

10-17-2012

# College of Business Council Meeting : 2012 : 10 : 17

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**USFSP College of Business  
College of Business Council  
Meeting Minutes**

**Wednesday, October 17, 2012, noon, Piano Man Conference Room**

**Members Present:** Tom Ainscough, Tom Carter, Bill Jackson, Grover Kearns, Dan Marlin, Todd Shank

The following items were discussed:

1) The following changes and additions to the Annual Review Guidelines discussed and approved. The vote was unanimous.

ARAC Appeals Language:

- a. Faculty members not satisfied with their reviews from the ARAC need to:
  - i. Appeal to the ARAC. This appeal should include the rationale and basis for the appeal and may include clarification to already submitted material. It may not include new material or be based on material not include in the original annual review packet.
  - ii. If still not satisfied, the appeal would move to the Appeals Committee. This committee will consist of three members of the CBC of which no more than 1 can also be a member of the ARAC. If there is overlap between the CBC and ARAC such that this is not possible than the CBC will appoint members from outside of the CBC to serve on the Appeals Committee.

ARAC Combined Categories Language:

For example, a faculty member can be given an intermediate rating such as Outstanding/Strong, Strong/Satisfactory, Satisfactory/Weak, or Weak/Unsatisfactory.

(To be inserted on page 1 of the AR Guidelines, toward the first paragraph, immediately after "...date included in the annual review packet.")

2) Changes to the T&P document were again discussed. These include updating the number of discipline areas, and the formation, composition, and term limits for the full professor committee. The suggested changes will be incorporated into the document for further discussion at our next CBC meeting.