Sheila,

Attached are the pages that back-up the Institute for Business Integrity that support the workload proposal we sent to you and that we discussed in Academic Council. I promised to send them to you so that they could be posted for committee members to review.

Don
MEMO

To: Donna Dillingham-Evans, Vice President

From: David P. Borris, Dean

Date: August 30, 2006

Re: Request for attached template concerning Institute for Business Integrity
to be included as Consent Calendar Item to Board of Regents

We request that the attached template outlining the Institute for Business Integrity
be submitted to the Board of Regents as a consent calendar item for their review
and approval.
Dixie State College Proposal to Establish and Institute for Business Integrity

SECTION I: Request

The purpose of the Institute for Business Integrity is to provide a special ethics resource to the college and community at large. This will be accomplished by the following:

- Integrate ethics across the business curriculum
- Offer ten business seminars during the academic year
- Develop a website which describes DSC’s effort in promoting business integrity and provide information links to assist businesses in improving their own business integrity practices and culture
- Recognize businesses in the region which exemplify integrity in their business practices
- Partner in this effort with the Small Business Development Center, St. George Chamber of Commerce, and the Washington County Economic Development Council
- Establish and utilize an advisory committee to assist the Director in the promotion of the Institute
- Explore the possibility of conducting a regional or national conference on business integrity

SECTION II: Need

Dixie State College is pursuing accreditation with the Association of Advance Collegiate Schools of Business (AACSB). AACSB requires ethics to be integrated into the business curriculum. Dixie State College plans to accomplish this by offering a required course in Business and Professional Ethics and seeing that each undergraduate course integrates ethics into their curriculum.

SECTION III: Institutional Impact

The recent malfeasance such as WorldCom and Enron continue to weigh on investors’ trust in the market place. Similar breaches of public and private trust occur in large and small organizations throughout the entire world. Never has it been more critical to promote business integrity. Corporate America is pleading with the Colleges of Business to partner with them to restore the public’s confidence in their leadership.

SECTION IV: Finances

The cost to run the Institute will be approximately $17,100. The resources needed to finance this activity will initially come from a discontinued program within the Business Department, but the college is currently seeking funding from outside sources.
The budget for the program will be as follows:

- Eight hours of reassigned time: $4,000
- Honorariums for speakers: $10,000
- Current expense (advertising): $3,100

Eventually there will be the opportunity for college students to earn college credit for their participation in the IBI forums. This new program is intended to enhance the D business program curriculum and foster a greater understanding of, and appreciation for, proper ethical practices in the business community. It is designed to improve the quality and desirability of future DSC graduates, rather than to increase enrollment. The IBI have no adverse effect on any DSC instructional program or any existing administrative structure. No new facilities or equipment will be required.
Signature Page

Institution Submitting Proposal:

Dixie State College of Utah

College, School or Division in which program/administrative unit will be located:

School of Business, Science & Health

Department(s) or area(s) in which program/administrative unit will be located:

Business Department

Program/administrative unit title:

Institute for Business Integrity

Recommended Classification of Instructional Programs (CIP) Code:

Business 52.0201

Certificate, diploma and/or degrees to be awarded: none

Proposed beginning date: Fall 2006

Philip Lee, Chair, Business Dept.

David P. Borris, Dean, School of Business, Science & Health

Lee G. Caldwell, President
Dixie State College of Utah

Donna Dillingham-Evans,
Vice President, Academic Services
**WORK LOAD RECOMMENDATION FORM**

Date: 06/19/12  Name of Submitter: William Christensen

Work Load Change: X Permanent  ___ Temporary

**Recommendation:**
Establish workload for the faculty member handling the Institute for Business Integrity within the Udvar-Hazy School of Business. The Institute was established in Fall 2006 as a consent calendar item to the Board of Regents. Within the original proposal was the commitment of the School of Business to fund the costs of the program and the college’s granting of eight hours of release time (4 per semester Fall/Spring) for the coordinator.

**Justification:**
This will place the workload release as granted per the 2006 proposal into the formal college workload policy.

**Recommendation Impact:**

<table>
<thead>
<tr>
<th>What position would this apply to:</th>
<th>Coordinator of the Institute for Business Integrity within the Udvar-Hazy School of Business.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Related College Activity:</td>
<td>None</td>
</tr>
<tr>
<td>Who else might want to claim rights to this change:</td>
<td>None</td>
</tr>
<tr>
<td>What college policies would have to change for this recommendation to be adopted:</td>
<td>No policy changes</td>
</tr>
<tr>
<td>What is the academic impact of this recommendation:</td>
<td>4 workload release factors per semester for the coordinator who is a faculty member within the Udvar-Hazy School of Business</td>
</tr>
<tr>
<td>What is the financial impact of this recommendation:</td>
<td>$4,400 per academic year – Fall/Spring</td>
</tr>
<tr>
<td>Per Semester Costs:</td>
<td>4 workloads release time - $2,200</td>
</tr>
<tr>
<td>Faculty Load Reductions:</td>
<td>4 workloads per semester</td>
</tr>
<tr>
<td>Adjunct Replacement:</td>
<td>Not applicable.</td>
</tr>
<tr>
<td>Where has this recommendation been implemented or what other models support this recommendation:</td>
<td></td>
</tr>
</tbody>
</table>

Signature: [Signature]

Chair’s Signature:  Comments:  

Dean’s Signature:  [Signature]  Comments:  

Work Load Committee Recommendations: X Approve  ___ Disapprove

Signature: [Signature]