

Warrington College of Business Administration  
Heavener School of Business  
Fisher School of Accounting  
Hough Graduate School of Business

100 Bryan Hall  
PO Box 117150  
Gainesville, FL 32611-7150  
352-392-2398  
352-392-2086 Fax  
<http://warrington.ufl.edu/>  
[john.kraft@warrington.ufl.edu](mailto:john.kraft@warrington.ufl.edu)

**GENERAL FACULTY MEETING  
AGENDA | TUESDAY, OCTOBER 11, 2016 | 1:00 PM | STUZIN 103**

1. The September 13, 2016 General Faculty Meeting Minutes is presented for approval by the faculty.
2. The Undergraduate Committee presents the following item for approval by the faculty.  
“Add an area of specialization in ‘General Business’ to the BABA degree program” (see attachment)
3. Other Business
4. Dean’s Report

**GRADUATE FACULTY MEETING** (*Immediately following the General Faculty Meeting*)  
**AGENDA | TUESDAY, OCTOBER 11, 2016 | 1:00 PM | STUZIN 103**

1. The September 13, 2016 Graduate Faculty Meeting Minutes is presented for approval by the faculty.
2. At the February 20, 2015 Graduate Faculty Meeting a motion was made to approve the course titled “Preparing to Teach in Business” as presented by the Teaching Committee and PhD Committee. The motion was seconded and the faculty voted to approve the course as presented.

**Course (approved at the 2/20/15 Graduate Faculty Meeting):**

**PREFIX:** GEB 7XXX

**COURSE TITLE:** Preparing to Teach in Business

**EFFECTIVE TERM:** Fall 2015

**AMOUNT OF CREDIT:** 3

**COURSE DESCRIPTION:** *This course is designed to prepare business graduate students for post-secondary teaching. The course will focus on the practical skills necessary to teach, both as a PhD student and as a new faculty member. You will learn essentials of preparing to teach, including how to create a syllabus, set learning objectives, manage a classroom environment, and encourage student engagement. You will practice a variety of teaching methodologies, gain exposure to a wide range of perspectives on teaching, and learn about a variety of technologies to support learning.*

On September 27, 2016 the Ph.D. Committee presented the attached memo justifying the need to **remove the course as a requirement.** The committee recommends the following:

1. Changing the BET 7171 course into a two day workshop. The two days should be separated by several weeks. Students will be required to read the one or two recommended books before attending the first workshop. Students will be required to teach sessions to peers and videotape them in between the workshops to be analyzed in the second workshop. As part of the workshop students will also be required to prepare a syllabus.
2. While the committee members see the teaching sessions and the syllabus creation as valuable features of the workshop, we also recognize that the design of the workshop content and requirements should be up to the instructor and that the instructor could decide if he or she wants to include these features in the workshop.

*The Foundation for The Gator Nation*

An Equal Opportunity Institution

3. Departments Ph.D. coordinators will be responsible to make sure students attend two of the Warrington teaching panels and the UF Graduate Teaching Assistant Orientation in their first two years in the program.
  4. The committee does not recommend canceling the class that has already begun this semester. However, the committee recommends cancelling the requirements for shadowing a class, the discussion board, and the portfolio creation. In addition, the committee suggests that the reading materials will be reduced to one or two books with the other books suggested as optional readings.
- 
3. Other Business
  4. Dean's Report

Warrington College of Business Administration  
Heavener School of Business  
Fisher School of Accounting  
Hough Graduate School of Business

100 Bryan Hall  
PO Box 117150  
Gainesville, FL 32611-7150  
352-392-2398  
352-392-2086 Fax  
<http://warrington.ufl.edu/>  
[john.kraft@warrington.ufl.edu](mailto:john.kraft@warrington.ufl.edu)

**GENERAL FACULTY MEETING  
MINUTES | TUESDAY, SEPTEMBER 13, 2016 | 1:00 PM | HOUGH 120**

1. The faculty were asked to approve a waiver of the posting deadline due to the UF emergency closing. A motion was made and seconded. The faculty voted to approve the waiver of the posting deadline.
2. A motion was made to approve the April 27, 2016 General Faculty Meeting Minutes. The motion was seconded and the faculty voted to approve the minutes as presented.
3. The Undergraduate Committee presented the following items for approval by the faculty. A motion was made and seconded and the faculty voted to approve these items as presented.

**CHANGES TO BSBA MAJORS:**

**Proposed:** Changes to BSBA Majors

**Rationale:** The BSBA-MKG, BSBA-MGT, and BSBA-IST have each voted to increase the rigor of their curriculum by increasing the grade required to be in the major. The changes are detailed in the table below.

**Attachments:** Further detail is provided in the attached catalog copy.

<b>Management</b>	
Current: Grade of C or better in MAN 3025	Proposed: Grade of B or better in MAN 3025 Grade of B or better in QMB 3250
<b>Marketing</b>	
Current: Grade of C or better in MAR 3023	Proposed: Grade of B or better in MAR 3023 Grade of B or better in QMB 3250
<b>Information Systems</b>	
Current: No grade requirements for core courses	Proposed: Grade of B or better in QMB 3250

**INCLUSION OF THE BABA: GBA MAJOR IN UFO:**

**Proposed:** Allow students in the UFO program to access the Business Administration – General Studies major (BABA: GBA)

**Rationale:** The GBA major is currently offered to on-campus majors, providing access to an interdisciplinary degree rooted in business with a concentration of coursework in a different discipline. The intent of expanding the availability of this major into the UFO curriculum is to increase the diversity of business majors available to online students, and to provide UFO students with an interdisciplinary major. Many UFO students are already working full-time jobs, and the hope is that this degree program will equip them with a solid foundation in business while also providing the opportunity to develop relevant skills

and exposure in an applied discipline through the area of specialization required within the major.  
**Attachments:** The changes are detailed in the attached catalog copy.

4. Other Business - none
5. Dean's Report - none

**GRADUATE FACULTY MEETING** (*Immediately following the General Faculty Meeting*)  
**MINUTES | TUESDAY, SEPTEMBER 13, 2016 | 1:00 PM | HOUGH 120**

1. A motion was made to approve the April 27, 2016 Graduate Faculty Meeting Minutes. The motion was seconded and the faculty voted to approve the minutes as presented.
2. Other Business - none
3. Dean's Report
  - Search for a new Dean is underway
  - Currently in the quite phase of the capital campaign until 2017
    - \$250 m goal
    - Support PhD program
    - Build a new facility
    - Resources to support faculty research

**ATTENDANCE:** John Kraft, Brian Ray, Selcuk Erenguc, Haldun Aytug, Parker VanHart, Fiona Barnes, Rachel Slivon, Alex Sevilla, Kenny Cheng, Lisa Hinson, Kailong (Philip) Wang, Blake Bowler, Tawnya Means, Praveen Pathak, Ira Horowitz

## **Bachelor of Arts in Business Administration** **Area of Specialization: *General Business (BUS)***

### ***Description***

The Business Administration area of specialization provides students with the opportunity to deepen their foundation in business coursework. Topics in this area include entrepreneurship, business computing, management, and real estate. Career exploration is available through the Effective Career Management course. For career information view: <http://www.crc.ufl.edu/>

### ***Requirements***

Students are required to have a minimum of four classes totaling 12 hours from any of the 3000-4000 level courses listed below and maintain a minimum 2.0 Area of Specialization GPA. Be sure to check course prerequisite requirements.

ENT 3003	Principles of Entrepreneurship
GEB 3035	Effective Career Management
ISM 3004	Computing in the Business Environment
MAN 4723	Strategic Management
MAR 3231	Introduction to Retail Systems & Management
MAR 4933	Marketing Strategy
REE 3043	Real Estate Analysis

### ***Contact Information***

Advisors in the Heavener School of Business are the primary point of contact for advising specifically related to this Area of Specialization. For registration, scheduling, and area-specific questions, please contact:

Heavener School of Business  
352-273-0165  
333 Heavener Hall

Department Website: <http://warrington.ufl.edu/undergraduate/>

### ***Minor Option***

No minor is available in this Area of Specialization.

Warrington College of Business Administration  
Department of Management

201 Stuzin Hall  
PO Box 117165  
Gainesville, FL 32611-7165  
352-392-0163  
352-392-6020 Fax  
[www.warrington.ufl.edu/man](http://www.warrington.ufl.edu/man)

TO: Dean Erenguc  
FM: Amir Erez – Ph.D. committee chair  
RE: BET 7171 Ph.D. teaching seminar  
DT: September 27, 2016

Dear Dean. Erenguc

The six members of the Ph.D. committee have serious reservations about the requirements for the new Ph.D. teaching course BET 7171. We all feel that the course requirements present a significant burden on our Ph.D. students and that the class requirements are disproportionate to the benefits of the course. For example, students are required to shadow a course throughout a semester, attend most of the classes, and keep a shadow journal. Essentially that means 4 hours a week of shadowing a class in addition to the 2 hours of attendance in the BET 7171 class itself. The committee members feel that six hours of class attendance for a 3 credit course is unreasonable, especially given that the Ph.D. students already sit in multiple classes as part of their normal course of study.

Our Ph.D. students take the teaching course in their second year. In the second year they are taking multiple classes, writing papers, preparing for comprehensive exams, and in most departments they are heavily involved in research projects. As a result, they have very little time to spare and performing well in the teaching class as it is currently designed is very likely to decrease their performance in conducting research which is the core mission of our Ph.D. program and the primary determinant of job-market success.

The committee has specific reservations about the following requirements:

1. Shadow journal – Along with the time issue mentioned above, the committee members do not see how shadowing a class throughout a semester has much of an educational value. Specifically, we do not see how observing one random professor teaching one class is likely to help our students, especially because the students are very unlikely to teach the same class they observed. If the purpose of the shadowing is to generalize from this experience to teaching their own class then the many styles of teaching they already observed throughout their education should be sufficient and serve the same purpose.
2. Discussion board – the committee members view this as a redundant activity and as essentially “busy work.” These discussion boards may be useful in on-line classes where the students do not meet each other and the professor. However, we don’t see why they are

necessary here. Deeper and more meaningful discussions about the teaching topics could be conducted during class sessions.

3. Several of the Ph.D. coordinators expressed reservations about the number of books the students have to read, especially since the mode number of assigned textbooks in classes is 1. I reviewed the four books required for the class and I believe that one or two of them would be sufficient [Ambrose (2010) and Svinicki and McKeachie (2014)]. The other two books seem to be redundant with the first two books and more anecdotal.
4. The committee members see great value in the in-class lessons in which the students have to teach three sessions to peers for feedback. However, we believe that these assignments can be done more efficiently as part of a one- or two-day workshop.
5. The committee members were not quite sure how creating a teaching portfolio would be a useful assignment. A portfolio is retrospective in nature in that it includes what you have taught, what you learned, what feedback/evaluations you received, and how you plan to improve. As such, a portfolio makes sense for individuals who teach multiple courses on a repeated basis. Therefore, it is not clear to us how a portfolio could be useful for our Ph.D. students before they even taught one class. The committee members see value in helping students create a syllabus. However, here again we believe that creating a syllabus could be done in a teaching workshop.
6. The other two requirements of the course (attending Warrington teaching panels and participating in the UF Graduate Teaching Assistant Orientation) could be required by the department Ph.D. coordinators and do not have to be requirements of the class.

Based on the above points the committee recommends:

1. Changing the BET 7171 course into a two day workshop. The two days should be separated by several weeks. Students will be required to read the one or two recommended books before attending the first workshop. Students will be required to teach sessions to peers and videotape them in between the workshops to be analyzed in the second workshop. As part of the workshop students will also be required to prepare a syllabus.
2. While the committee members see the teaching sessions and the syllabus creation as valuable features of the workshop, we also recognize that the design of the workshop content and requirements should be up to the instructor and that the instructor could decide if he or she wants to include these features in the workshop.
3. Departments Ph.D. coordinators will be responsible to make sure students attend two of the Warrington teaching panels and the UF Graduate Teaching Assistant Orientation in their first two years in the program.
4. The committee does not recommend canceling the class that has already begun this semester. However, the committee recommends cancelling the requirements for shadowing a class, the discussion board, and the portfolio creation. In addition, the committee suggests that the reading materials will be reduced to one or two books with the other books suggested as optional readings.