

COB LEADERSHIP TEAM (CLT)

May 20, 2021

2:00 – 3:30 pm Zoom Conference

MINUTES

I. Dean's Agenda Items

a. Announcements:

- i. Meyer Library closing Friday at 3:00pm
- ii. Graduate Assistantships
 - a) New appointments due by July 15, 2021 for FA21
- iii. Staff Appreciation Picnic (5/21)
 - a) Serving lines open at 11:30 am
 - b) Recognition Program starts at 12:15 pm
 - c) Ice Cream Social at 1:30 pm
 - d) Early Office Closure at 3:00 pm
 - e) Post signage re early closure and update VM message to reflect same.
- iv. Service Year Milestones
 - a) Sandy Culver (20 years)
 - b) Danny Winkler (15 years)
 - c) Karen Eisman (5 years)
 - d) Mary Grace Phillips (5 years)
 - e) Peggy Kahre (5 years)
- v. Open Labs – no computer refreshes planned this summer (so no repurposed computers for colleges) – **Declining SCUF revenue will have an adverse impact on college's that have historically received used open computer lab devices for redeployment to college labs. This could have a significant financial impact over time.**
- vi. Classroom instructor workstations will be refreshed (300, 8 years old) **Kent will consult with Computer Services to determine which COB classrooms will be impacted. Some COB classrooms may have previously been refreshed/updated by the college.**
- vii. AC & ALC Retreat will focus on developing Action Plans aligned with new Long-Range Plan. – **Think of our 4 themes and how they can tie into LRP.**
- viii. COVID Policies sunseting end of May – Masking, Events and Travel (Will be announced in next Clif's Notes) – **No plans to reinstate but will monitor conditions. Will revisit this Summer as needed. Faculty will not be able to individually enforce wearing of masks in classrooms or possibly even offices. Discussion on removing plexiglass and those with ADA Accommodations. Kent will look into this further. Full capacity is anticipated for events as Summer goes on.**
- ix. COB Departmental Travel Allocation Amounts will be shared next week (57% of FA19, adjusted by # & type of current faculty), funds will not be transferred until sometime after the start of the FY. – **After May, faculty travel requests will not require Dean's approval. Once FY21 budgets are closed, the Dean will transfer travel funding to departmental accounts. July 15th will be the deadline for requesting assistance for International Travel.**

- x. COVID classroom cleaning for fall will be reduced to one disinfection per day (most likely 3rd shift) – Kent will work with EMS administrators to remove COB COVID cleaning times – rooms will be available for new sections. -

b. Discussion:

- i. Minimal Requirements for Syllabi – **Grading rubric.**
- ii. Minimal Use of Blackboard – **Remind faculty that they should be using Blackboard for posting grades and providing announcements to students.**
- iii. COB AY21/22 Action Items Related to Long-Range Plan Themes – **Send ideas to Stef. After retreats we will finalize our list.**
 - a) Evolving academic directions for future careers
 - b) Global Engagement
 - c) Inclusive Excellence driving university success
 - d) Community leadership and partnerships

II. Associate Dean Topics

a. Dr. Rozell

- i. Teaching evaluation reports – **Feedback on reports received; 2 files for each class. Quantitative and Qualitative. Jeff feels it was helpful. Josh agrees.**
- ii. AACSB reports – **No red based on our disciplines so far. Put in Digital Measures. Conservative estimate is very good. Several COB faculty about to lose SA status. Department Head should be monitoring SA status and discussing with faculty during annual evaluations.**
- iii. Last summer school report will be run Monday 5-24 – **Not needing as many people to breakeven as usual.**
- iv. Probations and suspensions - (excluding Dalian students)
 - a) **Probations: 128**
 - b) **Suspensions: 53**
- v. Dismissals from MBA: 5 (**2 of 5 are going to appeal**)
- vi. GPO advisor – Starts June 1st.
- vii. Approval for external reviewers – **To date, 11 faculty have indicated their intention to apply for Tenure and/or Promotion. Please send list of prospective external reviewer to Libby if you have not already done so.**

b. Dr. Ragan

- i. Large storage space requirement for courses on Blackboard – **COB Computing sent list out to each department. Streaming videos rather than saving to Blackboard would save space. Look at report and see where space can be saved.**
- ii. Room Reservations for Student Orgs – **Glass 486 will remain a classroom through Fall, but plans are in place to return it to reservable specialty space starting SP21. Make sure student organizations, faculty advisors and administrative assistants know to schedule student organization weekly meetings in standard classrooms. Special events will be considered for Specialty space.**

BAC:

FGB:

ITC:

MFD:

MKT:

MARCOM:

MGT:

SOA:

TCM:

Mark Your Calendars

May

21 – Staff Appreciation Picnic and Float Event in BearFest Village (11:30am – 3:00pm)

June

19 – Alumni Awards of Distinction Banquet – 6:00pm PSU Ballroom

24 – Administrative Summer Planning Retreat – 9:30am – 5:00pm (details TBD)

24 - 25 – Summer Visit Day

July

5 – University Closed in recognition of Independence Day

23 – Summer Visit Day

September

8 – Accounting Career Fair - University Plaza Hotel

14 – COB Career Fair – EXPO Center

15 – Day after Interviews – EXPO Center

October

13-14 – MSU Giving Day (Homecoming Weekend)

30 – Fall Showcase

November

12 – 3-Minute Thesis (3MT) Competition @ 5:00pm – McQueary Family Health Sciences Hall, Room 126

13 – Fall Showcase