

**PPJSA BOARD OF DIRECTORS
MEETING AGENDA**

November 19, 2004, 11:30 AM

Order of the Meeting:

1. Chair calls meeting to order, Secretary takes attendance

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|-----------------|---|-----------------|---|
| Hollis Ghobrial | — | Neal Carlson | — |
| Gerhard Golden | — | Louisa Keyes | — |
| Tim Okabayashi | — | Justin Manford | — |
| Chewy Redding | — | Robert Prohl | — |
| Haukur Skúlason | — | Laurie Tonnesen | — |
| Elizabeth Tobin | — | Elisa Shen | — |

2. Secretary reads old minutes

3. Comments from Chair

Tim briefed us on the student proposal being made by James Peery, Burdette Huffman, and Taylor Holladay and stated students can attend and observe JSA meetings, so long as we know in advance that they wish to attend.

Elizabeth briefed us on the MBA Program Committee composed of faculty and 2 students. Elizabeth's report: Their goal is to integrate and coordinate core courses and to maximize the content. This committee wants to have focus groups including as many diverse students as possible, to identify key issues. The deliverable is a report of issues to be addressed. The issue of students placing out of core classes was raised in this committee. However, how a "sufficient level" of knowledge would be assessed is unclear and how teams would be impacted is an issue. The workload was discussed; faculty guidelines are that workload outside of class should be 4 hours per week. Tim proposed that Burdette's group may tie in well with the MBA Program Committee.

Tim reported that he provided comments to David Case re:curriculum suggestions provided by students.

4. Committee & Director Roles reports:

- a. Social: Golf Tournament and End of Semester Party – slated for December 16 and Elisa is looking into locations; looking for best time for end of semester golf tournament – Haukur is taking lead on this.
- b. Treasury: JSA doesn't have checkbook from past treasurer so we can't pay CCC for Monte Carlo night. Tim is working on getting checkbook.
- c. Election: None
- d. Orientation: None
- e. Technology: None

5. Action items

Investiture video and MBA merchandise – **Tim** is working on this

Name tags – **Justin** knows who to talk to about getting these

Doors between classroom and break out rooms – **Laurie** will work with Christa

Get the checkbook from the former Treasurer – **Tim**

End of semester golf tournament – **Haukur**

End of semester party – **Elisa**

Involvement with curriculum committee: **Justin and Louisa** will email David Case about their involvement with this committee.

6. Old Business

- JSA communication initiatives – First years to set up room for students to come talk with representatives.
- Coffee colloquium food – requests have been made for breakfast tacos

7. New Business

- Presentation by Burdette Huffman, Taylor Holladay, and James Peery

8. Chair closes meeting