



# MABS MESSENGER

November  
2005

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## Birthdays

**Beth Clenney**  
**November 26**

**Happy Birthday!**

## Departmental Announcements



### **Special Meeting**

We will have a meeting on Wednesday, November 14, 2005 at 10:00 in the RCOB Conference room (across the hall from Liz's office) to discuss the proposed Faculty Development Policies.

If you have concerns/suggestions, this is a good opportunity to discuss them among the members of our department.

If you are unable to make this meeting, please feel free to speak with Doug Turner, Jeff Rooks, or Bob Pearce. They are our departmental representatives on the Participants Committee.

### **Spring Syllabi**

Once you have your Spring 2006 syllabi ready, please e-mail an e-copy to Liz. She will post them on the web.

Also, please check them carefully for two items in particular. First, if the class is one of our core courses, please go to <http://www.westga.edu/~mgmtbus/learningobj.htm> and make certain you are using the learning objectives listed here. Second, make certain that you have 10 office hours (outside of class time) listed on the syllabus.

I will ask Liz to check the syllabi as they are e-mailed to her for these two items and to remind you if they are not included.



## *Chair's Corner*

The October DAC meeting was held on Thursday (11/3/05). Below, I have summarized the major issues discussed during this meeting.

### **Comprehensive Program Review – Sandra Stone**

Sandra Stone was a guest in the DAC meeting. She answered questions about the five-year program reviews that are due this year. The reports must address three basic areas: (1) quality of the program; (2) productivity; and (3) viability of the degree program. In our department, a report must be completed for both the Management major and the Information Systems major. Both of these reports are due to Faye by January 15, 2006. I will likely be asking you to provide input for the SWOT analysis that is required in each of the major reports.

### **Faculty Development Policies**

The Participants Committee has helped prepare the revised Faculty Development Policies. Feedback on this document is encouraged. In our department, a meeting has been set for Wednesday, November 16, at 10:00 am to discuss this document. Please check your e-mail for the proposed policy as well as the 1998 Faculty Development Policy handbook.

### **Pre-Major Advisor and Survey**

Please do not send majors to our two pre-major advisors. Our pre-major advisors have not been trained to advise majors and it is not their responsibility.

The advising survey that a sample of our students has completed is being revised. There is some concern that the direction of the scales may be confusing some students.

### **Curriculum Changes**

A couple of curriculum changes are been proposed. First, it is proposed that ABED 3100 be changed to BUSA 3100, renamed Managerial Communication, and that the prerequisites be changed to read ENGL 1101 and any B1 course. Similarly, it is proposed that ABED 6100 to changed to BUSA 6100 and renamed Advanced Managerial Communication.

The second proposal is that an International Business course replaces the Business Research course in the core courses. Then, each department could make Business Research a course requirement if they choose to do so.

### **SBAA Presentation**

Kathryn Martel has asked to use UWG as an example in an upcoming presentation on Assurance of Learning as an institution who has “closed the loop” in at least one of their learning goals. This indicates that we are on the right road in preparation of upcoming re-accreditation.

## **Stone Endowment Grant/Visionary Endowment**

Jon Anderson received the Stone Endowment grant this year. He is doing a really interesting research project on local entrepreneurs. A fundraising effort in the RCOB is underway. Expect announcements soon.

## **Strategic Planning and Processes**

Jon Anderson presented a number of handouts related to assurance of learning and strategic planning. If interested, I will be glad to provide you with this documentation.

One of Jon's efforts as Associate Dean will be to put together a "one stop shopping" website that contains all RCOB information. He will also be trying to help tie all of the information and reports together.

Jon also plans to take the initiative in putting together an Alumni Survey that would be sent from the RCOB. Currently, each department is currently doing their own thing. It would seemingly be better to present an organized effort from the RCOB.

## **Post-Tenure Review Process**

Please review this process and let Faye know of any recommendations that you might have.

## **RPG Initiative**

As a university we are making progress in first-year retention. The next push will be in progression and graduation.

## **Summer School**

There are some preliminary discussions about a 4-day summer school schedule (Monday – Thursday). The suggested summer school from our department is due to John Wells by December 16, 2005 and the Fall 2006 proposed schedule is due January 12, 2006.

## **Financial Audits and Controls**

We cannot use state money to pay for anything that goes into an agency account.

## **Senior Lecturer Positions**

The faculty handbook currently says that a terminal degree is necessary to be a "senior lecturer." An effort is being made to get this changed to read a "graduate degree" is necessary.

*If you have questions regarding any of these items, please let me know. The next DAC meeting is scheduled for December 1, 2005. Also, a special DAC meeting is scheduled for December 2 to discuss the job descriptions and title for the RCOB secretaries.*

Tom G.



**UPDATED VITA DUE DECEMBER 1, 2005**

Remember to provide Liz with an electronic version of your vita and the classification of your research by **December 1, 2005**.

Again, this information is necessary to begin loading data into the new software designed to track publications, service, etc... In terms of classifying your research, you are being asked to classify each journal article, conference presentation, book chapter, etc... (for at least the past 10 years) as either: (1) Learning and Pedagogical (strictly related to teaching); (2) Discipline-Based Scholarship Research (strictly meant for academic community – no practical relevance for practitioners); or, (3) Contributions to Practice (applied research that could be of interest to practitioners). Given our mission, much of our research will hopefully fall within the “Contributions to Practice” category.

Along, with classifying each research contribution in one of the three categories listed above, you must also classify each journal article as a Peer-Reviewed Journal (PRJ) or as an Other Intellectual Contribution (OIC). Remember to qualify as a PRJ, the journal must go through a blind-review process or be approved as a PRJ by the chair/dean.

In addition to faculty and lecturers, we must also have this information for part-time instructors and adjunct faculty. Some examples of vitas that have already been completed are available for you to look at in Liz’s office.

## Description of Business Education

The mission of the Business Education Program is to provide excellent initial and advanced preparation of business teachers. Our programs prepare students for careers in teaching, instructional service and leadership positions in secondary education, and for business positions requiring business/teaching backgrounds (e.g., training).

If we are preparing teachers, why is the program not housed in a college of education? The best way to explain it is by stating that only 11 out of a total of 123 required semester hours are delivered by the College of Education. In fact, only nine (9) courses separate the Bachelor's degree programs in Business Education and Management. This is the reason why 60% of Business Education programs in the U.S. are housed in business colleges.

Our Bachelor's degree has an enrollment of approximately 30 students. Upon graduation, these candidates obtain a teaching license at the T-4 level to teach in grades 6th thru 12th in the Georgia Public School System. Our graduate enrollment is approximately 110 students per semester, which is twice the size of our MBA program. We offer the Certification-only program (no degree is granted just the a T-4 teaching license), the Master's of Education (M.Ed.) and the Educational Specialist (Ed.S.) degree programs in Business Education, allowing candidates to obtain teaching licenses at the T-5 and T-6 levels respectively. Both the M.Ed. and particularly the Ed.S. degree programs may lead to positions of leadership within a school system.

*Contributed by: Dr. Jorge Gaytan*

## PROMOTION

**This is what happens to someone that is promoted here**



### RCOB Fall 2005 Schedule

<b>November 23-25</b>	<b>Thanksgiving Holiday (Offices Closed) Thanksgiving Recess (No Classes)</b>
<b>Christmas Lunch</b>	<b>December 1</b>
<b>Faculty/Staff Meeting</b>	<b>December 9</b>
<b>Graduation</b>	<b>December 17</b>

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## NEW DIRECTOR OF SBDC



**Jennifer Ellis Clendenin, Area Director**

B.S. in Marketing, Clemson University  
M.S. in Sport Administration, University of Tennessee  
Area Director at University of West Georgia SBDC

Jennifer Clendenin comes to the University of West Georgia SBDC with expertise in franchise operations and marketing. For the last four years she served as Vice President of Franchise Operations for Breakfast Club America in Charlotte, NC, where she assisted the company in its franchise start up and managed over ten franchisees and their teams throughout the eastern United States. Jennifer also served as Vice President of Client Services for a creative design agency as well as Director of Client Services and Community Relations for a sports marketing firm in Greenville, SC.

Originally from Spartanburg, SC, Jennifer and her husband Josh were recently married in January of this year. Josh is an assistant football coach for the University of West Georgia. They currently reside in Villa Rica with their dog, Coach.