Meeting was called to order at 3:15 pm

1. Minutes of the October 15, 2007 meeting were approved with the stipulation that the exact wording of the motion recommending changing the AQ threshold for Faculty teaching graduate courses be used in the minutes.

2. The agenda, as distributed, was approved subject to the addition of one item of old business (see 7 below).

3. The Committee briefly discussed the potential change in definition of AQ for part-time Law Faculty who are also engaged in a significant and active law practice. Because the Committee would like to hear from Kathleen Lacey about how many Faculty would be potentially affected, no motion was made and the issue was tabled until the next meeting.

4. Based on the recommendation of the Marketing Faculty and supporting documentation, the Committee voted unanimously to re-classify *Journal of Consumer Affairs* from the “quality” category to the “high-quality” category in the CBA rankings document.

5. Mary noted that Faculty in accounting and management have published articles in currently unclassified journals and that these need to be classified for AACSB purposes. Herb and Josh will work with their respective departments to develop recommendations to the Committee.

6. The Committee discussed various approaches to law journal rankings but reached no definitive conclusions about how to proceed. This agenda item will be carried forward to future meetings.

7. Under old business, the Committee continues to get requests from Faculty to evaluate publication outlets prior to the submission of manuscripts. Consequently, to avoid future misunderstandings and make the procedure transparent to everyone, the Committee wishes to explicitly state the procedure that will be followed for adding publication outlets to the current CBA rankings as follows:

   *Faculty wishing to have journals or other publication outlets added to the CBA rankings should first present information and documentation to their respective department requesting that the department evaluate the evidence and develop a recommendation that will then be forwarded to the Committee (along with the appropriate documentation and justification). The individual departments are in the best position to evaluate the evidence.*
and make recommendations to the Committee since they are experts on the subject matter and will be generally more familiar with the individuals on editorial boards, etc. This procedure also ensures that there is open and public dialogue about the ranking of journals.

The meeting was adjourned at 4:45 PM.

Respectfully submitted,

Herb Hunt
Recording Secretary

These minutes have been approved.