

COB LEADERSHIP TEAM (CLT)

Thursday, September 19, 2013

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

MINUTES

Present: Drs. Stephanie Bryant, Neal Callahan, Jerry Chin, Ron Coulter, Dave Meinert, Elizabeth Rozell, and Dick Williams, Sandy Culver, Vickie Hicks, Kate Mendenhall, Melissa Price, Rowena Stone

1. Corporate Relations update *Vickie Hicks*
 - a. COB Career Fair update
 - i. We now have 100 employers attending
 1. List of employers was distributed
 - ii. Lunch
 1. 11:30 AM – 1:00 PM
 - iii. LinkedIn photos
 1. Booth set up for students to have a professional photo taken
 2. Student will be able to purchase from photo services
 - iv. Gift bags for employers
 1. Bags w/ COB sticker containing COB bottles of water, pens, mints, MSU maroon velvet “cubcakes”
 - v. Offered “scholarships” to students needing assistance purchasing suits
 - vi. Color coding
 1. Each major has a color
 - a. Students will receive corresponding colored name tag and sheet of paper listing companies recruiting all majors and their specific major
 2. COB Career Fair Guide
 - a. Alphabetical order
 - b. About employer included (100 words or less)
 - c. Indicates what type of students they are recruiting (color coded)
2. Marketing & Communications update *Melissa Price*
 - a. Scholarship Banquet update
 - i. Scholarship Banquet presenter/recipient diagram of stage directions was reviewed
 - ii. Dale Moore has agreed to emcee the event
 - iii. Rowena will line students up
 - iv. Melissa will hand certificates to donors/Department Heads
 - b. Departmental brochures
 - i. New brochures were passed around
 - ii. These are the materials that need to be distributed out from now on
 - c. Branding identity
 - i. Melissa is working on a document that will contain all of the brand

identity information

1. 3 pillars
 - a. Think Bigger and Bolder
 - b. Personal Touch
 - c. Student Success
2. Communication of brand identity
 - a. Will seek input from EAC on process
3. Budgeting

3. Dean Bryant's updates

Stephanie Bryant

- a. Research Colloquiums
 - i. Ron Clark, MKT, is in charge of this
 - ii. Looking for people to give presentations that are of wide interest
- b. Class start times
 - i. Document from ALC of committee recommendations was reviewed
 1. Proposed to return to pre-2010 start time for Monday, Wednesday, and Friday classes
 - a. 15 minutes in between classes
 2. Keep Tuesday and Thursday classes as they are now
 - a. 15 minutes between classes
 3. Considering 30 minute differential between main campus and downtown classes
 4. Shuttle service to Darr Agriculture Center
- c. Evaluations
 - i. Dean's Office will no longer have space out front to hold evaluations
 1. We will look at alternative places of storing these
- d. Committees
 - i. COB 2013-14 Committees were reviewed
 1. Document is available on COB website
 - ii. Undergraduate curriculum task force
 1. Charge was reviewed
 - iii. Budget Committee
 1. Charge was reviewed
 - iv. MBA policy & curriculum
 1. Representatives from each department
 - a. Reps are to seek input from their departments
 2. Prerequisite changes
 3. Need support from Department Heads
- e. College wide communications
 - i. Dean/Associate Dean responsibilities
 1. Document was reviewed
 - ii. Dean is going to start monthly communique
 1. Include updates, shout-outs, building updates, COB calendar of events, etc.
 - iii. CLT minutes are posted on COB website
- f. Building updates

- i. Cost estimates from architects were reviewed
- ii. Design ideas from architects were reviewed
- iii. Comprehensive fundraising plan was reviewed

4. Dr. Rozell's updates *Libby Rozell*
- a. AACSB Peer Schools
 - i. List of MSU COB Comparable/Competitive/Aspirant Schools was reviewed
 - b. Departmental website content
 - i. Departments need to make sure their websites are current
 - 1. Contact Melissa with changes and she will update
 - ii. Catalog changes
 - 1. Departments need to be on top of keeping catalog updated
 - c. Dubai MBA
 - i. Department Heads need to talk to faculty that originally expressed interest in teaching in this program to see if they still have interest
 - d. Academic Integrity Days
 - i. October 1st, 2nd, & 3rd
 - e. Exit exam recommendations
 - i. University exit exams are going to be offered online in the future

5. Dr. Meinert's updates *Dave Meinert*
- a. Chairs in classrooms
 - i. If a classroom needs more, contact COB Computing
 - b. Building security
 - i. Individual that was responsible for theft was caught
 - c. EMBA
 - i. Department Heads will be contacted about interest for 2014 cohorts
 - ii. Spring & Summer appointment letters were sent out
 - d. IBP
 - i. Short study away opportunities
 - e. China campus
 - i. New Moon festival going on right now
 - ii. Dr. Meinert will be traveling to China next week

6. Other

7. Departmental updates

Meeting adjourned at 4:08 PM.

2013-14 COB Calendar Notes

September

September 21 – 28	Dr. Meinert in China
September 23 & 24	Dean Bryant at AACSB conference
September 27	COB Scholarship Banquet (spouses?)
September 28	Family Weekend – BBC Reception (Blair-Shannon 10 AM)
September 30	COB Career Fair (classes cancelled until 4 PM)

October

October 19	Homecoming
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November

November 14	EAC dinner
November 15	EAC meeting

December

December 6	COB Holiday Party (PSU Ballroom West 12 PM – 2 PM) (Beartones?)
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February

February 12	COB Faculty & Staff awards deadline
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May

May 2	COB Spring Awards Dinner
May 3	EAC meeting
May 9	All COB meeting