

# **Warrington College of Business Administration**

## **Agenda | October 1, 2008 – Stuzin 104 – 4:00 p.m.**

### ***General Faculty Meeting***

1. September 4, 2008 General Faculty Meeting Minutes presented for approval.

2. New Course:

<b>BUL 4261</b>	<b>International Business Law</b>
♦ Credits:	2
♦ Contacts:	2
♦ Prereq:	BUL 4310 not required but preferred. ( <i>Should be at least junior or senior students</i> ).
♦ Description:	Students will be exposed to the legal implications of transacting business across national borders. The focus will be on transactional international business law including the legal and ethical environment of international business, international contracting, importing-exporting, trade finance, and international intellectual property law and licensing. The student will gain an appreciation of the special risks of conducting business internationally and the legal pitfalls associated with those risks.

3. Information:

Projected '08-'09 School of Business Revenue and Expenses (excluding state rate) – see attachment

4. Other

5. Dean's Report

### ***Graduate Faculty Meeting***

1. September 4, 2008 Graduate Faculty Meeting Minutes presented for approval.

2. New Course:

<b>QMB 6941</b>	<b>Internship</b>
♦ Credits:	1-4 Variable, max 6
♦ Contacts:	Headcount
♦ Grade Option:	S/U
♦ Description:	The purpose of an internship is to provide students with career-related experience that is not attainable in a classroom situation. Participation in such an internship will give employers an opportunity to identify earlier those students they may wish to employ upon graduation.

3. Other

4. Dean's Report

**Warrington College of Business Administration**  
**Minutes | September 4, 2008 – Stuzin 103 – 2:00 p.m.**

***General Faculty Meeting***

1. The April 23, 2008 Minutes were presented for approval. A motion was made to approve the minutes. The motion was seconded and the faculty voted to approve the minutes as distributed.
2. Other – no items reported
3. Dean's Report – no items reported

A motion was made to adjourn the general faculty meeting. The motion was seconded and the meeting adjourned.

***Graduate Faculty Meeting***

1. The April 23, 2008 Minutes were presented for approval. A motion was made to approve the minutes. The motion was seconded and the faculty voted to approve the minutes as distributed.
2. A Proposal for Doctor of Business Administration (DBA) Degree was presented for approval. The DBA Committee worked to address the issues brought up at the last faculty meeting and now the Committee believes the Proposal is ready for the faculty to vote on. A motion was made to approve the DBA Degree. The motion was seconded. After some discussion about whether or not a vote should be taken either by roll or by secret ballot, a motion was made to vote by secret ballot. The motion was seconded and by a show of hands the motion to vote by secret ballot passed. A ballot was distributed to the faculty. The ballots were collected and counted while at the meeting. The votes were counted as: 25 YES, 8 NO, and 2 ABSTAIN. ***The motion to approve the Proposal for Doctor of Business Administration (DBA) Degree passed.***

3. Other – no items reported

4. Dean's Report

- Construction of Hough Hall will begin shortly after the last day of classes in December '08.
- UF is working on a plan for individuals currently parking in the area of the construction site.
- Hough Hall should be ready for occupancy by May 2010.
- The School of Business building will eventually be constructed next to Hough Hall.
- Faculty are encouraged to welcome Evan Dudley, he is a new faculty member in the Finance Dept.
- The September 19 date previously announced for raises has been postponed. The University is unable to provide any information at this point.

A motion was made to adjourn the graduate faculty meeting. The motion was seconded and the meeting adjourned.

---

Attendance: John Kraft, Andy McCollough, Selcuk Erenguc, Joe Alba, Alan Cooke, Amir Erez, Richard Lutz, Robyn LeBoeuf, Lyle Brenner, Haldun Aytug, Anand Paul, Deb Mitra, Subhajyoti Bandyopadhyay, Kenny Cheng, Wei Shen, Jason Colquitt, Larry DiMatteo, Norman Bates, Janice Carillo, Robert Emerson, Roy Crum, M. Nimalendran, Bart Weitz, Larry Kenny, Dave Denslow, William Bomberger, Mark Rush, Brian Ray, Alan Sawyer, Mark Jamison, Praveen Pathak, Gary McGill, Stan Smith, Sean Limon, Doug Waldo, Asoo Vakharia, Richard Romano, Jonathan Hamilton, Joel Demski, and David Sappington

**PART 1: TO BE COMPLETED BY THE INSTITUTION**

Institution Name: <b>University of Florida</b>	Institutional Code: <b>001535</b>	Instructional Unit or Department Name, Department Code: <b>Department of Management</b>
Recommended SCNS Course Identification:		
Discipline (SMA) <u>1</u> <u>1</u> <u>2</u>	Prefix <u>B</u> <u>U</u> <u>L</u>	Level <u>4</u> Course Number <u>2</u> <u>6</u> <u>1</u> Lab Code _____
Institution's Course Title: <u>INTERNATIONAL BUSINESS LAW</u>		
Effective Term and year course will first be offered: <u>Spr 2009</u>		
Amount of Credit: <u>2</u>	Contact hour base <u>2</u> or Headcount _____	If Repeatable Credit or Variable Credit: _____ total repeatable credit allowed _____ minimum / _____ maximum credit within a semester
Course Description (attach a course syllabus): Students will be exposed to the legal implications of transacting business across national borders. The focus will be on transactional international business law including, the legal and ethical environment of international business, international contracting, importing-exporting, trade finance, and international intellectual property law and licensing. The student will gain an appreciation of the special risks of conducting business internationally and the legal pitfalls associated with those risks.		Mark all that apply: Rotating Topic <input type="checkbox"/> yes <input checked="" type="checkbox"/> no S/U Only <input type="checkbox"/> yes <input checked="" type="checkbox"/> no Repeatable for Credit <input type="checkbox"/> yes <input checked="" type="checkbox"/> no
Prerequisites: (This form does not update ISIS or registration prerequisite checking.) BUL 4310 not required but preferred. Should be at least Junior or Senior students.		
Corequisites:		
All faculty teaching this course have completed at least 18 graduate semester hours in the teaching discipline and hold at least a master's degree. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Degree Type (Mark all that apply.): <input type="checkbox"/> Associate of Arts <input checked="" type="checkbox"/> Baccalaureate <input type="checkbox"/> Graduate Study <input type="checkbox"/> Other (specify): _____		
Category of Instruction: <input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input checked="" type="checkbox"/> Advanced		
Department Contact, Telephone Number, Email Address and PO Box: (Date) <b>Mitzi Calvert 392-0164 POB 11765</b>		Signature, Department Chair: (Date)
College Contact, Telephone Number, Email Address and PO Box: (Date) <b>Sharon Haughton 392-8436 x 1225 POB 117150</b>		Signature, College Dean: (Date)
Signature, Graduate Dean (if applicable): (Date)		Signature, Registrar (institutional contact): (Date)

**PART 2: TO BE COMPLETED BY THE FACULTY DISCIPLINE COMMITTEE REPRESENTATIVE**

Approved Course Classification (Prefix, Number, Lab Code):	
If not the same as recommended by institution, please explain:	
SCNS Course Title (if new): _____	
Decade Title (if new): _____	
Century Title (if new): _____	
Signature, Faculty Discipline Committee Representative: _____	Date: _____

**PART 3: SCNS APPROVAL USE ONLY**

	Date Approved _____	Correspondence Number _____
--	---------------------	-----------------------------

# International Business Law—BUL 4930

Dr. Larry A. DiMatteo  
Huber Hurst Professor of Legal Studies  
237 Stuzin Building  
392-0323 (Direct)  
392-0163 (Dept. office)  
e-mail: larry.dimatteo@cba.ufl.edu

T/R 9:35-11:30  
Room: Mat. 113

Jan 8 – Feb 21, 2008

## Office Hours:

T & R: 12:45-1:45

**Faculty Biography:** Professor DiMatteo teaches International Business Law and Commercial Law in the graduate division. He holds law degrees from the Cornell Law School and Harvard Law School. He also has a PhD in Business & Commercial Law from Monash University (Australia). His research interests have focused on contract law and international business transactions. Professor DiMatteo has over forty publications including articles that have appeared in the *Harvard International Law Journal*, *Yale Journal of International Law*, *American Business Law Journal*, *University of Pittsburgh Law Review*, *Penn State Law Review*, *Florida State Law Review*, and the *Baylor Law Review*. His books include, *International Business Law: A Transactional Approach* (Thomson/West 2006), *International Sales Law* (Cambridge University Press 2005); *Equitable Law of Contracts* (Transnational 2001), *The Law of International Contracting* (Kluwer 2000), *Contract Theory: The Evolution of Contractual Intent* (Michigan State University Press 1998).

**Special Needs:** Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

## Laptop Policy

Experience has taught me that students who use their laptops during class to multitask (e-mail, work on projects, and less desirable pursuits) get less out of the class, are more dissatisfied with it, and perform less well than students who devote their full attention to the classroom experience. Therefore, in the interest of the greater good, **please do not use your laptops or other electronic devices during class.**

**Required Readings:** TEXT: DiMatteo, Larry A. & Dhooge, Lucien J, *International Business Law: A Transactional Approach* (Thomson/West 2006) (ISBN: 0-324-20491-4)

CLASS HANDOUTS (See Course site @ “e-Learning.” Click on “LEARNING RESOURCES”)

**Course Objectives:** The course aims at exposing the business student to the legal implications of transacting business across national borders. The focus will be on transactional international business law. The course’s subject matter can be roughly divided into four segments: (1) Legal & Ethical Environment of International Business, (2) International Contracting, (3) Exporting

(Documentary and documentary credit transactions), and (4) Intellectual Property Transfer (Licensing). The student should gain an appreciation of the special risks of conducting business internationally and the legal pitfalls associated with those risks. Ultimately, the goal of the course is to investigate ways of minimizing the legal risks in international business transactions.

**Attendance and Preparation:** All assignments are to be read prior to class! Students should be prepared to answer questions on the assigned materials and to contribute to the class discussions.

**Grades:** Grades will be based upon the following:

- A. **Quiz #1:** (35% each) and **Quiz #2** (25%) (total 60%): There will be 2 non-cumulative quizzes. The quizzes will cover material assigned and the lectures. The quizzes will consist of short answer and multiple choice questions designed to sample your knowledge.
- B. **Mini Assignments/Problems** (15% each) (total 30%): There will be 2 mini-assignments/problems.
- C. **Participation** (10%)

**Mini-Assignments/Problems:** Each paper shall not exceed **3 pages in length** (double-spaced) not including endnotes or bibliography.

#1: **Problem Paper Due: January 24<sup>th</sup>.**

Choose from: Chapter 1, Problem 1 (page 35) **or** “Internet Exercise” 6 (36) (be sure to use more sources than the State Department’s “Country Guides” noted in the problem); **or** Chapter 2, Problem 2 (67). **See Appendix for “writing tips.”**

Note: Limit your use of “bullets.” Explain in paragraph form.

#2 **Newspaper Article Paper.** Each of you will make write a paper on a newspaper article related to the law and international business transactions. You should find the article in a major national or international newspaper; this could be The Wall Street Journal, the New York Times, the Financial Times, for example. If it is in a “local” paper, then it should be a syndicated article (Reuters, AP, for example). **See Appendix for “writing tips.”**

Criteria for grading: The criteria include the importance of the story, the salience of the story to the course, the credibility of the source, and the quality of the “critical” analysis.

Critical Thinking Exercise: When reading the article be sure to read it critically by asking the following questions:

- What is the author’s purpose for writing the article?
- What is the key question the author is addressing?
- What is the important information (facts, data) the author uses to support her conclusions?
- What are the key concepts we need to understand?
- What assumptions does the author make?
- What are the implications if people take seriously or ignore the author’s line

- of reasoning?
- What is the main point of view presented in the article?
- Is the issue well-stated? Is it biased? Does it do justice to the complexity of the issue?
- Does the author cite relevant evidence?
- Does the author clarify key concepts?
- Is the author sensitive to other viewpoints?

**Honesty Policy:** A student's work is to be solely his or her work product. **Any sources used should be appropriately quoted and cited.**

**PLEASE NOTE: Classes will be canceled on Thursday, February 7<sup>th</sup>.**

### **SCHEDULE OF ASSIGNMENTS**

**Introduction:** Syllabus; Text; Supplement; Course Coverage; Introduction (1 Class)

**The Risks of International Business** (2 Classes) (Chapter 1)

**International Business Ethics** (2 Classes) (Chapter 2, pp. 46-end)

**International Contract Law** (1½ Classes) (Chapter 7, pp. 238-end)

**PROBLEM #1 DUE: January 24<sup>th</sup>.**

**International Sales Law (Sales)** (2 Classes) (Chapter 8, pp. 251-280)

**QUIZ #1: Feb. 5th**

**NEWSPAPER PROBLEM #2 DUE: February 14<sup>th</sup>.**

**Documentary Transactions & International Trade Finance** (3 Classes) (Chapter 9, pp. 290-309 & Chapter 11, pp. 367-384, omit Hamilton Bank & Heritage Bank cases)

**Intellectual Property Protection & Intellectual Property Licensing** (2 Classes) (Chapter 13, pp. 433-450 & Chapter 14, pp. 485-504 & 510-512, omit Mallinckrodt & Bruce cases)

**QUIZ # 2: February 21<sup>st</sup>**

## Appendix

### WRITING TIPS

Caveat: Some of these suggestions may seem simplistic. However, I thought that a refresher as to basics is always warranted so please don't be insulted.

Paper Perspective: Pretend that this Report has been requested by your Boss, i.e., he wants a succinct "lay of the land" in order to make an important policy decision for the firm.

**First**, any good paper, report, or memo should have a beginning and an end. Therefore, a nice succinct title that provides a truthful notice of what the paper is about is in order. At the end of the paper, a brief conclusion or summary is important. This should be written in your own words. In your own words summarize what you report in the paper. The conclusion SHOULD NOT give any new ideas or materials...it is simply a summary of what is provided in the body of the paper.

**Second**, the paper should have a brief introduction. The introduction should provide a blueprint of the paper to follow. The best way to do this is to divide your paper into parts. The blueprint would then describe each part: "In Part II I report on my findings into the law of ...." In that part I explain that this area of law requires a number of findings. These requirements are explained in more detail in that Part. In Part III I will suggest how the law applies to the situation that is of concern. In Part IV I will recommend ways of implementing the law to our advantage or ways of avoiding legal consequences."

The paper should then be broken down into parts or subsections. Example:

- I. Introduction
- II. Law of Copyright
  - A. Rights of Copyright Holder
  - B. Likelihood of Confusion Test
- III. Likelihood of Being Sued for Copyright Infringement
- IV. Strategies for Avoiding Liability
  - A. Make Use of Fair Use Doctrine
  - B. Obtain a License
- Conclusion

This blueprint and the breaking the paper into "Parts" serves two main purposes. First, it helps the writer to organize his/her research along topical issues. This avoids the temptation to summarize one legal source (article, case, etc.) and then move on to another source. The above use of headings can be seen as branches of a tree that you can hang your research findings. Of course, one source may be pertinent to more than one of the branches. Breaking the paper down into headings allows for a better organization of your research and your thoughts. The second purpose of using headings is for the benefit of the reader. A paper that just starts in paragraph form with no headings will not hold the reader's attention. A reader, such as your boss, wants you to make it easy on him or her. Remember, the job of organizing the paper is that of the writer not the reader. A properly organized paper allows the reader to skip to a part that is of

foremost interest to her.

**My final comments are purely stylistic.** I am sure you have heard them before but here they are again:

- (1) Its best to use short sentences.
- (2) Each sentence should be making a single point
- (3) Use short, concise paragraphs that relate to a single idea (once again this makes it easier on the reader).
- (4) Use present tense: Even though describing future event, it is best to view the paper as "continuously speaking."
- (5) Write in active voice: Don't "wimp out" by using "may," "maybe," "relatively," etc.
- (6) Use gender-neutral language: Why? (1) Inaccurate and (2) offensive.  
Best Solution: Replace pronouns with gender-neutral language. Gender-neutral techniques:
  1. Use plural: "they" "theirs"
  2. Use name of the actor: "Bank" "Smith"
- (7) Avoid hyperbole: Examples: "obviously," "clearly," "greatest," etc.
- (8) Use Plain Language: Write in clear and coherent language with common meaning.
- (9) And most importantly, avoid cliché: Definition: A trite, stereotyped expression; a sentence or phrase, usually expressing a popular or common thought or idea, that has lost originality, ingenuity, and impact by long overuse. A cliché means nothing by itself; it is a bad substitute for good, clear expression. Examples: "up the creek without a paddle," "what is good for the goose is good for the gander," "sadder but wiser."

To facilitate GCC review of your course proposal, please provide the following information.

**Meets:** 4 hours 2 times per week for 7 weeks (1 Mod.)

\_\_\_\_\_ % of the final grade comes from \_\_\_\_\_ (requirement)

---

---

Week 7: International Licensing & Intellectual Property Law

---

Revised 13 December 2007

**PART 1: TO BE COMPLETED BY THE INSTITUTION**

Institution Name: <b>University of Florida</b>	Institutional Code: <b>001535</b>	Instructional Unit or Department Name, Department Code: <b>Information Systems and Operations Management - 011707000</b>
Recommended SCNS Course Identification:		
Discipline (SMA) <u>1</u> <u>1</u> <u>1</u>	Prefix <u>Q</u> <u>M</u> <u>B</u>	Level <u>6</u> Course Number <u>9</u> <u>4</u> <u>1</u> Lab Code _____
Institution's Course Title: <u>Internship</u>		
Effective Term and year course will first be offered: <u>Spring 2009</u>		
Amount of Credit: <u>VAR</u>	Contact hour base _____ or Headcount <u>20</u>	If Repeatable Credit or Variable Credit: <u>6</u> total repeatable credit allowed <u>1</u> minimum / <u>4</u> maximum credit within a semester
Course Description (attach a course syllabus): The purpose of an internship is to provide students with career-related experience that is not attainable in a classroom situation. Participation in such an internship will give employers an opportunity to identify earlier those students they may wish to employ upon graduation.		
Prerequisites: (This form does not update ISIS or registration prerequisite checking.) <u>None</u>		
Corequisites: <u>None</u>		
All faculty teaching this course have completed at least 18 graduate semester hours in the teaching discipline and hold at least a master's degree. <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>		
Degree Type (Mark all that apply.): <input type="checkbox"/> Associate of Arts <input type="checkbox"/> Baccalaureate <input checked="" type="checkbox"/> Graduate Study <input type="checkbox"/> Other (specify): _____		
Category of Instruction: <input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input checked="" type="checkbox"/> Advanced		
Department Contact, Telephone Number, Email Address and PO Box: _____ (Date) _____  <u>Pat Brawner, 846-1374, brawner@ufl.edu, PO 117169</u>		
College Contact, Telephone Number, Email Address and PO Box: _____ (Date) _____  <u>Sharon Haughton, 273-3225, sharon.haughton@cba.ufl.edu, PO 117150</u>		

**PART 2: TO BE COMPLETED BY THE FACULTY DISCIPLINE COMMITTEE REPRESENTATIVE**

Approved Course Classification (Prefix, Number, Lab Code): \_\_\_\_\_

If not the same as recommended by institution, please explain: \_\_\_\_\_

SCNS Course Title (if new): _____	
Decade Title (if new): _____	
Century Title (if new): _____	
Signature, Faculty Discipline Committee Representative: _____	Date: _____



Warrington College of Business Administration  
Hough Graduate School of Business  
Department of Information Systems and Operations Management

351B Stuzin Hall  
PO Box 117169  
Gainesville, FL 32611-7169  
352-846-1370  
352-392-5438 Fax  
[www.cba.ufl.edu/isom](http://www.cba.ufl.edu/isom)

Dear ISOM Students:

The purpose of an off-campus internship is to provide students with career-related experience that is not attainable in a classroom situation. Participation in such an internship will give employers an opportunity to identify earlier those students they may wish to employ upon graduation.

These internships are available through the Career Resource Center, networking events through AITP or by contacting the companies directly. Students are encouraged to seek out an internship by bringing their resume to the Career Expo or directly contacting potential employers.

Off-campus internships for credit are limited to employers willing to provide an experience to students in the area of information technology and/or supply chain management. It is expected that the intern will be exposed to the employer's overall organization, operations and environment. Employers will be contacted upon submission of this form to verify the internship offer and receive a short written statement from the employer outlining the nature of the internship before any internship can be approved by the ISOM Department or the student can be registered for internship credits.

Students may register for a maximum of two credits of an off-campus internship during their program. An internship with the PeopleSoft Project on the UF campus (also for a maximum of two credits) will still be available for program credit by MS-ISOM students. Hence, students can obtain at most 4 credits towards MS-ISOM program requirements (i.e., a maximum of 2 credit hours for an off-campus internship and a maximum of 2 credit hours for the on-campus UF PeopleSoft Project internship). Internships are evaluated on a pass/fail basis in the form of an S/U (satisfactory/unsatisfactory) grade. Therefore, these internship credits will NOT be factored into your overall or major GPA.

It is imperative that the employer evaluation of the student be returned to the Director of Student Services of the MS-ISOM Program by the last day of classes for the semester in which the internship is completed or the grade assigned for the internship credits will be a U (unsatisfactory).

Each employer determines whether or not its off-campus internship will be a paid position. It is the student's responsibility to have a professional attitude toward the employer, learn and comply with the employer's policies and procedures and accept the opportunity to learn. Maximum benefits will be received by the student who is receptive to new ideas, techniques and suggestions.

It is our hope that an internship will be a valuable education experience for the student and have a significant impact on their professional and career development.

Sincerely,

A handwritten signature in cursive script that reads "Chandra A. Hardy".

Chandra A. Hardy  
Director of Admissions & Student Services  
Email: [chandra.hardy@cba.ufl.edu](mailto:chandra.hardy@cba.ufl.edu)

# INTERNSHIP CREDIT APPROVAL FORM

## Procedures to obtain program credit for an off-campus internship:

1. Student obtains an offer for an off-campus internship and/or an on-campus internship with the UF PeopleSoft Project.
2. Student submits the Internship Credit Approval form to the Director of Student Services for the MS-ISOM Program.
3. The Director of Student Services for the MS-ISOM confirms with the employer that an offer for the internship has been made and registers the student internship course (credits requested by the student are at most 2 credit hours).
4. Student completes the internship and makes sure that the Employer Evaluation is submitted directly to the Director of Student Services for the MS-ISOM Program.
5. The Director of Student Services for the MS-ISOM program awards the grade for the student internship course after reviewing the Employer Evaluation.

Name \_\_\_\_\_ UFID \_\_\_\_\_

Grad Date \_\_\_\_\_ Semester of Internship \_\_\_\_\_

Hours Worked Per Week \_\_\_\_\_

Company \_\_\_\_\_

Supervisor \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chandra A. Hardy

\_\_\_\_\_  
Date

Approved \_\_\_\_\_ Denied \_\_\_\_\_



Warrington College of Business Administration  
Hough Graduate School of Business  
Department of Information Systems and Operations Management

351B Stuzin Hall  
PO Box 117169  
Gainesville, FL 32611-7169  
352-846-1370  
352-392-5438 Fax  
[www.cba.ufl.edu/isom](http://www.cba.ufl.edu/isom)

## EMPLOYER EVALUATION OF INTERN

Note to Students: This form must be returned to the ISOM Department by the last day of classes for the semester.

Intern to be Evaluated: \_\_\_\_\_

Work Period from: \_\_\_\_\_ to: \_\_\_\_\_

Employer: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Please indicate levels of performance based on comparison with other students of comparable academic level, with other personnel assigned to the same or similar jobs, or with individual standards.

**OVERALL-ALL PERFORMANCE**

Outstanding\_\_\_\_\_ Very good\_\_\_\_\_ Average\_\_\_\_\_ Marginal\_\_\_\_\_

**STUDENT'S STRONG POINTS** (Indicate special knowledge, skills, interest, or abilities).

**WHERE COULD IMPROVEMENT BE MOST PROFITABLE?** (i.e. special courses, further experience, change of attitude, etc. What can student do for self-assistance and what help should be provided?)

**ADDITIONAL COMMENTS, EXPLANATIONS OR EXAMPLES:**

**HAS THIS REPORT BEEN DISCUSSED WITH STUDENT?** Yes\_\_\_\_\_ No\_\_\_\_\_

Signature:\_\_\_\_\_ Date:\_\_\_\_\_

**Projected '08-'09 School of Business  
Revenue and Expenses  
(excluding state rate)**

<b>-Total Revenue From IBA &amp; IBT Sections</b>	<b>\$2,075,808</b>	
<b>- DOCE Interest</b>	<b>\$37,000</b>	
- School of Business Staff Salaries	\$511,873	24.2%
- College Support (Business Comm)	\$353,464	16.7%
- Online Testing & FedEx	\$236,200	11.2%
- Faculty Payments (Online BSBA)	\$221,027	10.5%
- Professional Development Programs	\$190,000	9.0%
- Writing & Presentation Course Support	\$132,000	6.2%
- IT Staff Salaries	\$125,018	5.9%
- Electronic Platform TA Support	\$88,598	4.2%
- Community College Staff Salaries	\$54,000	2.6%
- DOCE Taxes	\$45,930	2.2%
- Online Program Marketing	\$40,000	1.9%
- SB Computer & Office Expenses	\$30,000	1.4%
- SB Staff Conferences/Travel	\$20,000	0.9%
- Online TA Support	\$17,300	0.8%
<b>TOTAL EXPENSES</b>	<b>\$2,065,410</b>	<b>97.8%</b>
<b>\$\$ AFTER EXPENSES</b>	<b>\$47,398</b>	<b>2.2%</b>

*Last revised 2 SEP 08*