

COBA LEADERSHIP TEAM (CLT)

Thursday, April 5, 2012

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

MINUTES

Present: Dean Stephanie Bryant, Sandy Culver, Kate Mendenhall, Rowena Stone, Kathy Davis, Lori Roesler, Drs. Rachelle Darabi, Dave Meinert, Elizabeth Rozell, Dick Williams, Jerry Chin, Kent Ragan, Barry Wisdom, Ron Coulter, Bill Donoher

1. Individualized Majors *Rachelle Darabi, Kathy Davis, Lori Roesler*
 - a. The process in which students apply for an individualized major was presented.

2. Faculty Sabbatical and Workload Policies *Bill Donoher*
 - a. Dean Bryant requested the Faculty Executive Committee to create a Faculty Sabbatical and a Faculty Workload Policy at the college level.
 - b. Dr. Bill Donoher, chair of the Faculty Executive Committee, briefly went over the proposed policies.
 - i. University policies were used and these policies were written with additional standards in relation to COBA.
 - ii. CLT members voted on adopting the policies
 1. Sabbatical policy:
 - a. Motion: Coulter
 - b. 2nd: Wisdom
 - c. All in favor: Unanimous
 2. Workload policy:
 - a. We will keep the scholarly productivity guidelines
 - b. 3:3 teaching load, offload teaching, and summer teaching will be tied to the scholarly productivity guidelines
 - c. A vote will be taken on the policy after revisions are made

3. Dean Bryant's updates *Stephanie Bryant*
 - a. Strategic plan feedback
 - i. Will revise current plan with the feedback received from COBA faculty
 - ii. Dean & Associate Deans will meet with President Smart and Provost Einhellig to present COBA Strategic Plan
 - b. Budget update
 - i. COBA Budget Committee's input was given about giving equity adjustments
 1. COBA chose not to give equity adjustments this year
 - a. Based on the equity adjustments COBA gave last year
 - b. In preparation for next year's budget
 - c. COBA paid our giveback portion from salary savings

- c. EAC Meeting May 10-11
 - i. Spouses invited to dinner
 - ii. Marketing & Branding
 - iii. Curriculum - MBA
- d. Professional Science Masters Program (PSM)
 - i. CNAS is starting this program
 - ii. Interdisciplinary with CNAS and COBA
 - 1. 9 – 15 credit hours from business
- e. Enrollment
 - i. Enrollment numbers were looked at
 - ii. Every college has been asked to create a plan to grow enrollment
 - 1. Part of the Strategic Plan
 - a. Signature programs
 - b. Diversity
 - c. Special programs
 - iii. Recruiter
 - 1. Job is currently posted and accepting applicants
- f. April 13th all-COBA meeting
 - i. Dept. Head shout-outs
 - 1. Send Dean Bryant or Rowena a list for presentation slide
- g. Career Fair
 - i. Workshop 1 Tuesday, April 10th from 3-5 pm
 - ii. Extra credit possible for COBA students?
 - 1. Department Heads asked to run this by their faculty
- h. Showcase – Saturday, April 21
 - i. Food: Qdoba, Frito-Lay, Pepsi donations
 - ii. Advisors will be there to meet with students
- i. Dept. Head
 - i. Searches – Mgt. & Mkt.
 - 1. Internal searches
 - ii. Staggered contracts for fall
 - 1. Everybody is out of contract

4. Dr. Rozell's updates

Libby Rozell

- a. MBA scheduling and registration
 - i. Registration is underway
 - ii. Please have Dr. Rozell and Chris Lynn deal with the overrides
 - 1. Set classroom caps lower than desired level
 - a. Department heads gave Dr. Rozell permission to set the class levels
 - 2. Document passed around about MBA on-line sequences
 - a. Contact Dr. Rozell if you have a need to deviate from the course schedule
 - b. MBA on-line program starts Fall 2012
 - c. Proposed that MBA office must grant permission to admit students into courses if they are not currently

accepted in the MBA program

- b. Accreditation update
 - i. Report is almost complete
 - ii. We are in great shape
 - iii. We will be asking faculty to update and categorize their publications
 - iv. Jim Pettijohn will take over the AOL data responsibilities
- c. Faculty vacancies – FA 2012/SP 2013 coverage
 - i. Department heads shared their plans for how they will cover upcoming faculty vacancies in their departments
 - ii. For FA 2012, do not use any per course faculty that isn't classified as PQ
- d. Severe weather drill
 - i. COBA did not do well
 - 1. Safety chose to not send the alerts via cell phone in order to prevent concerned parents

5. Dr. Meinert's updates

Dave Meinert

- a. Severe weather drill
- b. "Shooter on Campus" simulation
 - i. MDI/SBTDC is designated as an emergency center for campus
 - ii. April 13th, higher administration will be part of a drill
- c. EMBA
 - i. Needs recommendations from dept. heads for faculty to teach in upcoming EMBA cohorts
- d. Short-term study tour
 - i. Hosting a week this summer as a test trial
- e. Alumni event

6. Other

- a. Academic Integrity Council vacancy *Kent Ragan*
 - i. 2 yr. term
 - ii. Dr. Tomasi suggests COBA have a rep
 - 1. Stephen Haggard's term is ending
 - 2. Send suggestions to him
- b. Spring award recipients *Kent Ragan*
 - i. Scholarship banquet is in fall
 - ii. Departments have graduation celebrations and capture awards during spring semester
 - iii. Dean Bryant will think about what the best process is
- c. General Education
 - i. CIS 101 vs. Financial Literacy *Kent Ragan*

Spring 2012 Calendar Notes

April

5	Spring Holiday – No classes/Offices open
6	Spring Holiday – No classes/Offices closed
9 – 10	Faculty/Staff Free Portrait Days
17 – 20	MSU Public Affairs Conference
21	Showcase

May

11	COBA Executive Advisory Council Meeting
	Study Day
12 – 17	Finals week
15 – 29	Dean Bryant – Vacation
18	Commencement
28	Memorial Day – No classes/Offices closed