

COB LEADERSHIP TEAM (CLT)

July 8, 2019

2:00 – 3:30 pm * Dean's Conference Room

A G E N D A

I. Dean's Agenda Items

a. Announcements:

- i. PAF's for NEW GA's for FA19 are due July 15 in the GRAD College of Business
Late submissions are problematic and often result in GAs missing their first monthly payment.
- ii. MSU will be transitioning all phones to VOiP (actual date for COB TBD)
- iii. Administrative Council/Academic Leadership Council (ALC) Retreat, July 11 (Glass 486)
- iv. Academic Leadership Council (ALC) Retreat, July 31 (Darr AG Center)
- v. COB Retreat, Tue July 30, 8am (efactory, light breakfast & lunch provided)
- vi. FA19 Searches
 - a) SOA Director – first date of consideration October 7, 2019
 - b) MGT Department Head – first date of consideration October 7, 2019
 - c) Associate Dean – Internal search only
 - d) MGT Assistant Professor (tenure track)/Clinical Assistant Professor (non-tenure track)
 - e) FIN Assistant Professor
 - f) MKT Assistant Professor, Logistics & Supply Chain Management
- vii. General Degree Policy Update – Minors (handout) (i.e. Accounting majors cannot have an accounting minor, graduates cannot add a minor after-the-fact)
- viii. Draft MSU-OTC Pathways Shared with OTC (handout)
- ix. PSU Seeking Student Run Business FA20 or sooner (?? ENACTUS, ENTR Program) **Jason DeBode plans to meet with PSU's Terry Weber to preview space and discuss potential ideas.**

b. Discussion:

- i. Scheduling section times (see handout)
 - a) <https://www.missouristate.edu/registrar/SchedulingSectionTimes.htm>
Avoid scheduling atypical times as they present an additional scheduling constraint for students (e.g., one course can span two standard course times).
- ii. Workload Reduction (Per COB Policy Manual updated 5/16/19) **Dave will email full policy approved by FEC in May. At the Bachelors level, COB did not meet the 60% SA, PA and SP coverage.**
- iii. Bears of Distinction (Nomination Deadline (10/1) – **This is a high visibility event for the University and great opportunity to recognize COB alums. Department heads were encouraged to be identify potential nominees. Dave will remind everyone early fall and will discussion nominations during a CLT meeting.**
 - a) Bears of Excellence
 - b) Volunteer(s) of the Year
 - c) Award of Excellence in Public Affairs
 - d) Outstanding Young Alumnus
 - e) Outstanding Alumnus Award

- f) Lifetime Achievement Award
- iv. Fletch – Attendance Via Smart Phone Proximity (BLE) (handout)
 - a) <https://fletchapp.com/#how-it-works>
 - b) \$3/year, identify classrooms, vendor installed BLE beacon
 - c) Should COB pilot in 101, 102 and/or 108
 Downsides: Someone has to pay \$3 per student, most instructor's direct students to turn off their phones.
 Do we want to pilot this? Dr. Ragan is going to do some additional research.
- v. Employing Out-of-State per course instructors for online sections
 - a) MSU must have a business presence in any state that per course instructors live/work. Before hiring any out of state per course instructors, contact Payroll. Dave will contact payroll for a list of approved states.
- vi. AY19/20 Office Assignments – Due July 15th
 - a) Provide Kent and Stef with list of office changes & assignments
 - b) COB Directory will be ready for review in early August
 - c) Touch Screen Directories updated for fall semester
- vii. Summer Visit Day (7/26) - For high school juniors for 2 hours in the morning, bring specific department handouts/brochures to the PSU. Let Melissa know who your reps are. Afternoon is open house in Glass Hall. Melissa will send out registration list. There needs to be at least one faculty person with students.
- viii. YouVisit COB Tour (demo)
 - a) Draft Tour – COB tour will include one or two stops on the University's tour. The COB tour will have a total of 10 stops. YouVisit will be here August 12th – 16th.
 - b) DH role Melissa will contact DHs for assistance in prepping spaces and/or identifying students and/or faculty to appear in the COB stops. She will likewise request information or photos/videos to include with each tour stop. A tour guide (professional) will provide a narrative for each stop, and there will be photos, videos, etc on the side bar.
- ix. Action Plan & AC/ALC Retreats – Enrollment and Retention (see handout)
- x. Areas of Responsibility – Dean & Associate Dean (see handout)
- xi. AACSB Annual Report (Pre-Retreat Reflection Topics)
 - a) PRJs – Discussed increasing summer research grants for PRJ articles
 - b) # research workshops – this number dropped
 - c) Faculty Qualifications (FQ) by Department
 - d) 8 full-time and per course faculty deemed “other”
 - e) BS course coverage deficient in SA+PA+SP coverage
 - a. IPs and Others generating too many credit hours
 - b. Leverage an SA for at least one large section in each dept

II. Associate Dean Topics

a. Dr. Rozell

- i. Tutoring Lab Usage and canceling of tutors (See handout) – 9am – 3pm are the core hours. There needs to be a back-up plan if tutors cancel.
- ii. Departmental Research workshops – There were 25-27 research workshops last AY, this year there were only seven. What is a reasonable number of workshops per year?

- iii. Faculty on bubble for SA status –Encourage faculty to maintain their SA status. A combination of additional SA faculty and/or an increase in SP (vs. IP) status will help in achieving the AACSB minimum.
- iv. BAC enrollment management - Faculty should not add students to their classes, there is a process for waitlists administered by BAC.
- v. New FQ form for next year – With the revisions approved by FEC, we are taking out the section about committee approval. DHs will determine faculty status, with appeals routed to the Dean.
- vi. T & P Workshop October 18th, 9:00am – 10:30am
- b. Dr. Ragan
 - i. Construction Updates - Renovation is pretty much done for conduits to eliminate above floor networking cables. Progress continues with renovations in several rooms throughout the building.
 - ii. Classroom carts: VHS out, Blu-Ray in! Ask faculty if they need a VHS dubbed to DVD, let Kent know.
 - a) DHs/Director please notify faculty.
 - b) Notify Kent of any VHS that faculty MUST HAVE by July 15
 - iii. COB Rep. – Sustainability Committee (handout)
 - a) Focus areas include: opportunities to educate students through education programs and courses that address sustainability and to increase research on sustainability topics.
There is currently no COB representation – Marciann Patton (TCM) and Carol Miller (FGB) were identified as possible nominees.

FGB:

ITC:

MFD:

MKT:

MARCOM: Let Melissa know if you want a company added to the career fair list. Student suit scholarship program will be promoted starting next week. Current plans are to offer twice as many Prepare for the Fair workshops this fall. Melissa will be asking DHs about corporate mentor matching.

MGT:

SOA:

TCM:

Mark Your Calendars

Bears in the Know Luncheon – Wed July 24, 11:30 a.m.
Alumni Center

Summer Visit Day – Fri July 26

COB Retreat – Tue, July 30 (8am – 5 pm, eFactory)

New Faculty Reception – Mon Aug 12, details TBD

Showcase on Teaching and Learning – Wed Aug 14

ALL COB – Fri Aug 17, 10:00 am – GLAS 108 (Lunch to follow)

First Day of Fall Semester – Mon Aug 19

SOA Career Fair – Wed Sept 4, 12-3 pm UP Hotel

Business Career Fair – Tue, Sept 10, 10am-2pm

Major's Fair –Thur Sept 26

Bears of Distinction Nomination Deadline – Oct 1, 2019

Executive Advisory Committee (EAC) Social Hour & Dinner
– Thur Oct 10, 5-7 pm

Executive Advisory Committee (EAC) Meeting – Fri Oct 11,
8am-Noon

Homecoming Tailgate – Sat Oct 26

MSU Showcase – Sat Nov 2

COB Scholarship Banquet – Fri Nov 22

Willard HS Explore Your Future (Career Day) – Nov 14,
2019

Bears of Distinction Dinner and Awards Ceremony – Fri,
Apr 3, 2020