COBA LEADERSHIP TEAM (CLT)
Thursday, February 2, 2012
2:00-4:00pm, Glass 400B
MINUTES

1. Career Services  
   Jack Hunter & Margie Stewart
   a. Graduate Tracking
      i. Representatives from Career Services gave an overview of the graduate tracking system

2. FCTL  
   Mike Fisher & Bruce Richards
   a. Tools for on-line and blended faculty
   i. Representatives from FCTL gave an overview of some of the technology they offer for on-line and blended courses

3. Dean Bryant’s updates  
   Stephanie Bryant
   a. Faculty awards
      i. Dean Bryant is interested in reinstating faculty awards in some capacity for teaching, service, and research; Department Heads were asked for input
         1. Department Heads like the idea of getting the students involved
            a. Scale would need to be established for large vs. small classes
         2. Internal awards program is needed
         3. Research recognition is needed (quality vs. quantity)
   b. “Best Professor” survey
      i. On-line survey for students to complete
         1. Limit the number of times a student can take the survey
   c. Update on supplemental course fees
      i. Dean Bryant discussed current issues related to supplemental course fees
         ii. Supplemental course fees will be discussed more at a later date
   d. USA Today readership program
      i. Department Heads were asked to poll their faculty on the usage of the newspapers in their classrooms
   e. COBA marketing brochure
      i. Short-term fix
         1. Add FID
         2. Dean Bryant added to Dean’s page
         3. Better looking paper
   f. COBA name change
      i. Feedback for dropping “Administration” from COBA
      ii. Statistics will be looked at of how many schools continue to have “Administration” in their name
   g. COBA recruiter
i. Job description was sent to HR; waiting on approval
ii. Paid for with graduate differential tuition

h. Executive Advisory Council update
   i. Great attendance
   ii. Positive feedback
   i. Other

4. Associate Dean Meinert’s updates
   
   Dave Meinert
   
   a. MDI Update
      i. “Thank you” to departments that helped by lending assistance for admin. position
      ii. Re-organization will occur
   b. “NOPS International Summer School” (Qingdao University)
      i. Student on campus supposedly serving as an “agent”
         1. Attempting to recruit Chinese students to attend summer school in China and then transfer credits to MSU
            a. Concern raised that students will not follow the correct procedure for transfer credits
            b. ISS plans to email all international students regarding transferring credit to MSU. Students are encouraged to seek preapproval for prospective transfer credits
      c. Culture/commerce tours for COBA China campus faculty
         i. COBA will no longer provide financial support for tours, however, staff will assist faculty in arranging their own personal tours.
   d. Other
      i. SGA met with Dr. Meinert to learn more about the EMBA program
         1. Students have gone to SGA to complain about not being eligible for this program
         2. Program is contractually limited to sponsored students

5. Associate Dean Rozell’s updates
   
   Libby Rozell
   
   a. Accreditation update
      i. Almost 3 portions of the report are complete
      ii. AOL
         1. Need meetings with course coordinators so we can get the data from this last semester
      iii. Encourage faculty to update their publications in Digital Measures
   b. MBA
      i. Department Heads can expect a MBA schedule soon
   c. MBA AOL
      i. Department Heads need to be responsible for the AOL data for the MBA courses in each department
   d. MBA on-line
      i. Will begin to offer an MBA program completely on-line
      ii. Hoping to start this in Fall 2012
   e. Student evaluations for teachers
i. Met with Computer Services to discuss what errors happened this last time
ii. COBA needs to come up with a college policy for evaluations
   1. All sections need to be evaluated
f. GA update
   i. Two graduate assistants will be reallocated to the larger class sections for MGT and MKT
g. Other

6. Advising update
   a. Two new advisors
   b. 475 students to be admitted to COBA for this semester

7. Department updates
   Sandy Culver

Meeting adjourned at 4:12 P.M.

Spring 2012 Calendar Notes

February
10
20

Faculty submit dossiers to department heads for annual evals
Presidents’ Day – No classes/Offices closed

March
19 – 23

Spring Break – No classes/Offices open