

COBA LEADERSHIP TEAM (CLT)

Thursday, February 2, 2012

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

MINUTES

1. Career Services *Jack Hunter & Margie Stewart*
 - a. Graduate Tracking
 - i. Representatives from Career Services gave an overview of the graduate tracking system

2. FCTL
 - a. Tools for on-line and blended faculty *Mike Fisher & Bruce Richards*
 - i. Representatives from FCTL gave an overview of some of the technology they offer for on-line and blended courses

3. Dean Bryant's updates *Stephanie Bryant*
 - a. Faculty awards
 - i. Dean Bryant is interested in reinstating faculty awards in some capacity for teaching, service, and research; Department Heads were asked for input
 1. Department Heads like the idea of getting the students involved
 - a. Scale would need to be established for large vs. small classes
 2. Internal awards program is needed
 3. Research recognition is needed (quality vs. quantity)
 - b. "Best Professor" survey
 - i. On-line survey for students to complete
 1. Limit the number of times a student can take the survey
 - c. Update on supplemental course fees
 - i. Dean Bryant discussed current issues related to supplemental course fees
 - ii. Supplemental course fees will be discussed more at a later date
 - d. USA Today readership program
 - i. Department Heads were asked to poll their faculty on the usage of the newspapers in their classrooms
 - e. COBA marketing brochure
 - i. Short-term fix
 1. Add FID
 2. Dean Bryant added to Dean's page
 3. Better looking paper
 - f. COBA name change
 - i. Feedback for dropping "Administration" from COBA
 - ii. Statistics will be looked at of how many schools continue to have "Administration" in their name
 - g. COBA recruiter

- i. Job description was sent to HR; waiting on approval
 - ii. Paid for with graduate differential tuition
- h. Executive Advisory Council update
 - i. Great attendance
 - ii. Positive feedback
- i. Other

4. Associate Dean Meinert's updates

Dave Meinert

- a. MDI Update
 - i. "Thank you" to departments that helped by lending assistance for admin. position
 - ii. Re-organization will occur
- b. "NOPS International Summer School" (Qingdao University)
 - i. Student on campus supposedly serving as an "agent"
 - 1. Attempting to recruit Chinese students to attend summer school in China and then transfer credits to MSU
 - a. Concern raised that students will not follow the correct procedure for transfer credits
 - b. ISS plans to email all international students regarding transferring credit to MSU. Students are encouraged to seek preapproval for prospective transfer credits
- c. Culture/commerce tours for COBA China campus faculty
 - i. COBA will no longer provide financial support for tours, however, staff will assist faculty in arranging their own personal tours.
- d. Other
 - i. SGA met with Dr. Meinert to learn more about the EMBA program
 - 1. Students have gone to SGA to complain about not being eligible for this program
 - 2. Program is contractually limited to sponsored students

5. Associate Dean Rozell's updates

Libby Rozell

- a. Accreditation update
 - i. Almost 3 portions of the report are complete
 - ii. AOL
 - 1. Need meetings with course coordinators so we can get the data from this last semester
 - iii. Encourage faculty to update their publications in Digital Measures
- b. MBA
 - i. Department Heads can expect a MBA schedule soon
- c. MBA AOL
 - i. Department Heads need to be responsible for the AOL data for the MBA courses in each department
- d. MBA on-line
 - i. Will begin to offer an MBA program completely on-line
 - ii. Hoping to start this in Fall 2012
- e. Student evaluations for teachers

- i. Met with Computer Services to discuss what errors happened this last time
 - ii. COBA needs to come up with a college policy for evaluations
 - 1. All sections need to be evaluated
 - f. GA update
 - i. Two graduate assistants will be reallocated to the larger class sections for MGT and MKT
 - g. Other
- 6. Advising update *Sandy Culver*
 - a. Two new advisors
 - b. 475 students to be admitted to COBA for this semester
- 7. Department updates *Department Heads*

Meeting adjourned at 4:12 P.M.

Spring 2012 Calendar Notes

February

10

Faculty submit dossiers to department heads for annual evals

20

Presidents' Day – No classes/Offices closed

March

19 – 23

Spring Break – No classes/Offices open