

COB LEADERSHIP TEAM (CLT)

Thursday, February 11, 2016

2:00 – 4:30 pm, Glass 115

AGENDA

In attendance: *Stephanie Bryant, Neil Callahan, Barry Cobb, Ron Coulter, Sandy Culver, Dave Meinert, Kate Mendenhall, Kent Ragan, Libby Rozell, Randy Sexton, Dick Williams*
Recorded by: *Sherri Cornelius*

1. Dean Bryant's updates *Stephanie Bryant*
 - a. Spring Awards Process Review (4/28 – 4/29 – all come events)
 - i. Departmental Awards
 1. DH nominations for Delp, Cheek, and Glass awards, and decisions on all departmental awards due by next meeting (March 3)
 - a. Departments can give as many awards as they wish, and can create new awards or discontinue awards – they don't have to be the same each year.
 - b. If a cash award is attached to a Department Award, the Department pays for that from their Foundation funds
 2. Dean and Associate Deans make Delp and Cheek final decisions from DH nominations and student essays
 - a. Essays should be submitted with M# only – no name
 - ii. Golden Bear Award
 1. CLT nominations due by next meeting. Dean makes final decision.
 - iii. Sandy will provide a list of graduating students from SU15 and FA15 and SP16, for selection of student to carry COB banner.
 - iv. COB Commencement speaker – we will nominate our departmental and COB award nominees (above)
 - b. Load expectations
 - i. For internet courses
 1. Number of students
 2. There is an "Online Only" category for students
 3. Online classes should be capped, with the decision made by DH.
 4. Caps should be similar to numbers in seated classes.
 - ii. Core courses
 1. Number of internet sections
 2. We need to have at least one internet section in all core classes – probably more. Dr. Rozell and Sandy will discuss.

- c. Travel authorization/travel reimbursement/other purchase process
 - i. Faculty should complete/submit the Travel Reimbursement/Pre-Approval Form prior to their trip and receive approval from their DH and the Dean.

d. Planned date for Fall 2016 events

i.

Event	Current Year	Last Year
COB Scholarship Banquet	F 11/4	F 11/13
COB Career Fair	T 9/20	T 9/22
SOA Career Fair	W 9/7	W 9/9
SOA Scholarship Banquet	Th 9/22	Th 9/24
EAC	F 10/7	F 10/16

- ii. We will begin, in January of each year, to decide dates for fall COB events.

e. Succession plan

- i. Dr. Rozell will create one this year

f. COB Hiring Update

- i. Hired: 10 faculty including 5 TT (MGT, FIN, CIS), 2 DHs, 3 instructors (ACC, FGB)
- ii. Searches between now and next year: 10 that we know of, including:
 - SOA - 2 (Lampe, Byrd) - hold on Greer
 - MKT - 5 (Parker, Stokes-Watson, Denton, Cobb, Johnston)
 - CIS - 2 (McMurtrey, Ellis)
 - TCM - 1 (Mehany)
- iii. Staff searches: COB Graduate Program Coordinator, additional COB Graduate Advisor
- iv. In the hiring process, we should emphasize that we are a comprehensive university.

g. COB Strategic Plan

- i. Discussed remainder of the timeline/process

h. Sabbatical

- i. Requests
 - 1. S Brahnam – FA16
 - 2. Stephen Haggard – SP17
 - 3. Dana Haggard – SP17
- ii. If a person is on sabbatical, he/she cannot teach EMBA classes

- i. PSIP
 - i. Waiting for final verdict from committee on the 2 applications from our college
- j. GA Allocations
- k. T & P
 - i. Jeff Jones is the only one who will be up next year.
 - ii. Several will need packets submitted for progress.
- l. Purchases Dean will approve
 - i. The threshold will be changed from 5k to 3k
- m. DHs should share fire alarm protocol in their Department meetings
- n. Outside Activity Reports
 - i. Due from faculty to DHs - Feb 29
 - ii. Due from DHs to Dr. Meinert - March 15
- o. Office will need to be completely vacated/emptied by summer, with everything (all furniture, bookcases...) packed up/moved out.
- p. Dr. Meinert will work with Dean Bryant on the new building project schedule

<u>MARK YOUR CALENDARS</u>		<u>Travel and Vacation Notes</u>	
Feb 19	COB Strategic Planning meeting	Feb 13-16	Dr. Callahan out – ACCE site visit
Apr 14	All Come - Public Affairs Hall of Fame Induction – White River Conference Ctr.	Feb 26	Dr. Meinert out – vacation
Apr 28	All Come - Spring Awards, EAC Reception, BGS Ceremony – White River Conference Ctr	Mar 3 (pm)-4	Dr. Rozell out – vacation
Apr 29	All Come – EAC Breakfast/Meeting – Vandivort Hotel	Apr 1-5	Dean out - AACSB (CAP and ICAM)
May 5	All Come - Faculty Recognition Reception – PSU Ballroom (3 p.m. – 5:00 p.m.)		