



UNIVERSITY OF FLORIDA

COLLEGE OF BUSINESS ADMINISTRATION

GENERAL FACULTY MEETING.

September 6, 1991

2:00 - 4:00 p.m.

102 BUS

AGENDA

1. Minutes from April 26, 1991, General Faculty Meeting
2. Introduction of new faculty by academic unit heads
3. Bryan renovation update
4. Dean's Report
5. Other Business

GRADUATE FACULTY MEETING

September 6, 1991

102 BUS

AGENDA

1. Minutes from April 26, 1991, Graduate Faculty Meeting



McCullough

UNIVERSITY OF FLORIDA

College of Business Administration
Graduate School of Business
Fisher School of Accounting
John Kraft, Dean

101 Anderson Hall
Gainesville, Florida 32611-2014
Phone (904) 392-2397
Fax (904) 392-2086

General Faculty Meeting
September 6, 1991

MINUTES

The meeting was called to order by Dean John Kraft at 2:15 p.m.

1. MINUTES

Minutes from the April 26, 1991, meeting were approved as distributed.

At this point in the meeting, Dean Kraft stated that although not on the agenda, the faculty should elect the Faculty Parliamentarian for 1991-92. J.B. Ray was elected by unanimous vote to hold the position of Parliamentarian for the 1991-92 academic year.

2. INTRODUCTION OF NEW FACULTY

The new faculty were introduced by Academic Unit Heads. The new members are as follows: Selwyn Piramuthu (DIS), Steve Shugan (MAR), and Tracy Lewis (ECO).

3. BRYAN RENOVATION UPDATE

Andy McCullough reported that the Bryan Renovation seems to be on schedule. The East/West wing should be available by mid December, where the classrooms, viewing rooms, media center, and MBA Program will be located. The North/South wing should be available by February, where the Dean's office, and faculty offices will be located. In terms of relocation, the Department of Marketing has elected to move to the renovated Bryan Hall area; the Department of Economics and the Bureau will thereafter be the only occupants in Matherly Hall. The Department of Finance, Department of Management, Decision and Information Sciences Department, Fisher School of Accounting, and the Undergraduate Program office will be the occupants in the New Business Building. The relocations of various departments are requiring some shuffling around in each building. At this point, most of the relocation assignments for Bryan Hall and the New Business Building have been decided upon. The Matherly Hall shuffling has not been finalized yet, but will be soon. He stated that with the renovation we will also be getting six more seminar rooms, reserved through the College. The stacks area will be fully utilized for undergraduate studies' area for TV replay TA's; two floors of Ph.D. carrels; the college computer lab; and, the behavioral lab. If plans progress smoothly all of Bryan Hall will be occupied by mid Spring.

4. DEAN'S REPORT

Dean Kraft made a few comments regarding the Budget and clarified some of the items covered in the newspaper. He stated, that our share of the holdback this year is a lot less than expected, primarily, because the University took most of the holdback right off the top by using capital equipment funds. Our share was \$100,000 and we took care of this by giving back the vacant line which was formally a Director's line in the Bureau. He stated that if there are no further problems the College will be able to make it through the year in good shape.

The following items were distributed at the meeting:

1) CBA Undergraduate enrollment summary: Craig Tapley reported that the number of native/UF students admitted are down for 1991. The total number of accepted is 469. He also stated that for the record there are 145 Economics majors in the College of Liberal Arts and Sciences, in addition to the 87 Economics majors within the College of Business; 66 CIS majors in Liberal Arts and 15 undergraduate CIS majors within Engineering.

2) The FSOA enrollment summary: Doug Snowball reported that a long standing FSOA goal has been to have about 560 undergraduates and about 140 M.Acc. students. He stated that after peaking at approximately 860 students in Fall of 1988, total enrollment is now down to 711 students. The Fall 1991 enrollment consists of 520 undergraduate students and 200 M.Acc. students. The breakdown is somewhat deceptive because of the new 3/2 program. A significant number of students who would have been classified as seniors in the bachelors program in prior years are now classified as graduate students.

3) The MBA Program Profile: Steve DeKrey reported that the first year enrollment summary is 139; credit to Pat Cumming, the target was 140. This was accomplished without increasing the number of admissions. The number increased by getting more people that we admitted to show up.

4) Annual Report: Dean Kraft reported that each year we will need to maintain our productivity and continue to have other people recognize our value. As far as the budget goes, at this point there is no plans for summer A or C. Also, the budget is down by about a million one over where we started last year. The nine month budget is up slightly. He also stated that we need to look at things to work on every year. He encouraged the faculty to be creative, and try new activities. He pointed out that our deficit to the foundation of about \$260,000 still exists, and, he expects it to remain for a couple of years until we get the money to pay it back. The Dean confirmed that we will be recruiting this year for two Eminent Scholars. The President and Provost made it clear that they want us to try and attract these people due to the Board of Regents concern, that if we don't start filling these positions the funds would be diverted elsewhere. He stated that a search committee has been appointed for the Huber Hurst Chair and the Fisher Chair. He

TOTAL ENROLL

1697

TOTAL ENROLL

711

TOTAL ENROLL

139
108 = 247

TOTAL ENROLL

PH.D. - 110
MA - 23
MS - 7

140

2795

stated that next year we will be looking for the Joe B. Cordell Eminent Scholar Chair, beginning Fall 1992.

5. OTHER BUSINESS

The Matherly Hall Abestos removal was brought up. Dr. McCollough clarified that the Abestos removal is now scheduled for early November. He is attempting to have it moved to the semester break period in December.

A motion was made to adjourn the meeting at 3:00 p.m.

GRADUATE FACULTY MEETING
September 6, 1991

MINUTES

1. The minutes of the April 26, 1991, Graduate Faculty Meeting were approved as distributed.

MIN9/6.MT/TXTRCM



PROFILE

MBA Program

1993 Class Profile

Enrollment

First Year		139
JD/MBA	8	
MHS/MBA	17	
BSISE/MBA	1	
Second Year		<u>105</u>
Fall 1991 Total		244

Work Experience

1 or more years	83%
Average	3.0 years
Experience Range	0-20 years
Reported Salaries (Full-Time)	
Average	28,000
Range	14,000 - 60,000

Interviews

70% of incoming class

GMAT Test Score Range

Total (Middle 50%) 560 - 630

Undergraduate Record

Institutions represented	86
GPA Range (Middle 50%)	3.1 - 3.5

Majors:

Business	45
Engineering	14
Soc. Science	8
Economics	11
Arts	2
Other	20

Characteristics

Female	29%
Minority	11%
Married	17%
Own PC	41%
Average Age	25
Age Range	21-43

Placement

Location Preference:

Florida	20%
South	37%
Northeast	11%
Midwest	3%
West	5%
Foreign	24%

Residency

Florida	58%
South	5%
Midwest	10%
East	2%
West	3%
Foreign	22%

Countries Represented

Argentina	Japan
Barbados	Lebanon
Canada	Netherlands
China	Pakistan
Costa Rica	Peru
France	Poland
Germany	Singapore
Guatemala	Surinam
India	Taiwan
Iceland	Thailand
Jamaica	Turkey

CBA UNDERGRADUATE SUMMARY DATA

Admissions	Fall 1989	Fall 1990	Fall 1991
NATIVE STUDENTS			
Accepted	356	352	260
Applied	490	441	362
Enrolled	349	345	256
TRANSFER STUDENTS			
Accepted	167	202	209
Applied	446	516	515
Enrolled	128	145	161
CBA COMBINED TOTAL			
Accepted	523	554	469
Applied	936	957	877
Enrolled	477	490	417

Admissions By Major	Fall 1989		Fall 1990		Fall 1991	
CIS	31	(27)	25	(20)	23	(19)
ES	21	(19)	25	(23)	29	(26)
FIN	237	(217)	247	(218)	194	(176)
INS	5	(4)	8	(8)	7	(5)
MGT	84	(75)	101	(92)	102	(90)
MKG	137	(128)	138	(120)	102	(89)
REA	8	(7)	10	(9)	12	(12)

Number in parentheses () indicates number of admits who enrolled.

Enrollment	Fall 1989	Fall 1990	Fall 1991
MALE	1047	1108	1100
FEMALE	558	597	597
TOTAL	1605	1705	1697

Enrollment By Major	Fall 1989	Fall 1990	Fall 1991
CIS	88	73	79
ES	48	74	87
FIN	775	780	725
INS	12	14	15
MGT	214	262	313
MKG	417	438	427
REA	37	44	43
POSTBAC	14	20	8
TOTAL	1605	1705	1697

Student Credit Hours	Fall 1989	Fall 1990	Fall 1991
Undergraduate	36660	36251	35455

FISHER SCHOOL OF ACCOUNTING SUMMARY DATA

ADMISSIONS

	FALL 1989	FALL 1990	FALL 1991
<u>B.S.Ac.</u>			
Native Students			
Accepted	120	115	104
Applied	163	173	144
Enrolled	115	115	102
Transfer Students			
Accepted	123	63	84
Applied	165	173	164
Enrolled	84	52	65
FSOA Combined Total			
Accepted	243	173	188
Applied	328	350	308
Enrolled	199	167	167
<u>M.Acc.</u>			
Accepted	69	114	133
Applied	93	188	171
Enrolled	54	95	92

ENROLLED

B.S.Ac.

Male	379	340	275
Female	359	296	245
Total	738	636	520

M.Acc.

Male	68	109	119
Female	56	83	92
Total	124	192	211

STUDENT CREDIT HOURS

Undergraduate	8,527	7,759	7,171
Graduate	894	1,400	1,061
Total	9,421	9,159	8,232

FUND RAISING PROGRESS REPORT
FISCAL YEAR FIGURES THRU JUNE

COLLEGE	CURRENT MONTH	THIS FY-TO-DATE	LAST FY-TO-DATE	LAST FY TOTAL
UNIV OF FLORIDA FOUNDATION	4695 4,761,353	67512 35,252,078	63598 38,911,452	63598 38,911,452
ARCHITECTURE	99 137,992	1467 899,801	1399 908,331	1399 908,331
ATHLETICS	5 5,400	359 442,970	302 648,895	302 648,895
BUSINESS ADMINISTRATION	582 585,354	5138 3,247,119	4126 3,288,360	4126 3,288,360
DENTISTRY	87 21,055	1261 408,384	1051 535,556	1051 535,556
EDUCATION	182 8,700	2618 354,635	2467 132,183	2467 132,183
ENGINEERING	438 323,992	6047 2,797,547	4437 7,120,256	4437 7,120,256
FINE ARTS	17 50,532	807 176,170	899 544,693	899 544,693
FL MUSEUM OF NATURAL HISTORY	63 35,923	1243 434,763	1147 875,852	1147 875,852
HARN ART MUSEUM	16 101,620	1048 782,384	82 576,205	82 576,205
HEALTH & HUMAN PERFORMANCE	52 13,896	763 256,446	668 120,561	668 120,561
HEALTH CENTER	93 37,526	498 1,323,118	535 1,412,662	535 1,412,662
HEALTH RELATED PROFESSIONS	37 21,815	643 294,720	668 216,355	668 216,355
I.F.A.S.	390 1,135,137	3619 5,595,311	3368 5,383,261	3368 5,383,261
JOURNALISM	1195 80,144	24499 1,549,969	25299 1,746,416	25299 1,746,416
LATIN AMERICAN STUDIES	2 241,000	37 1,216,063	16 280,705	16 280,705
LAW	102 78,664	428 585,757	253 408,952	253 408,952
SCHOOL	148 49,751	2159 445,560	2255 508,992	2255 508,992
LIBERAL ARTS AND SCIENCES	300 168,717	4961 2,213,454	4995 1,643,083	4995 1,643,083
LIBRARIES	9 413	220 568,081	193 553,789	193 553,789
MEDICINE	236 410,171	2339 5,357,240	2244 6,454,882	2244 6,454,882
*MISC GIFTS, GRANTS & CONTRACT	0	0	2 2,250	2 2,250
MISCELLANEOUS	188 1,133,990	2027 3,900,476	1868 3,932,809	1868 3,932,809
NURSING	89 5,481	623 133,544	574 382,939	574 382,939
ODAA UNRESTRICTED	222 58,189	4069 494,867	4628 509,751	4628 509,751
PHARMACY	194 78,310	1347 903,144	1193 700,715	1193 700,715
SHANDS	2 2,000	14 68,622	5 3,300	5 3,300
VETERINARY MEDICINE	95 25,322	1437 1,247,482	1181 530,931	1181 530,931

* FUNDS NOT INCLUDED IN UNIV OF FLORIDA FOUNDATION TOTAL

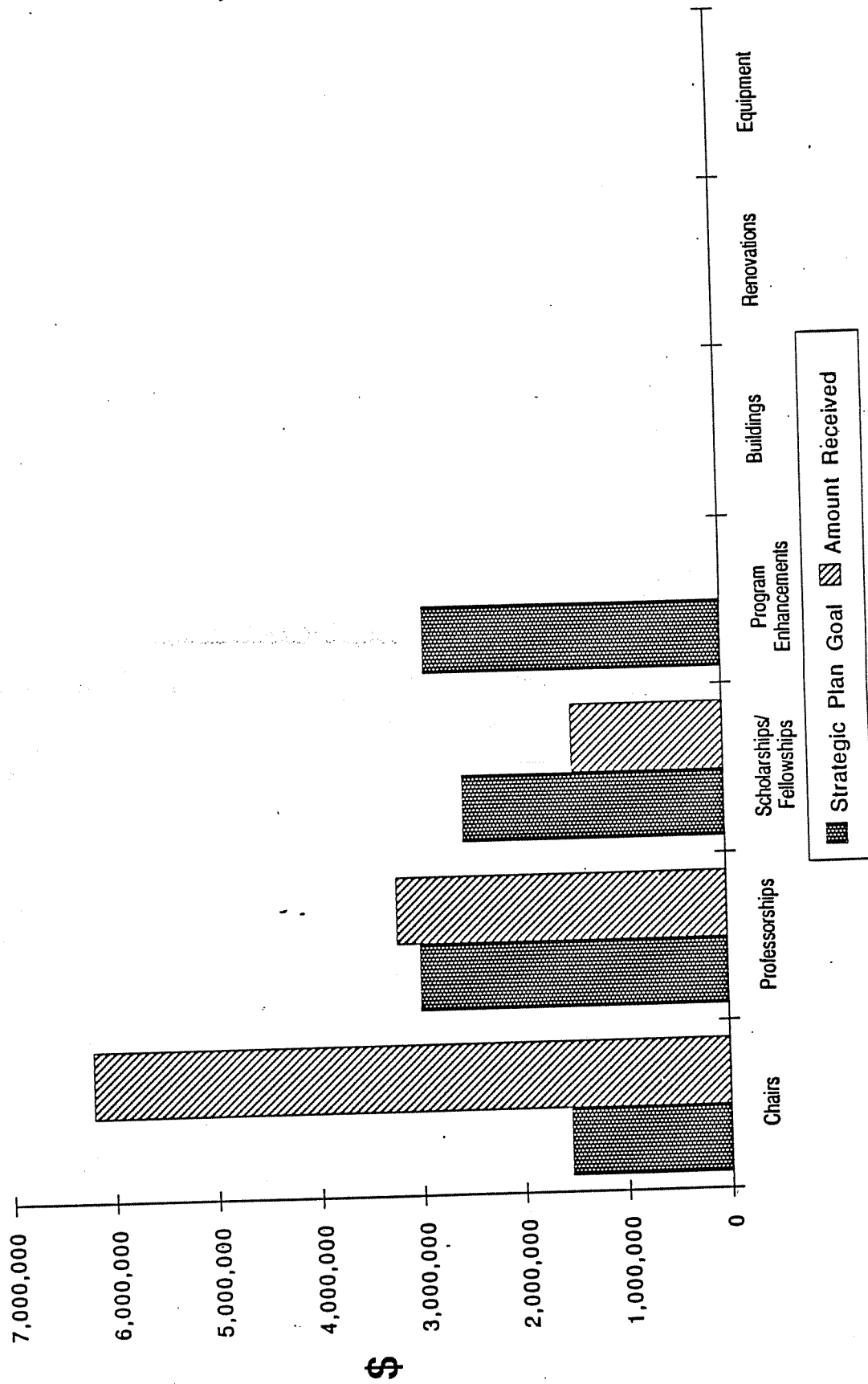
JUL 08, 1991 1990-1991 PERFORMANCE SUMMARY
THROUGH JUNE 30, 1991

T: BUSINESS ADMINISTRATION

B. ANALYSIS OF TOTAL RAISED:

1. NEW MONEY (CASH ONLY):	2,136,150.19	101
(SEcurities):	184,799.13	6
2. NEW PLEDGES:	359,225.00	30
3. PAYMENTS ON PREVIOUS YEAR'S PLEDGES:	542,262.23	134
4. DEFERRED GIFTS:	.00	0
5. GIFTS OF REAL ESTATE (APPRAISED VALUES):	.00	0
6. OTHER GIFTS-IN-KIND:	200,000.00	4
7. ANNUAL GIVING:	383,907.78	4897
.. UNRESTRICTED TO COLLEGE OR UNIT:	429,017.22	4447
.. RESTRICTED FOR SPECIFIC PURPOSE:	3,377,327.11	725

Campaign Progress for Business Administration through 06/30/91



College of Business Administration
1990-91 Budget
Sources and Uses of State Funds

Sources:

Salary (without fringe benefits)		\$9,761,739
Operating Funds:		
Operating Expenses	\$442,290	
Other Personnel Services	<u>619,445</u>	1,061,755
Other Capital Outlays		63,400
Summer Funds (Summer, 1990)		<u>683,493</u>
Total		\$11,570,387

Uses:

* Salary		\$9,335,120
Operating Budget:		
Graduate Student Support	\$838,943	
Academic Units	133,465	
Programs	52,620	
Support Services	237,966	
(including telephone and copying)		
Visitors	202,903	
Miscellaneous	<u>18,050</u>	1,547,347
Other Capital Outlays	\$63,400	63,400
** Summer Funds (Summer, 1990)	<u>\$624,520</u>	<u>624,520</u>
Total		\$11,570,387

* Salary rate from vacant or unused lines converted into operating funds:

Permanent rate (unfilled lines)	\$190,250
Temporary rate (filled but unused lines due to leaves, sabbaticals, etc.)	<u>236,367</u>
Total	\$426,619

** \$58,973 of summer funds accounted for as Graduate Student support.

College of Business Administration

Annual Report 1990-91

August 30, 1991



UNIVERSITY OF FLORIDA

COLLEGE OF BUSINESS ADMINISTRATION
GRADUATE SCHOOL OF BUSINESS
FISHER SCHOOL OF ACCOUNTING
JOHN KRAFT, DEAN

102 BRYAN HALL
GAINESVILLE, FLORIDA 32611-2014
(904) 392-2397
FAX (904) 392-6250

Dear Faculty and Staff:

I believe it is important that you know what is happening in the College and, therefore, keeping you informed is essential. The CBA Journal and other periodic papers and memos are primary sources of current information. In addition, we will produce an annual report which will summarize the past year's activity and preview the coming year.

The first of these reports is attached. It is structured to provide you with a realistic assessment of our current and future situation. Please review it carefully. It will help you understand and appreciate your College.

Sincerely,

John Kraft

A major renovation (\$3.5 million) of one of the College's buildings, Bryan Hall, was begun. When completed in early 1992, Bryan Hall will add excellent office and classroom space to the College's space inventory.

The College continues to move forward and be competitive with the nation's premier programs; we have developed an outstanding reputation for excellent programs, faculty, and students. In these times of diminishing state revenues, we would not be able to accomplish all of this without the outstanding and generous support of our alumni and friends. As part of the University's Campaign for Excellence, the College has received \$27,684,196 to date, exceeding its overall goal of \$22,000,000.

The College of Business Administration and the Fisher School of Accounting were re-accredited during the year at the graduate and undergraduate level by the American Assembly of Collegiate Schools of Business. However, if we are to remain a premier program and be a leader in management education we must be creative in our thinking, innovative in implementation, and focus more on the quality of the learning experience of our students. Curriculum review will be an important item in 1991-92. Both the MBA program and the undergraduate program need a major overhaul. We have had the same basic curriculum for the last decade. The current economic climate should not hamper our spirit to try something new.

2. Accomplishments in 1990-91, and Targets for 1991-92

1990-91

- * College was re-accredited in business and accounting at the undergraduate and graduate professional levels.
- * Appointed three Eminent Scholars, two named Professorships, and one assistant professor for 1991-92.
- * Faculty developed and approved an Entrepreneurship Certificate for the MBA program.
- * Faculty approved a one credit experimental orientation course for all undergraduate students - Dean's Seminar.
- * Established Concentrations in the MBA program with engineering (manufacturing engineering) and agriculture (ag-business).
- * Contacted and are discussing MBA concentrations and/or joint degree ventures with the following programs: agriculture (concentration in environmental management), nursing (joint degree), fine arts (concentration in arts management), romance language (concentration in German studies), and engineering (joint degree in engineering-management).
- * College appointed an interim director of International Programs. Approved international joint degree with Nijenrode in the Netherlands. College is visiting and talking with 15 foreign universities and business schools in England, Norway, Sweden, Denmark, Netherlands, Spain, France, Germany, Italy,

- * Continue the globalization of the faculty and the establishment of international opportunities for students and faculty.
- * Revise draft strategic plan.
- * Continue to involve faculty and staff in decision process.
- * Initiate Business Ethics program with an elective seminar.
- * Deal with budget decline.
- * Continue development activity.
- * Pursue revenue opportunities and differential tuition for the College.

3. Program, Faculty, and Student Highlights 1990-91

PROGRAM HIGHLIGHTS

The undergraduate program of the Fisher School of Accounting was ranked 7th nationally in the survey of accounting educators by the Public Accounting Report, June 1991. The Fisher School's graduate program in accounting was ranked 5th in the nation in the same survey.

The MBA program was included in Business Week's Guide to America's Best Business Schools, Byrne, John A., New York: McGraw Hill, 1991, second edition. This places Florida's MBA program in the top 40 of 700 considered. Among public schools' MBA programs in the U.S., Florida was ranked 13th by Business Week.

The MBA program appears in The Ultimate Guide to Top Business Schools, Stuart, B.S. and Stuart K. Dr., Prentice Hall Press, 1990. Of the 57 MBA programs included, Florida ranks among the top 10 in faculty accessibility.

The MBA program was written up in a German publication describing the 34 best MBA programs in the U.S.A. MBA-Studium und Business Schools in den USA, Herausgeber: Joerg E. Staufenbiel, Auflage, 1991.

The MBA Program was accepted for membership by the Graduate Management Admissions Council on March 1, 1990. This professional association includes the 95 top graduate management programs.

Survey of Articles published in the six leading marketing journals. (1985-1989). Florida ranked 12th among all universities and 7th among public universities, Association of Consumer Research Newsletter, 1990.

Three marketing faculty rank in the top seven on a list of forty "gatekeepers" of scholarly publications in the consumer behavior area according to a study in the Association for Consumer Research Newsletter, 1990.

In econometrics publications, Florida ranked 12th (7th among U.S. public universities) according to a Spring 1989 article in the Journal of

G.S. Maddala, Graduate Research Professor in Economics, named most cited econometrician in 1989, with 293 citations, and third most cited econometrician in 1990, with 301 citations.

Virginia Maurer, appointed editor-in-chief of the American Business Law Journal beginning February 1991-1993.

David Nye, Professor of Insurance,

- * named Director of the Year by Bankers Insurance Group, Inc., of St. Petersburg, 1990.
- * received the Clifford D. Spangler Award for the most outstanding article contributed to the insurance profession.

David Sappington, Lanzillotti/McKethan Eminent Scholar in Economics.

- * named advisory Editor, Economics Letters.
- * named Associate Editor of the American Economic Review.

John Simmons, Professor of Accounting,

- * Chosen as the national Outstanding Accounting Educator of the Year, 1991 by the American Institute of Certified Public Accountants.
- * Served as President of the American Accounting Association (the national organization for accounting educators) for 1989-1990.
- * Chosen by the Beta Alpha Psi National Organization as Educator of the Year, 1991.

Henri Theil, Matherly/McKethan Eminent Scholar in Economics,

- * named second among all economists in citations received in 1971-85, according to Journal of Economic Education, Fall 1989.
- * past president of Econometrics Society.
- * Sixth most cited econometrician in 1989 and 7th most cited econometrician in 1990.
- * book in his honor:
 - 1) Contribution to Consumer Demand and Econometrics: Essays in Honor of Henri Theil, MacMillan 1991
 - 2) Henri Theil's Contribution to Economics and Econometrics, Kluwer 1992

Bart Weitz, J.C. Penney Eminent Scholar in Marketing, chosen as editor of Journal of Marketing Research for a three-year term, 1991.

Carol West, Professor of Economics,

- * Editorial Board, International Regional Science Review
- * U.S.S.R. Academy of Sciences, Medal for Achievements in Regional Economics and Planning, 1990

Ed Zabel, Professor of Economics, Board of Editors, Applied Economics

Selcuk Erenguk, Professor of Decision and Information Science, appointed associate editor of Naval Research Logistics.

John Hall, Assistant Professor in Management, received the 1990 Heizer Award for outstanding dissertation, sponsored by the Entrepreneurship Division of the Academy of Management.

selective program is intended to increase the number of minority students pursuing careers as business school faculty.

The Fisher School of Accounting's Beta Alpha Psi chapter was one of 74 chapters nationally to be designated as Superior at the 1990 national meeting of Beta Alpha Psi.

Kurt Frahn was one of 37 students nationwide selected by the American Accounting Association as a 1990 recipient of the national Arthur Carter Award. This award recognizes academic achievement and extra-curricula involvement.

In recognition of her performance on the November 1990 Certified Public Accountants Examination, Kim Cornell received the national Elijah Watt Sells Award with High Distinction from the Council of the American Institute of Certified Public Accountants.

Cindy Copp-Cuccia was a recipient of a national American Institute of Certified Public Accountants (AICPA) Dissertation Grant for 1990-91.

Will Quilliam was a recipient of a national Ernst & Young Dissertation Grant for 1990-91.

Sheryll Goedert received a national KPMG Peat Marwick Foundation Doctoral Scholarship Award for 1990-91.

Michael Browne, (4BA/Marketing) was elected Student Body President and also received the Outstanding Male Leadership Award at Spring Commencement.

Prakash Nedungadi, Marketing PhD graduate, is co-winner of the annual Robert Ferber Award from the Journal of Consumer Research, December 1990.

4. College Organization

The organizational structure of the College, the operational By-Laws, and the current Committee assignments are included as Attachment 1

5. Financial Situation

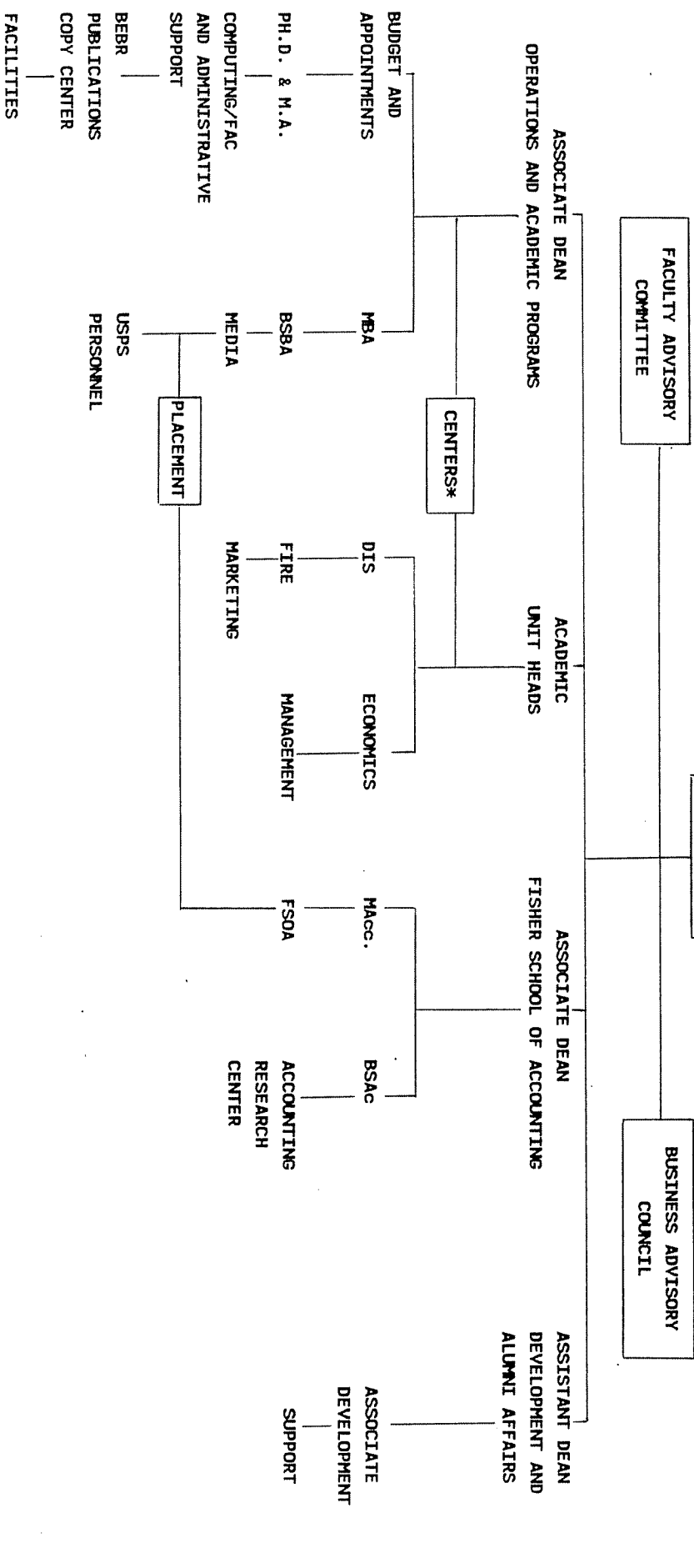
The College's financial report consists of three components: The Foundation debt, GRK Properties, and State Budget.

a. Foundation Debt

Between 1987 and 1989 the College accumulated a debt of \$250,000 to the University of Florida Foundation. The debt, which includes principal and interest, was incurred because the College's discretionary private expenditures in this time period exceeded discretionary private income.

This debt was not reduced during the past year. The ultimate source of repayment will be private discretionary funds. These accounts were depleted during 1987-1989. However, as such funds come available, the Foundation debt will be extinguished.

COLLEGE OF BUSINESS ORGANIZATIONAL CHART (Preliminary)
1991-92



- *CENTERS
- BUSINESS ETHICS
 - CONSUMER RESEARCH CENTER
 - ECONOMETRICS AND DECISION SCIENCES CENTER
 - FINANCIAL INSTITUTIONS RESEARCH CENTER
 - INTERNATIONAL BUSINESS STUDIES CENTER
 - ORGANIZATION STUDIES CENTER
 - PUBLIC POLICY RESEARCH CENTER
 - PUBLIC UTILITY RESEARCH CENTER
 - REAL ESTATE RESEARCH CENTER
 - RETAILING RESEARCH AND EDUCATION CENTER



UNIVERSITY OF FLORIDA

College of Business Administration
Graduate School of Business
Fisher School of Accounting
John Kraft, Dean

101 Anderson Hall
Gainesville, Florida 32611-2014
Phone (904) 392-2397
Fax (904) 392-2086

September 6, 1991

MEMORANDUM

TO: Faculty
FROM: John Kraft *JK*
SUBJECT: 1991-92 Committee Appointments

The following is the listing of faculty appointed and/or elected to the standing committees of the College for 1991-92. Each new committee member will receive notification with information about term and duties.

FACULTY ADVISORY COMMITTEE

S. Berg 1991-92
M. Flannery 1991-92
J. Kramer 1991-92
J. Lynch 1991-92
C. Zappe 1991-92/92-93
E. Dinopoulos 1991-92/92-93
S. Erenguc 1991-92/92-93
J. Alba 1991-92/92-93
Chair to be elected by committee.

PROMOTION AND TENURE

S. Berg 1991-92
H. Benson 1991-92
R. Lutz 1991-92/92-93
H. Tosi 1991-92/92-93
J. Kramer 1991-92/92-93/93-94
M. Flannery 1991-92/92-93/93-94
Chair - Sandy Berg

MBA COMMITTEE

R. Lanzillotti 1991-92
S. Shugan 1991-92
J. Wyman 1991-92
C. Zappe 1991-92/92-93
C. James 1991-92/92-93
H. Schaefer 1991-92/92-93
Chair - C. James

UNDERGRADUATE COMMITTEE

S. Kramer 1991-92
T. Majthay 1991-92
D. Nye 1991-92
B. Bomberger 1991-92/92-93
W. Hutchinson 1991-92/92-93
J. James 1991-92/92-93
Chair - D. Nye

BY-LAWS OF THE FACULTY
OF THE
COLLEGE OF BUSINESS ADMINISTRATION
UNIVERSITY OF FLORIDA

Adopted by the Faculty

May 21, 1988

Revised September 7, 1988

Revised May 28, 1989

1. COLLEGE ORGANIZATION AND PURPOSE

1.1 The College of Business Administration is one of the basic degree-granting units of the University of Florida.

1.2 The objectives of the College of Business Administration are:

(A) to provide the foundation for competent, responsible participation in business, the professions and government;

(B) to stimulate interest in social, economic and civic responsibility;

(C) to develop competence in making business decisions and in evaluating policy;

(D) to offer fields of specialization in business; and,

(E) especially, to encourage intellectual inquiry.

1.3 The academic unit of the College are: The Fisher School of Accounting; and the departments of Decision and Information Science; Economics; Finance, Insurance and Real Estate; Management; and Marketing. In addition to academic units of the college, the College may also establish Centers and Bureaus as may be appropriate to achieving the objectives of the College.

1.4 The chief executive administrative officer of the College shall be the Dean who is responsible to the President of the University for administration of the College and shall be the agent of the faculty for the execution of education policy.

1.5 The Dean may appoint such associate and assistant deans, directors and assistants as he deems necessary to the effective accomplishment of his goals; subject to the approval of the President and the Board of Regents. The Dean may establish, with approval of the Dean of the Graduate School and the Vice-President for Academic Affairs, such Centers that further the research, teaching and service mission of the College.

2. THE FACULTY OF THE COLLEGE OF BUSINESS ADMINISTRATION

2.1 Composition

The faculty of the College shall consist of all members who hold the ranks of instructor or above, or the equivalent, in academic ranks in the academic units of the College; non-teaching officers of research or extension who hold the rank or rank-equivalent of instructor or higher in the College; faculty members paid by another college but teaching regularly in the College as part of their duties, when so appointed by specific action of the deans concerned; and the Dean, Associate Deans, Assistant Deans and Directors of the College and the President of the University, as exofficio members.

3. THE GRADUATE FACULTY OF THE COLLEGE OF BUSINESS ADMINISTRATION

3.1 The Graduate School of Business Administration

The Graduate Faculty of the College is known collectively as the Graduate School of Business Administration.

3.2 Composition

All members of the faculty of the College of Business Administration who have been appointed by the Graduate School to membership in the Graduate Faculty of the University shall be considered members of the graduate faculty and the Graduate School of Business Administration.

3.3 Duties

The Graduate Faculty of the College of Business Administration shall have all powers and duties relating to graduate students and programs that the College Faculty has over undergraduate students and programs under section 2.5 of these By-Laws and in cooperation with the Graduate School of the University of Florida.

4. UNIT ORGANIZATION

4.1 Definition

The department is the fundamental unit of academic administration within the College, as it is within the University. The head of a department is a chair. A school shall be a unit subordinate to a college and is organized for a special program of studies. The head of a school is a director. Academic unit heads are subject to the supervision of the Dean of the College.

4.2 The academic unit head is to be nominated by the Dean of the College after final consultation with a committee of the unit elected by its tenured members. The academic unit head shall be responsible for budgetary matters, physical facilities and personnel matters in their jurisdiction, in consultation with their faculty, and shall call such meetings as are necessary for the faculty to exercise its general responsibility for the academic program as provided in Section 4.5 below.

4.3 In conjunction with the periodic evaluation of academic units, called for by the University of Florida Constitution (Article IV, Section 3 (D)), the Dean shall poll members (defined in section 4.4) of each academic unit, individually and confidentially, for an opinion on the continuance of its academic unit head. This polling shall take place at intervals concurrent with the term of appointment of the academic unit

5.7 An agenda shall be prepared and circulated at least five working days in advance of each meeting. By a vote of two-thirds of the faculty members in attendance, non-agenda items may be added and discussed, but no action may be taken on these items. These non-agenda items must be available in writing and be distributed at the beginning of the meeting. However, no new curriculum changes shall be considered as non-agenda items by the faculty.

6. **EXECUTIVE SUMMARY OF ADMINISTRATORS' MEETINGS**

6.1 The Dean, Associate Deans, and Academic Unit Heads will meet at least twice each semester. A summary of the meeting will be prepared and distributed to the faculty.

7. **COMMITTEES**

7.1 There shall be the following standing committees of the College and Graduate faculty.

- * Faculty Advisory Committee (adopted by the faculty 5/28/89)
- Graduate Committee
- Information Resources Committee
- MBA Committee
- Minority Affairs Committee
- Promotion and Tenure Committee
- Research Committee
- Teaching Committee
- Undergraduate Committee

For matters relating to the undergraduate and masters level academic programs of the Fisher School of Accounting, the functions of the above committees shall be performed by committees of the faculty of the Fisher School of Accounting.

7.2 Faculty members will be appointed to the University Senate, Sabbatical Evaluation Committee, search committees, and other university-directed committees, as directed by the appropriated university authorities.

7.3 Unless otherwise stated, faculty appointments to committees with terms greater than one year will be staggered.

(Statements of the nature of functions of the college committees are shown on the following pages.)

GRADUATE COMMITTEE

- Membership:** Seven members: one graduate faculty member from each academic unit selected in a manner determined by the faculty of each academic unit; and the Director for Graduate Studies, ex officio (non-voting).
- Chair:** Faculty member appointed by the Dean.
- Secretary:** Elected by the Committee.
- Term of Membership:** Two years for faculty members.
- Functions:** Recommends to the faculty new courses or courses to be discontinued and minimum admission and degree requirements for the Ph.D. and for masters degrees other than the MBA and the MAcc. These matters may originate with the Committee or reach the Committee through recommendations by academic units, the student council, or individuals.
- Regular Meetings:** None.
- Other Meetings:** When called by the Chair on one week's notice to members.
- Agenda:** Prepared by Chair, made available to members one week prior to meeting.
- Minutes:** A summary of action taken, prepared by the secretary and distributed to all members of the graduate faculty.
- Other:** An annual report on the work done by the committee is to be submitted to the Dean; available to faculty members and students.
- Resources Available:** Office of the Associate Dean for Academic Programs.

MASTER OF BUSINESS ADMINISTRATION (MBA) COMMITTEE

- Membership:** Eight members: one from each academic unit, appointed by the Dean from faculty members nominated by academic unit heads; the Director of the MBA Program, exofficio (non-voting); and one MBA student, appointed by the Dean.
- Chair:** Faculty member appointed by the Dean.
- Secretary:** Elected by the Committee.
- Term of Membership:** Two years for each faculty member.
One year for student member.
- Functions:** Recommend to the faculty new courses for the MBA core curriculum or courses to be discontinued from the MBA core curriculum, requirements for the MBA degree, and administration policies. These matters may originate with the Committee or reach the Committee through recommendations by academic units, the student council or individuals.
- Regular Meetings:** None.
- Other Meetings:** When called by the Chair with one week's notice to members, or unanimous consent.
- Agenda:** Prepared by the Chair, made available to members one week prior to meeting.
- Minutes:** A summary of action taken.
- Other:** An annual report on the work done by the Committee is to be submitted to the Dean and made available to faculty members.
- Resources Available:** Office of the Director of the MBA program.

PROMOTION AND TENURE COMMITTEE

- Membership:** Six members: three elected by faculty; three appointed by the Dean. There shall be at least one faculty member from each academic unit on the committee. Tenured full professors, except heads of academic units, are eligible for membership. (Cf. University Senate action of October 14, 1982, regarding membership on promotion/tenure review committees). Nominations may be made by any tenure-track faculty member at the general college faculty meeting. Only permanent faculty in tenure-track positions are eligible to vote. Voting will be by secret ballot.
- Chair:** Faculty member appointed by the Dean.
- Secretary:** Elected by the Committee.
- Term of Membership:** All members shall serve a 3-year term. Terms will be staggered. Each year one member will be elected and another will be appointed. An eligible faculty member may serve no more than 2 consecutive terms, but are otherwise eligible for service at any time.
- Purpose:** To prepare written evaluations of tenure and promotion recommendations, including candidates for new appointments of associate and full professor from academic units, and to provide recommendations to the Dean of the College along with Committee votes on each recommendation.
- Regular Meetings:** None.
- Other Meetings:** When called by the Chair with one week's notice.
- Agenda:** Prepared by the Chair, made available to members one week prior to meeting.
- Minutes:** Report sent to the Dean.
- Other:** An annual report on the work done by the committee is submitted to the Dean.
- Resources Available:** Secretarial resources of the office of the Dean.

TEACHING COMMITTEE

- Membership: Eight members: one from academic unit, appointed by the Dean from faculty members nominated by academic unit heads; and two students, appointed by the Dean.
- Chair: Faculty member appointed by the Dean.
- Secretary: Elected by the Committee.
- Term of Membership: Two years for faculty members.
One year for student members.
- Purpose: To encourage and aid quality teaching and to facilitate the evaluation of teaching.
- Regular Meetings: None.
- Other Meetings: When called by the Chair with reasonable notice to members.
- Agenda: Prepared by the Chair, made available to members prior to the meetings.
- Minutes: A summary of decisions made, prepared by the secretary, and distributed to members of the Committee and to the Dean of the College of Business Administration; available to faculty members.
- Other: An annual report on the work done by the committee is submitted to the Dean.
- Resources Available: Secretarial resources of the academic units and the Copy Center of the College of Business Administration. Computer and Research Assistant time required to conduct analyses.

respect to scholarships available for students in the Fisher School of Accounting.

- Regular Meetings: None.
- Other Meetings: When called by the Chair with reasonable notice to members.
- Agenda: Prepared by the Chair, made available to members prior to the meetings.
- Minutes: A summary of decisions made, prepared by the Chair; distributed to members and the Dean; available to members of the faculty.
- Other: An annual report of the work done by the Committee is to be submitted to the Dean and made available to faculty members.
- Resources Available: Secretary to the Assistant Dean for Undergraduate Programs.