

COB LEADERSHIP TEAM (CLT)

November 8, 2018

MINUTES

Attendees: David Meinert, Neal Callahan, Ron Coulter, Brenda Crebs, Sandra Culver, Joshua Davis, Jeff Jones, Melissa Price, Kent Ragan, Elizabeth Rozell and Dick Williams.

- I. Dean's Agenda Items
 - a. Announcements:
 - i. Fee Requests due to Greg by November 16, 2018 – Josh review MSCIS Course # and Fee
 - ii. Online Bootcamp – January 7-11, 2019
 - b. Discussion:
 - i. User Support Advisory Board Committee (USAC) Report – (See handouts) A system is being investigated to track all IT support with a university-wide system which would address issues experienced by COB. It would also give data for utilization per college.
 - ii. Enrollment Update – SP19 enrollment is currently 15.2% lower than this time last year.
 - iii. Admin Council Retreat – Dean's will be presenting their ideas for increasing enrollment. COB will present: MAC online, IT, adding addition cybersecurity tracks, OTC Pathways, Accelerated Graduate Programs, etc.
 - iv. Blackboard Ally Communication and Training Plan (see handout) Courses will not be 100% compliant, but software will be tracking compliance levels and data will be used to address issues. IT will be identifying Ally Ambassadors to provide support in colleges, and volunteers will receive a small (\$300?) stipend.
 - v. Personal Financial Disclosure Statement – Form is completed for each calendar year. If you leave the university mid-year, you are still responsible for completing.
 - vi. A meeting with MIT Faculty regarding issues with the merged department will be held next week.
 - vii. Course Evaluations – Ensure GAs are completing as scheduled. Also originals should not be submitted with T&P packets. It is the individual faculty member's responsibility to retain their own evaluations.
 - viii. PAF Logs – Each department will have a multi-tabbed spreadsheet in a shared drive to input PAFs which will make it easier to track for budget purposes. Signature authorization will be split between Dean and Associate Deans.
 - ix. Search Updates:
 - a) MKT Department Head – Skype interviews are scheduled tomorrow with 2 candidates and then we will move forward with on-campus interviews.
 - b) FGB Department Head– Three candidates are scheduled for on-campus interviews and those will conclude by mid-December.
 - c) SOA – Pool is limited for this position and we are investigating using a search firm. Dr. Meinert will be contacting search firms next week to get costs. Dean Meinert will update the one internal applicant.
 - x. Foundation has asked COB to sponsor a table at MarooNation Ball in St. Louis and Kansas City – send Dr. Meinert names of alumni of Advisory Council members who might be interested to determine if we can fill a table.

II. Associate Dean Topics

a. Dr. Ragan

- i. SP19 software requests due 11/15
- ii. SU19 closures: 347, 350, 388, 434, and 467 unavailable [Friday, May 17 through Friday, Aug. 16, 2019](#). 102 possibly closed May/June intersession
- iii. FA19: Plan on Glass 467 seating 48 and Glass 102 seating 140. Checking on 434. Will confirm as soon as possible.
- iv. EMBA: SP19 two general cohorts
- v. Classroom Bulletin Boards – Let Dr. Ragan know of utilization in your classrooms, unused ones will be taken down.

b. Dr. Rozell

- i. Journal page fees committee – Dr. Rozell met with the committee and there does not seem to be a university-wide issue. The consensus was to watch and get back to Provost with recommendations. Discussion ensued about our current Cabell's subscription. Dr. Meinert will check with other Deans.
- ii. FQ process and policy for administrators –FEC is looking at policy manual and has made some suggestions. AACSB does not require the current process (faculty committee's evaluations FQ) – do we want to continue. If we return to DH's being responsible for FQ evaluations, it was agreed there needs to be an appeal process. Dr. Meinert will meet with the FEC. The policy for administrators is under review and they are considering a pathway.
- iii. Tutors for tutoring lab - GAs are preferred over undergraduates, and it is getting too late to hire student workers for spring. GAs will continue through spring 2019. BAC has gotten feedback that hours for semester need to be posted early.
- iv. Saudi students from Canada – Patrick Parnell indicated that they are coming. It is a non-AASCB school. Course descriptions seem very close to what is offered at MSU. CLT was in agreement with a one-time approval.
- v. Graduate Outcomes process – The process was supposed to be streamlined, but that does not seem to be the case. The solution is to catch them prior to graduation in MGT 487. Melissa will develop a form to be distributed in class at the end of the semester.
- vi. T & P deadlines
 - a) November 9—DH complete their assessments of candidates
 - b) November 12—dossiers due to Rozell
 - c) T & P workshop—Friday, November 9, 11-12, GH 487
 - d) Reminder of February 4 date—PLEASE forward the email I sent to your faculty
- vii. Open House numbers – 130 applicants total
MAcc 22, MHA 0, MBA 98, Cyber 10
- viii. Crowder College Discussions – They did not like the title of General Business, but they liked the online pathway and CIS. In the past we have not had many students from this partnership.

BAC: Sandy attended a software demonstration for a CRM with Chatbox. It was interesting but they will be reviewing more software. Two searches currently open for advisors.

MKT: Working to fill two positions with viable candidates. Working with Dr. Rozell on CoAG students who feel they don't need our prerequisites.

MARCOM: Scholarship banquet on Nov. 16th, please let Melissa know if you are bringing spouses so Dr. Meinert can obtain approval from Provost. There has been an increase in student visits this semester. Two classes from GoCaps coming in on 20th before break. Working on a #thankful campaign for--- 1: video board – but they need content to get started. Please send your # to Melissa or Mary Grace. There are some issues with the Expo Center for Career Fair next year. Tentative dates are SOA - September 4th and COB is September 10th. We would rather hold the events earlier to accommodate employers.

SOA: Dr. Williams just returned from Hayworth School of Business which is a union school for faculty which has its own set of issues.

MIT: Final signature has been received on UG Cyber track. Updates to MSCIS nearly complete, should be able to relaunch an online version without state approval. Student Chapter of AITP went to regional competition and took 1st place in Cybersecurity, 1st in Troubleshooting and 2nd place in Office.

FGB: Next week is the Dean's Research Seminar sponsored by the Baker Chair of Insurance. Emails were sent to DHs to send to faculty. 12:30 – 1:30 in Glass 354. Send reminders to faculty to create Blackboard core shells early.

Meeting adjourned at 4:00 pm.

Mark Your Calendars

Nov 9 – Veterans Breakfast, 9am PSU Ballroom

Nov 15 – Deadline for Software Requests for spring 2019
November 20th – Thursday evening classes meet, Tuesday evening classes do not meet.

Nov 21-25 – Thanksgiving Holiday (no classes)

Nov 26 – MSU/United Way Celebration Lunch 11:30 am PSU Ballroom

Dec 4 – President's Holiday Open House, 204pm, PSU Ballroom

Dec 6 – CLT

Dec 7 – COB Holiday Lunch - Atrium

Dec 10 – Foundation Holiday Reception, 4-7pm, Alumni Center

Dec 14 – Fall Commencement – COB 1:30 pm

Dec 20 – Jan 2 – Winter Break – University CLOSED

Jan 9 – Staff Awards Luncheon, 11:30 am, Hammons Student Center

Jan 19 – Maroon Nation Ball in St. Louis, 6pm

April 24-26, 2019 – Collaborative Diversity Conference