

COBA LEADERSHIP TEAM (CLT)

Thursday, January 5, 2012

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

MINUTES

Present: Dean Stephanie Bryant, Sandy Culver, Kate Mendenhall, Rowena Stone, Don Swift, Drs. Elizabeth Rozell, Dick Williams, Jerry Chin, Dave Meinert, Kent Ragan, Barry Wisdom, Ron Coulter, Shawn Strong

1. Dean Bryant's updates *Stephanie Bryant*
 - a. COBA Budget
 - i. Governor to release state budget on January 17th
 - ii. COBA Supplemental course fees
 1. COBA has proposed to raise our classes \$25 per credit hour
 - a. Dean Bryant will make the proposal to the BOG
 2. Classes 300 level and above
 3. MU's business classes are \$52 extra per credit hour
 - iii. Enrollment
 1. COBA Spring enrollment numbers are down by 285
 - a. Departments heads will be given contact information for students that were enrolled FA 2011 but have not registered for SP 2012
 - b. Reach out to students personally
 2. COBA needs to improve their Branding/Marketing
 3. COBA graduate recruiter
 - a. New position that will focus on recruitment
 - b. Funded by graduate differential tuition
 - iv. Business honors program
 1. Goal is to implement FA 2013
 - a. Honors' seminar class
 - b. Research component
 - c. Study Abroad component
 - d. Guaranteed internship
 - v. Bears' Living Learning Community
 1. Hoping to implement FA 2013
 - a. Two floors of a residence hall would be designated for freshmen and sophomore business students
 - b. Used as a recruiting tool
 - b. Organizational chart and Associate Dean responsibility centers
 - i. Organizational chart and Dean's & Associate Deans' responsibilities documents were reviewed
 1. Department Heads will have monthly one-on-one sessions with Dean Bryant
 2. Department Head evaluations will be completed jointly

between Dean Bryant and the Associate Deans

- c. ALC update
 - i. MDI/SBTDC moving
 - ii. Board of Governors appointment
 - 1. New board member Beverly Miller
- d. Annual evaluations
 - i. ADP
 - 1. Completed for Staff
 - 2. Due January 31st
 - ii. IDEA
 - 1. Evaluations by faculty for Department Heads
 - 2. Initiated from Provost's Office
 - 3. Expected end of January
 - iii. Department head
 - 1. Completed by Dean/Associate Deans

2. Associate Dean Meinert's updates

Dave Meinert

- a. Custodial shift change
 - i. We will see more of the custodial staff
 - 1. Encouraged to get to know and welcome custodial staff
 - ii. Dr. Meinert met with the new custodial supervisor and went over building concerns
- b. Carpet cleaning/bathroom cleaning
 - i. Cleaning took place over break
 - ii. Carpets came out okay
 - iii. Bathrooms will be redone
 - 1. No extra cost
 - 2. They are under contract to come back
- c. MDI transition
 - i. Move expected early 2013
 - 1. Will be under Allen Kunkel
 - 2. Still looking at association conference piece
 - 3. COBA will have a shared governance with these departments for this year
- d. Temporary administrative support for MDI
 - i. Help needed from departments for the next 30 days
 - 1. Possibly will hire help through temp agency
 - 2. Possibly hire for the position
- e. IBP
 - i. College Council
 - ii. Michelle Hulett is the contact person on this
- f. EMBA
 - i. One cohort will be returning
 - ii. Two additional cohorts (smaller than usual)
 - iii. English Language Classes on Tuesday and Thursdays
 - iv. China Alumni meetings

- g. EMHA
 - i. 1st Cohort
 - ii. 25 students
 - iii. St. John's is funding

- 3. Associate Dean Rozell's updates *Libby Rozell*
 - a. Large classroom scheduling
 - i. A policy will eventually be written
 - b. AACSB update
 - i. Our preliminary numbers look good
 - ii. Digital Measures
 - 1. Encourage faculty to keep it updated

- 4. Advising update *Sandy Culver*
 - a. Individualized major question
 - i. More inquiries have come in
 - 1. Students trying to get around COBA core requirements
 - 2. Students trying to get around the GPA requirements
 - ii. Need to have more restrictions on individualized majors for COBA
 - iii. Sandy Culver is working on a proposed policy for what kind of students we would be willing to allow to select an individualized major; we will get input from Dr. Darabi also, as she oversees this area

- 5. Proposed department head retreat policy *Barry Wisdom*
 - a. The committee proposed a policy to Faculty Senate
 - i. Had a meeting for Department Head feedback
 - ii. The colleges will form a committee
 - 1. COBA representative will be needed at some point in time

- 6. Evening/On-line general business and core offerings *Kent Ragan*
 - a. We are working on a night completer program for someone to complete a business degree at night
 - b. Main target audience is OTC transfers who perhaps cannot take classes during the day; likely we will attract others as well

- 7. Department updates *Department Heads*
 - a. Departments shared quick updates in their areas.

Meeting adjourned at 4:07 p.m.

Spring 2012 Calendar Notes

January

9

Winter Intersession classes begin

11

Department head meeting with Admissions

Staff recognition luncheon

16

Martin Luther King Jr. Day – No classes/Offices Closed

17

Spring semester classes begin

28

EAC Committee meeting

February

10

Faculty submit dossiers to department heads for annual evals

20

Presidents' Day – No classes/Offices closed