

## COB LEADERSHIP TEAM (CLT)

**November 21, 2019**

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

### A G E N D A

#### I. Dean's Agenda Items

##### a. Announcements:

- i. Minimum wage for Student Wages going up on January 1, 2020 – paid out of COB/your budget
- ii. Deadline for International Travel applications to Graduate College – Jan. 15, 2020
- iii. Spring Deadline for Faculty Research Grants – Feb. 3, 2020
- iv. Annual MSU/OTC Joint Meeting, Monday, Feb. 24, 2020, 3:30pm
- v. Website for 2 + 2 plans – <https://www.missouristate.edu/2plus2>
- vi. Transfer Center website – <https://www.missouristate.edu/transfer>
- vii. Revised Scholarships for Transfer Students (see handout)
- viii. SGA sponsoring Dance Marathon (see handout)

##### b. Discussion:

- i. COB Scholarship Banquet – November 22<sup>nd</sup> from 6:00pm – 8:00pm. Same format as 2018, students will be recognized once; Drs. Rozell and Ragan will read the names and scholarships received.
- ii. Academic Warning Policy – will trigger prior to Probation, requiring student to see advisor – Transfer students with high GPAs can trend in the wrong direction for multiple semesters without any required advising. Pam Sailors has advocated for an additional academic status-- Academic Warning. The Academic Warning status would apply when students are performing below 2.00 for consecutive semesters, but maintaining a > 2.00 overall GPA. Students issued an Academic Warning will be required to meet with an advisor. Final details regarding the new status and its effective date are pending.
- iii. Faculty Handbook Language Re Overloads under review/revision (see handout) Faculty Handbook language related to when faculty will be eligible for overloads was recently reviewed by a faculty committee and proposed changes were reviewed by ALC. ALC has recommended the proposed changes be revisited as the wording appears to be inconsistent with intent and other related sections of the Handbook.
- iv. Adding/Changing Banner Course Characteristics (see handout) – The Registrar has recommended several course characteristic changes, which are expected to have minimal operational impact, but will affect enrollment reports. Most changes are designed to reduce online coding options which evolved over time to facilitate program level tracking or charges. The unique course code for MS CIS (now MS IT) will be eliminated.
- v. Retention Dashboard Available (once Power Bi Licenses are purchased) – Power Bi License costing approximately \$30 annually will be required for the Retention Dashboard. COB will initially get one license to evaluate the dashboard. Other licenses will be acquired as needed. CIS 200/201 were mentioned in the ALC meeting as opportunities for proactive advising. The goal is to have faculty reach out to their students at mid-terms if they are struggling.

- vi. Personal Financial Disclosure – Changing Who Is Required To File – DHs are reportedly no longer required to complete the annual disclosure. Dean level and above will be required to file annually.
- vii. SEM Update – A consultant affiliated with a national organization (Registrars and Enrollment Management) has been engaged to provide limited consulting/training and write MSU's Strategic Enrollment plan. A two day workshop was held with U leaders, the SEM Committee, and SEM Counsels to discuss goal setting. The SEM Committee will be setting the goals. The Academic Council is working on an annual scorecard with KPIs to help departments/colleges target areas for improvement, and will be developing checklists, guides, etc. to assist in that regard.

## II. Associate Dean Topics

### a. Dr. Rozell

- i. GAs and online courses – Please encourage GAs to enroll in seated sections, to keep online sections/seats available for online students.
- ii. Cross-listed courses – There has to be a substantive differences between the undergraduate and the graduate courses. Each course (UG and GR) needs to have its own syllabi.
- iii. Faculty and course sizes – Department heads, rather than faculty, are responsible for determining section sizes.
- iv. Mixed credit/senior form. Please follow instructions on the back of the forms for proper routing.

### b. Dr. Ragan

- i. Fletch – DHs please choose a room. Will need help with faculty buy-in. – COB will be licensing 6 Fletch beacons as a pilot to see how automated attendance data might be used for proactive advising.

### **Mark Your Calendars**

Nov 22 - COB Scholarship Banquet

Nov 27-29 – Thanksgiving Holiday

Dec 5 – Last Day of Classes

Dec 6 – COB Holiday Luncheon, 11:30am-1:00pm, Atrium

Dec 9 – President’s Open House, 2:00pm, PSU Ballroom

Dec 9 – Foundation Holiday Reception, 4:00pm, Meyer Alumni Center

Dec 9 – President’s Finals Breakfast, 9:00pm, Blair-Shannon Dining Center

Dec 12 – BOG Finance & Facilities Committee, 9:00am, PSU Ballroom East

Dec 12 – BOG Programs & Planning Committee, 10:15am, PSU Ballroom East

Dec 12 – BOG Regular meeting, 1:00pm, PSU 313

Dec 13 – Commencement Ceremonies, 10:00am & 1:30pm

Dec 23 – Winter Break begins – University closed through January 3, 2020

Jan 8 – Staff Awards Luncheon, TBD

Jan 18 – St. Louis MarooNation Ball, 7:00pm

Feb 1 – Kansas City MarooNation Ball, 7:00pm

Feb 24 – Annual MSU/OTC Joint Meeting, 3:30pm

April 3 - Bears of Distinction Dinner and Awards Ceremony