**University of San Francisco**

**School of Management**

**Department ofPublic and Nonprofit Administration**

**Meeting Summary**

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| Date: 9/6/2011 |  | Start  Time:  10:30 |  | End Time:12:10 |  | Location:  MH 405 |  |

**Who was there** *(Indicate attendees and who chaired the meeting*.) Larry Brewster, Chair, Jo-Ellen Radetich Department Assistant, Kim Connor, Richard Waters, Maury Penner, Michael O’Neill, Monika Hudson, Kathleen Fletcher, Rich Callahan, Gleb Nikitenko, Jim Shaw, Catherine Horiuschi, (Associate Dean of Graduate Management Programs), Tony Ribera, Stan Buller

Absent: Richard Johnson III

Guest: Lynette Ferguson, Director of Graduate Career Services

**Topic of Meeting** *(Attach a copy of the agenda if possible.)* • Role of Career Services (Lynette Fergurson -guest) is primarily professional development and business development- her clients are not necessarily first time job seekers, but students seeking a career transition. Lynn specializes in referral sources.

•Concern from students is primarily length and cost of the program.

•Discussion regarding the 2, 3 and 4 unit courses. The number of units and courses varies widely across the SoM. (Generally students are not interested in the two unit courses)

**Decisions Made and Policies Approved** *(Provide a clear statement of decisions and policies. If a vote was taken, indicate the vote count.)*

**•**Agreed that the lunch date for the Pi Alpha Alpha society will be Tuesday, October 18th with a formal lunch and Thursday, November 17th for the student ceremony in the evening. ( MPA graduate students only). Richard Johnson III heads up Pi Alpha Alpha Society

**•**Michael O’Neill appointed to the GPC committee.

**•**Monika Hudson volunteered for the UPC committee.

**•**Richard Waters volunteered for the FDC.

**•**It was decided unanimously that any international outreach would be postponed until after the NASPAA visit.

•Consensus: re Faculty lines- unanimous decision that the faculty line should be given to the health care/reform concentration. – (because that is what attracts most students)

**Action Items to be addressed after the meeting** *(State the action item; indicate the name of the person responsible for it, and the date it is to be completed.)*

. •It was decided that electing a new department chair should be done prior to the NASPAA visit. Jo-Ellen will coordinate the (confidential) election. Michael O’Neil will consider being the new chair.

• Ongoing future discussion regarding 2,3 and 4 unit courses. (entire PNA Dept.) If we go to a four-unit model, which courses would be sacrificed in terms of content? (Brewster) Do we have the administrative capacity? (Callahan)