

COB LEADERSHIP TEAM (CLT)

Friday, March 21, 2014

2:00-3:30pm, Glass 400B

MINUTES

1. Dean Bryant's updates *Stephanie Bryant*
 - a. Spring Awards selections
 - i. Turn in nominees for Cheek and Delp to Rowena by end of day
 1. One page essay with no names, just M#s
 - ii. Turn in Departmental award titles and student recipient names to Rowena
 - b. Textbook selection
 - i. Student complaint about being required to purchase newest edition of textbook that wasn't heavily utilized
 1. Please ask faculty to be sensitive to this issue as textbook costs continue to rise
 - c. Class size monitoring and remediation
 - i. Resource Allocation discussion
 1. We must be good stewards of our resources, including monitoring class sizes and ensuring that course releases are approved by the department head and dean. Department head needs to advocate for course releases.
 - d. Diversity hiring – grow your own
 - i. Be alert to any candidates that come through that might be eligible for the "Grow Your Own" program
 1. If you know of people that would be good candidates for this, please talk to them about earning their Ph.D.
 - e. New federal law on how to recruit disabled individuals and veterans
 - i. All received an email about it
 - ii. We must make a good faith effort in recruiting these individuals
 - f. Course workload
 - i. Spreadsheet was reviewed of departmental workloads
2. Dr. Rozell's updates *Libby Rozell*
 - a. HLC Town Hall meeting
 - i. April 4th
 - ii. 2 PM
 - iii. PSU Theater
 - iv. Please plan to attend
 - b. MBA Open House
 - i. March 26th
 - ii. 3:00 PM – 5:00 PM
 - c. AQ/PQ Forms
 - i. Required by March 28th
3. Dr. Meinert's updates *Dave Meinert*

- a. EMBA
 - i. Inbound Finance Cohort
 - 1. Email requesting faculty preferences sent out
 - ii. Shirts
 - 1. EMBA faculty need to send shirt sizes to Dr. Meinert
 - iii. AQ inquiries
 - 1. Faculty asking to make sure they are still on the list as they become/remain AQ
 - 2. Need to maintain quality in other areas (i.e. teaching, service, etc.)
 - a. Department Heads can make decision on if faculty are eligible to teach in EMBA
 - b. LNU
 - i. Enrollment is down a bit
 - ii. Combining 3rd and 4th year classes
 - 1. Makes it more difficult for a student to finish on time if a course is missed
 - a. Several options
 - i. Reduce cap size by 1
 - ii. Enrolling student in online courses
 - c. EMHA
 - i. Cohorts still in progress
 - ii. Cox has approached us about a second cohort
 - d. Building
 - i. A/C units being looked at right now to get a jump for warmer weather
 - ii. Benches for hallways
 - 1. Ordering some samples
 - e. Remunerated Outside Activity Reports
 - i. Faculty need to be working on these and getting them turned in
4. Department Updates
- a. CLT members shared updates on happenings in their departments

Meeting adjourned at 3:48 PM.

2013-14 COB Calendar Notes

Spring

4/17 Spring Holiday – No classes/Offices open
 4/18 Spring Holiday – No classes/Offices closed
 4/25 Nancy Allen book release in Glass Hall 101,
 7:00 PM – 8:30 PM
 5/1 COB Spring Awards Dinner
 5/2 EAC meeting
 5/9 All COB meeting
 5/16 Commencement

Travel Notes

Spring

3/22 – 3/25 Stephanie at Northumbria accreditation visit
 4/17 – 4/25 Stephanie vacation