years, 5 years, continuing contract.

ITEM 3. One Year Schedule (Dr. Kaplan)

Discussion: Prepare a schedule with the idea in mind of planning towards completion.

Action: Laura working on 2014-1 to 2014-3 schedule.

ITEM 4. Entrepreneurship/Project Management Curriculum (Dr. Kaplan)

Discussion: Professor Chance and Dr. Rueda-de-Leon working on Project Management course development. Entrepreneurship has stalled because of FAV'S opposition to approval.

Action: VP of Academic Affairs and President meeting with FAV to get some concession.
NOTE: During meeting phone call came in confirming approval of both concentrations.

ITEM 5. Academic Affairs Checklist..... (Dr. Kaplan)

Discussion: Handout provided by Dr. Kaplan. Various items listed to compliance and frequency of the items, e.g. syllabus posting, office hours, blackboard courses.

Action:

ITEM 6. Alternative Approaches to Online Learning – McGraw Hill(Dr. Kaplan)

Discussion: BAS faculty and e-learning met with McGraw Hill to review various learning objects.

Action: Waiting on access to courses that have been developed using the objects/modules.

II. Dr. Capers

ITEM 7. International Business Course(Eric Terry)

Discussion: Professor Terry reported on the importance of knowledge of globalization and as a result, International business should be made a core/foundational course rather than an elective.

Action: Will be considered. All thought it a great idea.

ITEM 8. Entrepreneurship(Dr. Capers)

Discussion: Working on developing five (5) courses for fall 2013 (2014-1). Dr. Kaplan suggest submitting a timeline of course development; Dr. Capers is reviewing candidates for development.

Action:

ITEM 9. Inspector General Coursework(Dr. Capers)

Discussion: Visit from Dennis Schindel from I.G. office during open house. Career opportunity for finding candidates for Internal Auditor positions. I.G. office indicated people with knowledge of red book and yellow book can earn between \$50-60K.

Action: Offering a course in internal auditing and I.G. office staff stated interest in developing and teaching the course.

ITEM 10. BAS Hiring Process(Dr. Gossman)

Discussion: Dr. Gossman reports offering three (3) candidates; 1 has accepted, 1 declined and 1 not yet responded.

Action: Authorized to hire two (2) postings.

III. Professor Chance

ITEM 11. Project Management Certification(Richard Chance)

Discussion: Approved on 3/19/13 for offering Project Management and Entrepreneurship concentrations.

Action:

TEM 12. McGraw Hill Partnership (Richard Chance)

Discussion: Has not yet received the library and other texts requested by Professor Chance and Dr. Rueda-de-Leon.

Action: Professor Chance will send email to follow up with e-learning and copy Dr. Kaplan.

IV. Dr. Reardon

ITEM 13. NLNAC Accreditation (Dr. Reardon)

Discussion: Process of candidacy currently ongoing, wrapping up by April 1, 2013. All courses developed.

Action:

ITEM 14. RN-BSN Curriculum Committee (Dr. Reardon)

Discussion: Meets monthly to review the courses and lessons to ensure that they are meeting the needs of the students and learning outcomes.

Action:

ITEM 15. BSN New Class To Be Admitted August 2013..... (Dr. Reardon)

Discussion: Reported that the third class of students will start in August 2013 and three (3) students will be graduating in May 2013.

Action:

ITEM 16. Open Discussion (All)

Discussion: Cluster:
(1) Dr. Gossman reported on textbook change for MAN 3025 with management effective Fall 2013. Approved (4-0)
(2) Cluster approves CAF submitted, Project Management. Approved (4-0)
(3) Spring Advisory Board Meeting, April 5th, 2013.

Action: All four are in approval.

Attendance:

Dr. Anita Kaplan
Dr. Gary Reardon
Laura Gainer

Dr. David Gossman
Dr. Jihan Mahmoud
Dr. Tom Capers

Prof. Richard Chance
Dr. Nancy Peifer-Neil
Dr. Rolando Rueda-de-Leon

Submitted by:

[name], Scribe

c. Minutes Distribution List