

***COBA LEADERSHIP TEAM (CLT)***

***Thursday, May 3, 2012***

***2:00-4:00pm, Glass 400B***

***MINUTES***

Present: Dean Stephanie Bryant, Sandy Culver, Kate Mendenhall, Rowena Stone, Drs. Joye Norris, Dave Meinert, Elizabeth Rozell, Dick Williams, Jerry Chin, Kent Ragan, Barry Wisdom, Ron Coulter, Bill Donoher, Steve Thomas

1. Evening college *Joye Norris*
  - a. Joye Norris came to speak about the new program, “Evening College Plus”
  - b. John Tally, Director of Adult Student Services
    - i. Recruiting for night general business program
  - c. Reserve of seats in the classroom for these students
  - d. Program is funded out of the Provost’s Office
  - e. General education courses will be in Strong Hall
  - f. Special faculty training for blended courses
    - i. 8 week courses
  - g. Help to Department Heads in recruiting Per Course instructors
  - h. Questions and comments from CLT members
    - i. Dr. Einhellig has agreed to fund COBA for 1 year (Fall 12 – Spring 13) for the night general business program
      1. General business night program is a 2 yr. program
    - ii. Will survey students to measure success of program
    - iii. Joye will meet with Department Heads to discuss options
      1. Ad will be run for faculty positions
      2. Applications and qualifications will be sent to Department Heads for review
      3. Per Course for COBA must be PQ
2. Dean Bryant’s updates *Stephanie Bryant*
  - a. EAC review
    - i. Dean Bryant reviewed the events for Thursday evening’s dinner and Friday’s EAC meeting
  - b. Welcome weekend 2012
    - i. New Student Convocation involvement from COBA
    - ii. August 19<sup>th</sup> @ 2:00 P.M.
    - iii. Dept. heads were asked to think about options and get back w/ Dean
  - c. Student Organization Showcase
    - i. First or second week of classes
    - ii. Student Organizations set tables up in the halls to recruit
  - d. COBA awards process
    - i. Scholarship banquet during the fall
    - ii. COBA awards recognized at EAC meeting this year
    - iii. Going forward – COBA Awards will be recognized at a spring reception

- e. 3 yr. T & P guidelines review for this year
    - i. Accounting & Marketing
      - 1. Mandatory training for department heads
      - 2. Process starts in fall
  - f. Foreign travel
    - i. Review of process
    - ii. Only if the department head truly approves of the proposal should it be signed and sent to Dean Bryant
  - g. AQ/PQ
    - i. Four individuals that are permanent full-time faculty currently classify as “other”
      - 1. Department heads encouraged to meet with these individuals to form a plan towards becoming AQ or PQ
    - ii. Guidelines need to be communicated so that faculty are knowledgeable of what is expected
3. Other
- a. MGT 286, MGT 340, MGT 341 proposal *Steve Thomas*
    - i. Proposal to drop MGT 286
      - 1. Importance/effectiveness of the course evaluated
      - 2. Before the 1990s it was a writing course
      - 3. Business communications deemphasized
      - 4. Considerable variation in content and emphasis across sections
      - 5. COBA is a professional program and should not be teaching writing
      - 6. Large class sizes limit opportunities for practice and feedback
      - 7. There are non-COBA alternatives for writing and oral presentations
    - ii. Add MGT 341 as COBA core requirement
      - 1. MGT 341 – Managers as Leaders and Motivators
    - iii. Modify content of MGT 340
      - 1. Assessment results of MGT 340 revealed deficiencies in several areas
      - 2. Historically 340 has too much content
        - a. MGT faculty have revised 26 knowledge-based competencies into 12
      - 3. MGT 340 – Managers as Organizers, Decision Makers, and Strategies
    - iv. Other Features
      - 1. Common texts, custom published, highly integrated, and in multiple formats
      - 2. Content more standardized
      - 3. MGT 340 knowledge-focused and can be taught in large lecture sections, online, or blended

- 4. MGT 341 will offer skill building and experiential learning so class size and delivery will be limited more
- v. Feedback of CLT
  - 1. Students need help in writing
  - 2. Department heads were asked to think about the proposal
  - 3. Proposal and solutions will be discussed at a future meeting
- 4. Departmental updates *CLT members*
  - a. CLT members shared updates on happenings in their area

Meeting adjourned at 4:12 P.M.

**Spring 2012 Calendar Notes**

*April*

17 – 20	MSU Public Affairs Conference
21	Showcase

*May*

11	COBA Executive Advisory Council Meeting
	Study Day
12 – 17	Finals week
15 – 29	Dean Bryant – Vacation
18	Commencement
25 – 28	Memorial Day – No classes/Offices closed