

COB LEADERSHIP TEAM (CLT)

November 5, 2020

2:00 – 3:30 pm * Zoom Conference

MINUTES

I. Dean's Agenda Items

a. Announcements:

- i. Provost Office has a Zoom Webinar license (up to 500 participants), contact Mary Lynne Golden if you would like to use it for an event.
- ii. ADPs for 2020 are open, and due by January 31, 2021.
- iii. MSU/OTC Department Head Joint Meeting will not be held this year.
- iv. Faculty are not expected to attend Fall Commencement (12/11), Deans will represent their respective Colleges.
- v. COB is initiating the following searches: 1) Department Head (MGT) 2) Assistant Professor (MGT); Clinical Assistant Professor or Instructor (FGB); and Assistant Professor or Clinical Assistant Professor (ITC).
- vi. Search for SOA Academic Administrative Assistant approved. – Janet will move over to Management at the beginning of the year.
- vii. Remind all new hires to complete the required [IRB Human Subjects Training \(CITI\)](#).
- viii. Forthcoming Zoom Rooms: GLAS 236, 343, 344, and 346 & KEMP 102.
- ix. Provost Office will run a Chronicle Ad for all faculty searches. I must submit my list by Monday (11/9).
- x. The Library will be posting FINALS WEEK Hours.

b. Discussion:

- i. COVID-19 Update – no meeting this past Wednesday. Testing numbers are down. Sewage testing being done on campus.
 - a) Contact Tracing
 - b) Spring 2021 Schedules – Students complaining about too many online and blended courses. Business courses are not going to change.
 - c) Looking ahead to Summer 2021 and Fall 2021 Schedules – **SU21 classes, except for those requiring onsite components (e.g., licensing) will likely be online. Announcement expected soon on primary SU21 modality. Due to uncertainty regarding vaccines, etc. the Fall 21 schedule is expected to be very similar to FA20 & SP21.**
 - d) Unofficial adjustments to modality – **Permanent modality changes must be approved by the Dean. Please be mindful of this requirement and remind faculty to honor what was communicated to students at the beginning of the semester. Inform faculty that MSU will be following original SP21 schedule and that there will be no changes to breaks or holidays.**
- ii. Feedback Re Showcase – **The consensus with CLT is to hold this event in Glass Hall going forward. Admissions has historically preferred to centralize this event in PSU; however positive feedback may cause them to reconsider. COB has historically had limited student/parent engagement at traditional Showcases with the meet the faculty portion at the end of the day. CLT also supported development of a structured presentation onsite to address common questions.**

- iii. Fees Request – The draft AY21/22 Fee Resolution was provided to ITC, MFD, and TCM and requests for adjustments to course tuition or fees should be submitted to the Dean ASAP.
- iv. COB Major Equipment Grant – Due to a significant budget cut, there will be no Provost Major Equipment grants this AY. Rather, the Provost is allocating limited funding, based on historical percentages received, to each college. COB received \$7,000 and departments are invited to submit requests, highlighting their match, for all or a portion of these monies.
- v. Another Student Survey – MSU conducted a survey to assess how well students are performing academically. A summary of the data shared with deans suggests a significant number of students have and continue to struggle with online courses. Additionally, respondents were asked if they planned to return for SP21 and whether they would like someone to contact them. Deans received a list of students who are unsure if they will return and requested they be contacted. The Dean is sharing those results with DHs so they can reach out to their respective majors.

II. Associate Dean Topics

a. Dr. Rozell

- i. Graduate Program Advisors Search – Final stages. Heather Moore verbally accepted an offer. She will start on Nov. 13th. Still working on 2nd search, expect to have a second candidate hired and in place in December.
- ii. Input to LRP – ideas for employer partnerships – It is stressed that campus-wide input be included. COB is in a great position for employer partnerships and partnering with other institutions.
- iii. MBA Soft Skills Class – Moving forward. MOU has been created and approved by Dr. Rozell, COM DH, COB Dean and RCOAL Dean. The MOU will go to the Provost next for his thoughts. ITC will put forth the curricular proposal of adding a 1-hour class to the MBA degree.
- iv. Virtual Study Away in MFD and Sustainability – Doing this in lieu of NYC trip. Could be attractive to many COB students due to the sustainability topic. Not for credit. Starts Feb. 1 and goes for 6 weeks. Will meet every Friday at 9am. Will talk with fashion designers and merchandisers all over the world. If we can get 30 students then it only costs \$240 for the 6 weeks. If you think you might have some students who would be interested, send to Dr. Rozell.
- v. Digital Measures update – Changes have been made to accommodate AACSB standards. Dr. Rozell is going to test the new updates for them.

b. Dr. Ragan

- i. DRC – two additional weeks for assignments – Quizzes and exams are not assignments and do not fall under this accommodation.
- ii. Blended class discussion – especially exams – Kent emailed a document to CLT to look over.
- iii. Texting system – usage and access – BAC has been using the system for a little over a year. Currently, advising notifications are sent to COB Juniors and Seniors who did not transfer in. This system is being expanded to all students. COB will have to identify groups and then work through Information Services to procure the cell phone lists. Sandy reminded CLT that duplicate information

should be sent by email as students can opt out of text notifications. Dr. Rozell and Sandy are concerned about over communication.

- iv. Classroom Scheduling – 354 & 486 will continue to be classrooms at least through FA21. The current COVID cleaning schedule will remain in place for the foreseeable future.
 - a) Nov 18 is deadline to send Kent requests for Glass 354/486 for FA21 – COB has priority for these rooms.
 - b) Dec 1 is deadline for large room requests for FA21 to Kent (101 & 108) – centrally controlled
- v. Classroom Remodeling
 - a) SP21: Complete remodel of Glass 432 and 433 (not carpet or tables yet)
 - b) FA21: Glass 429 and 430 (not carpet or tables yet)
 - c) Cart upgrades in 343/344/346/347/431 SU21 (will install floor boxes in 343/344/346 during winter break)
- vi. China Campus scheduling – An Economics instructor has been approved by MSU ECO DH to teach a UD ECO class that will apply to the GEN BUS major. With a prior LNU full-time Ph.D. hire teaching UD MGT and MKT courses there are now six fewer China Campus business courses requiring staffing by COB.

BAC: 1st week of registration is going smoothly.

FGB: CFA Research Challenge Team will be conducting an in-depth analysis on O'Reilly Auto Parts (ORLY).

ITC: In house virtual student competition. AITP – Conoco and Koch sponsored the competition. MS IT expected to launch in SP21.

MFD: Pursuing accreditation.

MKT: CoxHealth project is going well.

MARCOM:

MGT:

SOA:

TCM: ASC competition was virtual. Received a 1st and two 2nd places.

Mark Your Calendars

Nov 12 – Asymptomatic COVID-19 Testing in Atrium, 10:00am – 1:00pm

Nov 16 – Asymptomatic COVID-19 Testing in Atrium, 11:00am – 2:00pm

Nov 18 – Glass354/486 requests for FA21 due to Kent

Nov 21 – Showcase

Nov 25-29 – Thanksgiving Break

Dec 1 – FA21 Large Room requests due to Kent

Dec 10 – EMBA Cohort 43 Commencement Reception via Zoom @ 2:00pm

Dec 10 – MHA Hooding Ceremony in Atrium @ 6:00pm

Dec 11 – TCM Hard Hat Ceremony in Atrium @ 8:00am

Dec 11 – Fall Commencement, COB @ 9:00am

Dec 19 – Jan 3 – Winter Break

Feb 1, 2021 – Annual Evaluation Info/Summer Research Grants/Faculty Awards/FQ Forms
Deadline

Feb 5, 2021 – 3MT Competition in PSU Theater @ 5:00pm

May 1, 2021 – Frank Einhelig Graduate Interdisciplinary Forum