

Federation of Business Disciplines
Board of Directors' Meeting
March 12, 2011

Hyatt Regency Houston (Regency Room, 9:15 A.M.)

Attendees:

Marsha Bayless	President (2011-2012)
Michelle McEacharn	Immediate Past President (2010-2011)
Larry Garner	FBD Vice-President and General Program Chair
Tom Tolleson	FBD Vice-President and General Program Chair-Elect ¹
Betty Kleen	Executive Director and FBD Past-President (2007-2008)
Leonard Love	FBD Director of Marketing
Carla Barber	Director of Placement
Ashish Chandra	FBD Immediate Past President (2008-2009)
Fazlul Miah	Academy of International Business, Southwest
Anisul Islam	Academy of International Business, Southwest
Robert Walsh	American Accounting Association, Southwest
Margaret Kilcoyne	Association for Business Communications, Southwestern U.S.
Lucia Sigmar	Association for Business Communications, Southwestern U.S.
Ann Wilson	Association for Business Information Systems
Roslyn Lisenby	Association for Business Information Systems
Vaidas Lukosius	Association of Collegiate Marketing Educators
Carl Rebman	Decision Sciences Institute, Southwest
Roderick Posey	Decision Sciences Institute, Southwest
Chris Miller	Southwest Academy of Management
Janice Black	Southwest Academy of Management
Rodney Vandever	Southwest Case Research Association
Natasha ee	Southwestern Finance Association
Dan French	Southwestern Finance Association
Nicholas Hill	Southwestern Society of Economists

** If applicable, indicates participation at board meeting as an observer who does not have voting privilege.*

Special Note: The FBD Executive Director, Director of Marketing, Director of Placement, Historian and Webmaster are non-voting board positions.

¹ Tom Tolleson took minutes and provided reports for Barbara Davis, newly elected FBD Secretary/Treasurer.

President Marsha Bayless called the meeting to order at 9:15 a.m. Bayless introduced the Executive Council members and then requested that the remaining members of the Board of Directors (BOD) introduce themselves. After the introductions were completed, Bayless asked that Tolleson provide each member with a copy of the Wednesday, March 9, BOD minutes. After the minutes were distributed and members were given time to review the minutes, Tolleson requested approval of the minutes. Posey moved to accept the minutes as read; Rebman provided a second. The BOD approved the motion.

Bayless then provided the BOD with an overview of the just completed conference; our numbers were up. She stated that she kept running around expecting something to fall on her head. Bayless extended her thanks to all of the 2011 conference program chairs for all of their hard work to make the conference a success.

Bayless asked Leonard Love, Director of Marketing, to give his report. Love stated that exhibitors thought the meeting was exceptional; one complained but always comes back every year. Love emphasized for the FBD Association presidents and program chairs to ask memberships to tell their book reps that “they saw it at the FBD conference” if they adopt a book/simulation/etc., exhibited at FBD. Kleen added that even a company like McGraw-Hill said it was getting tougher and tougher for them to justify their support of FBD. Kleen noted that we may drape off an area at the New Orleans Sheraton to allow them to make demonstrations. Love concluded by saying that the exhibitors were impressed that the FBD President and Executive Director talked with them and asked what FBD could do to improve the conference for exhibitors.

Carla Barber, Director of Placement, shared that 5 colleges and universities posted 11 positions. We had 15 applicants post their vitas with FBD. Barber also briefly reviewed a major change in FBD’s placement experience. We are no longer placing on tables large notebooks filled with hard copies of open positions/vitas. Attendees now view PDF via laptops in the Cyber Café. This approach has significantly reduced the shipping costs associated with placement. (Several large plastic tubs of materials were shipped to and from the convention site each year.) Barber noted that some attendees said that they did not know about our placement services. Kleen responded by saying that FBD contacted PhD directors from 5 states but that in the future we are going to expand that number. We are also working on a new contact system. Kleen noted that many schools have either hiring freezes or reducing their number of tenure-track positions. Kleen and Barber encouraged the membership to talk to graduates and have them use the service.

Betty Kleen, Executive Director, gave her report. We began by stating that FBD met our Food & Beverage minimum; she noted that we had a couple of snafus with timing, but we got it right. The Hyatt Regency Hotel did provide the coffee break on Friday morning (up to \$3,000). The Audio Visual floaters (an extra person to trouble shoot) were very good with basically no glitches. Kleen that one room mix up was the fault of Bayless and herself. The SWAM reps noted that on Friday morning the non-FBD group next to them was very noisy, shouting. Kleen noted that hotel employees very helpful—asked how may I help you. The AAA-SW rep commented that his group really did need a screen as large as the one that was provided although he did not agree with the AV personnel at first. Wednesday night awards dinner very good.

Bayless then asked Larry Garner, 2012 General Program Chair and Vice-President, to speak. Garner stated that as of today we begin our walk back to New Orleans; Garner noted that many members are looking forward to going back. The 2012 meeting will be the first time since 2001 that we have held the FBD meeting in New Orleans. Garner also noted that Boot Camp is planned for either the end of May or the first part of June. Garner concluded by stating that we are off and running.

McEacharn then reviewed the criteria for serving on the FBD Officers Nominating Committee: The committee should consist of the three most recent past presidents willing to serve plus two other members from associations (but not from associations represented by the past presidents currently on the committee). Natasha Delcouree and Carla Barber were nominated. Motion made and approved.

Kleen noted that we need an individual to serve on the Site Selection Committee. The committee is comprised of the Executive Director (Kleen, ABIS), the most recent FBD President willing to serve (Bayless, ABC) and one more person, who must be from an association other than the first two members.

Kleen stated that each committee member is reimbursed up to \$250.00 per site visit. When asked about which city (cities) the committee will visit, Kleen shared that the place(s) will depend upon who responds to “Call for Proposals”. Normally for our site visit, the hotel will comp the rooms. The visits usually take place on the weekend. Chris Miller (SWAM), alternate Natasha Delcoure (SWFA) were nominated. Motion made and approved.

Kleen reminded everyone that for New Orleans we are at the Sheraton (with a 1060 room block). We must meet 80% of our room block to get the hotel concessions outlined in our contract: Meeting space, staff rates for rooms, complimentary breakfast for BOD. FBD will not be meeting during Madi Gras week. Kleen called everyone’s attention to the fact that our 40th conference anniversary will be in Albuquerque, New Mexico. In Albuquerque, FBD will be using the Convention Center. We will hold Food & Beverage events in the convention center. Our rate is \$139 (single or double). Kleen asked if the Board would approve pursuing a contract with Houston Hyatt for FBD’s 2015 meeting and noted that long-term relationships are beneficial. A motion to hold our 2015 at the Houston Downtown Hyatt was made and approved. Kleen asked, “Do we want a room rate that provides a rebate back to the hotel?” Group was generally favorable to a rebate. A suggestion was made to ask for valet parking reduction in the new contract and also explore rates if we offer to come back in 2019. Discussion also arose about how we could make McGraw-Hill happy. Pearson went off-site to get a room for a demonstration. Rooms to make demonstrations will be perceived as “value-added.”

Bayless brought to the floor a discussion about an FBD dues increase. Three people volunteered to serve on the committee. Janice Black (SWAM), Dan French (SWFA), Margaret Kilcoyne (ABC). Rounding numbers, our AV costs were \$30.00 per person. Discussion ensued about association payments. All fees should be collected by the secretary/treasurer.

Discussion also arose about no shows. The SWAM reps stated that SWAM can put up a revised program. What about FBD? Kleen noted that FBD can strike through the FBD program posted on the website. Bayless also suggested that we send a letter to the scheduled presenter and to that individual’s Dean. Kleen also stated that she would design a certificate for the associations to use as a “Certificate of Attendance.”

Bayless noted that FBD needs a Statement of Academic Integrity. She shared that one person presented the same paper four times; another person received best paper award for the same paper. Bayless shared that we do not have a policy addressing this issue. Only the general program chair sees the final overall program. Motion to approve Statement of Academic Integrity Statement carried. Addendum to these minutes includes the Statement of Academic Integrity Statement.

Kleen will work with Barber to institute a year-round placement system. McEacharn stated that we are still working on starting an FBD journal. One major issue is finding someone to serve as editor and to form an editorial board.

Improvement suggestions: Do we like Meet and Greet? Most of the members responded favorably to the Meet and Greet function. A new communication system will allow us to conduct a survey after the conference. A software vendor was mentioned: Qualtris—has offered free use to regional ACME. Another idea was to bring an officer information sheet to the Wednesday BOD meeting so that the officer information is collected early at the conference.

Meeting was adjourned at 11:00 a.m.

ADDENDUM

APPROVED STATEMENT OF ACADEMIC INTEGRITY

Your paper should not have been previously published or previously presented at FBD. Please indicate to the program chair if your paper is currently under submission to another FBD association. If your paper is later accepted by another FBD association, it is your responsibility to notify the appropriate program chairs.