

## COB LEADERSHIP TEAM (CLT)

March 25, 2021

2:00 – 4:00 pm Zoom Conference

### MINUTES

David Meinert, Elizabeth Rozell, Kent Ragan, Kimberly Church, Jason DeBode, Jeff Jones, Neal Callahan, Ismet Anitsal, Sandy Culver, Joshua Davis, Melissa Price

#### I. Dean's Agenda Items

##### a. Announcements:

- i. Town Hall Meeting – April 9, 3-5 pm Zoom (invitation sent to ALL COB)
- ii. Delp and Cheek Nominee Essay due to Stef by March 31<sup>st</sup>
  - a) Deans decide and announce winner on April 1<sup>st</sup>
  - b) Departmental Awards due Tuesday, April 6<sup>th</sup>
- iii. Plans are underway to push fall census date forward one week to capture all dual-credit.
- iv. Office of Study Away Programs will change its name to Office of Education Abroad effective May 2021
- v. Graduate Assistantships
  - a) Reappointments due by April 30, 2021 for AY21-22
  - b) Reappointments due by April 30, 2021 for FA21
  - c) New and Reappointments due by April 30, 2021 for SU21
  - d) New appointments due by July 15, 2021 for FA21
- vi. Return to Normal: Most Fall semester start of the semester events
  - a) Welcome Back Faculty Luncheon
  - b) New Faculty Orientation
- vii. Guiding Principles for Return To Work - document will be released soon and addressed in a Clif Note (expected to generate Q/A at Town Hall Meeting)
- viii. MU Online Direction (see attached article)
- ix. Cost-center funded "Equity" Requests
  - a) Faculty – request to Dean by March 26; to Provost by April 12 (copy ML and provide plan for funding)
  - b) Staff – due from Dean to Provost late April (copy ML and provide plan for funding)
- x. Blackboard Analytics is being considered (see attached)
- xi. Digital Measures add-ons to support T&P Packets and workflow

##### b. Discussion

- i. CLEP Testing (Jeff Jones) – **Extended campus student at local college is wanting to bypass some MSU core courses to get credit for them. Wanting to be a MAcc student. Do we allow this? If a waiver is given to one student, it does not mean that it would be given to following students. Consensus is that we will not support this approach.**
- ii. Distributing COB and Departmental Awards – **2 main options; 1. mail everyone their certificate and send photo via email to post. Will keep people from congregating. 2. Departments invite students to their respective office to receive their award and take a photo with the DH. All DHs prefer option #2. Make sure everyone is masked in the photo if picture taken inside. If done outside, you**

must be 6 feet apart. Won't be able to use in U publications or web pages if proper guidelines are not followed.

- iii. COVID-19 Updates – Look at Clif Notes for most recent updates.
  - a) Vaccines – Try to inform your part-time employees in case they don't know about this.
  - b) ADA Accommodations – Met with Julie Holmes. Not finalized yet, but everyone will need to renew their ADA Accommodations after the end of June.
  - c) Guiding Principles for Return to Work – Document is being drawn up.
- iv. CARES Act funds credited to College Budgets (FY21 payroll expenses that qualified for reimbursement) – No word yet on how this money can be spent.
  - a) Funds cannot be spent and must remain in your orgs 83002 budget line
- v. FY22 Budgets -
  - a) Travel money not added back
  - b) 1/3 of frozen faculty lines remain frozen (COB share approximately \$205K)
  - c) Frozen staff lines cannot be filled – Won't know until early fall if will get to fill these or not.
  - d) No Provost Equipment Fund – Frank will allow Dean's to purchase certain items that are necessary using University reserve money.
  - e) U focus for FY22 is on salary improvement -
  - f) Fee Resolution is finalized

## II. Associate Dean Topics

### a. Dr. Rozell

- i. Changes to MBA class schedule – please let me know – Impacts advising and planning for future semesters.
- ii. No fee April – interested students should send email to: [cobgraduateprograms@missouristate.edu](mailto:cobgraduateprograms@missouristate.edu) – For MBA, Cyber, and MAcc to Libby, MHA to Mike Merrigan, MSIT to Josh, MSPM to Nebil. There will be publicity, social media, video wall, etc.
- iii. AACSB information email – How are you contributing to the strategic plan?
- iv. GPO Advisor search – Search committee met this week. Moved pool forward. Will be doing phone interviews in a couple of weeks. Hope to have someone June 1<sup>st</sup>.
- v. Personalized minor – Catalog is not clear on parameters. How can we rectify this issue? Libby will reach out to see how many of these there are.
- vi. MBEA Conference summer 2021 – Going to be at the Double Tree. Libby will be a speaker.
- vii. Departmental technology tools and faculty training – If faculty went to training or are using software outside of generally available applications, please share with Libby.

### b. Dr. Ragan

- i. Hybrid EMBA Update – Moving forward. Kent will notify participating faculty. Online from August to December. Students will arrive in January. Chinese government does not want a fully online program.

- ii. Soft Skills – Dept. Advisory Board Input – Need an endorsement that is worth our time and investment. Need a departmental component as well as a college wide one.
- iii. Experiential Learning

**BAC:** Student Success meetings coming up.

**FGB:**

**ITC:** Last weekend was Midwest regional round for ITC students. Chosen as the wildcard. Came in 5<sup>th</sup>.

**MFD:**

**MKT:** Online Analytics was approved by Faculty senate. Doing exit interviews with select seniors and GAs. Chuck is doing research presentation tomorrow from 3-4p.

**MARCOM:**

**MGT:** Faculty search continues. Initial offer went to a candidate who elected to join an RI. Have discussed a potential offer with the next most qualified candidate.

**SOA:**

**TCM:** Interior Design Showcase on April 16<sup>th</sup>.

## Mark Your Calendars

### **April**

- 1 – Spring Holiday (No classes)
- 2 – Spring Holiday (University closed)
- 10 – Spring Showcase
- 21-23 – Collaborative Diversity Conference (details TBD)
- 21 – BOG Executive Committee meeting – 4:00pm (virtual)
- 28 – Impact Summit (details TBD)
- 29 – Campus-wide Memorial Service – 4:00pm (Union Club)

### **May**

- 1 – Frank Einhellig Graduate Interdisciplinary Forum (virtually)
- 5 – Bears in the Know Luncheon – 11:30am (Meyer Alumni Center & virtual)
- 12 – MFD Senior Showcase
- 12-13 – Board of Governors meetings (details TBD)
- 13-14 – Spring Commencement

### **June**

- 19 – Alumni Awards of Distinction Banquet – (details TBD)
- 24 – Administrative Summer Planning Retreat – 9:30am – 5:00pm (details TBD)
- 24 - 25 – Summer Visit Day

### **July**

- 5 – University Closed in recognition of Independence Day
- 23 – Summer Visit Day

### **September**

- 8 – Accounting Career Fair - University Plaza Hotel
- 14 – COB Career Fair – EXPO Center
- 15 – Day after Interviews – EXPO Center
- 15 – TCM Career Fair – University Plaza Convention Center

### **October**

- 30 – Fall Showcase

### **November**

- 13 – Fall Showcase