

COB LEADERSHIP TEAM (CLT)

October 10, 2019

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

MINUTES

David Meinert, Sandy Culver, Elizabeth Rozell, Dick Williams, Josh Davis, Neal Callahan, Jeff Jones, Ismet Anitsal, Stefani Hall

I. Dean's Agenda Items

a. Announcements:

- i. SP20 Continuing GA BearPAFs due by November 1st
 - a) GRAD College or Provost will provide a report indicating whether current GAs have FA only or FA/SP BearPAFs
- ii. Annual MSU/OTC Joint Meeting, Monday, Feb 24, 3:30 pm
- iii. Cost Center funded Equity Requests for Staff due to Dean by Monday, October 21
- iv. Annual MSU/OTC Joint Meeting, Monday, Feb. 24, 2020, 3:30pm
- v. 2020-2021 Calendar will NOT change
- vi. College Fee proposals due to Greg Rainwater by November 8

2019-2020 fee resolution

<https://www.missouristate.edu/assets/registrar/2019-2020FeeResolution.pdf>

- vii. MDHE will only grant provisional approval for new programs, followed by a five-year review
- viii. MDHE must approve new certificates, and only adds new programs once annually
- ix. GR certificate programs do NOT have to include admission requirements per se - minimum is completion of UG degree
- x. CGEIP will now be conducting biannual reviews -- meetings with College Course Coordinators are being scheduled to discuss
- xi. Fast Track Incentive Grant web page posted

<https://www.missouristate.edu/financialaid/fast-track-workforce-incentive-grant.htm>

Eligible students are receiving emails and/or letters

Encourage eligible students to apply

- xii. Effective SP20, an annual retiree dinner will be held each March
Retirees will be listed in Faculty Recognition & Staff Awards Luncheon programs, but will not be individually recognized

b. Discussion:

- i. Rotational Commencement Times (3-year cycle) (See Handout) **The Commencement Committee has recommended establishing set times (by college) to facilitate program, department, or college level celebrations. As some times have historically been more popular than others, the Committee has been encouraged to rotate colleges/times every three years.**

- ii. Fall Showcase (Nov. 2) – Dr. Meinert FWD an email from Melissa Price. Please read it carefully.
- iii. SEM Updates – Council chairs meeting with President Clif Smart. They are hoping to get more specificity on outcomes.
- iv. Moving Expenses – An IRS change (effective in 2018) impacting employer paid or reimbursed qualified moving expenses was not communicated to the colleges. Effective in 2018, employers must include all moving related payments/reimbursements in employee’s wages, subject to income or employment taxes.
 - a) Now taxable, regardless of whether Procurement pays direct to moving co or employee submits receipts via travel expense report
 - b) Amounts directly paid or reimbursed will be shown as other income in that pay period with associated taxes withheld
 - c) New hires should be cautioned re impact
- v. Carryforward – The Colleges have received their FY19 carryforward funds.
- vi. Honors College – The Director of the Honors College made a presentation to ALC focusing on retention. COB and CHHS were identified as the two colleges with the highest number of students leaving the Honors Program. While students are shown as dropping late in their UG programs, this is deceptive as Honors’ students retain their status simply to take advantage of early registration. The Director expressed concern that select colleges/faculty/advisors may be downplaying the relevance or value of students participating in the Honors Program. As reasons provided for withdrawing were largely anecdotal, the Honors College was encouraged to conduct a formal exit survey.

II. Associate Dean Topics

a. Dr. Rozell

- i. AD search update – Sent emails to invite COB stakeholders to meet with the finalist.
- ii. T & P Workshop—October 18, 9-10:30 – Will be held in Dean’s Conference Room.
- iii. SOA will make Globalization and MTH curricular changes – Josh Davis will be making changes to QBA language. Students must be enrolled in MTH 134 or higher.
- iv. New advisor award – The College is establishing an outstanding advisor award, and advisors in both BAC and Graduate Programs will be eligible. Selection criteria as well as the nomination/application process will be included in the 2019-2020 Faculty and Staff Award Guidelines (See COB Website under Faculty Resources and Policies).
- v. PHIL 120 course—Professional and Business Ethics course – Going through curriculum process currently. Concern was noted that COB students might be confused that this is a “business” offering.
- vi. Retention and completion rates in COB graduate programs (See handout) – 5 year retention rate was 88% for graduate students. 6 year degree completion rate was at 83% for COB.

b. Dr. Ragan

- i. EMBA Syllabi – DHs, please retain syllabi along with all others. Since some of you are new, Heather will send SU/FA19 schedule as a reminder to collect such.

- ii. EMBA SU19 Teaching Evals – e-mailed to you Oct. 1. Please review.
- iii. Soft Skills – possible faculty committee to explore. Suggest one rep. from ACC/FGB/ITC/MGT/MKT/MFD/TCM. Ex-officio members? Need to meet in Oct. Nominees due to Kent Oct. 18. **Many business schools have begun offering soft skills training to their students. Alternative models for implementing soft skills training were discussed (e.g. online, blended or traditional modes, required vs. voluntary, credit vs. non-credit, and zero vs. one credit courses). Ideally such training would be reflected on student transcripts, and completion tracked via the existing degree audit. As this initiative would be closely related to student success, COB UG student fee monies can be used to support content creation, staffing, etc. Further discussion tabled until next CLT meeting.**

Mark Your Calendars

Oct 10 - Executive Advisory Committee (EAC) Social Hour & Dinner – 5-7 pm
Oct 11 - Executive Advisory Committee (EAC) Meeting – 8am-Noon
Oct 18 – T & P Workshop, 9:00am – 10:30am
Oct 26 – Homecoming Tailgate
Oct 31 – MSU-OTC Joint Administrative Meeting, 8:00am, OTC
Nov 1 – Three Minute Thesis Competition, 5:00pm, GLAS
Nov 2 - MSU Showcase
Nov 4 – Public Affairs Convocation, 7:00pm, Hammons Hall
Nov 6 – Bears in the Know Luncheon, 11:30am, Alumni 101
Nov 12 – Foundation Comprehensive Campaign Training Workshop for Faculty & Staff, PSU Ballroom
Nov 14 - Willard HS Explore Your Future (Career Day)
Nov 22 - COB Scholarship Banquet
Nov 27-29 – Thanksgiving Holiday
Dec 9 – Foundation Holiday Reception, 4:00pm, Meyer Alumni Center
Dec 13 – Commencement Ceremonies, 10:00am
Dec 23 – Winter Break begins – University closed through January 3, 2020
Jan 8 – Staff Awards Luncheon
Feb 24 – Annual MSU/OTC Joint Meeting, 3:30pm
April 3 - Bears of Distinction Dinner and Awards Ceremony