

COB LEADERSHIP TEAM (CLT)
Thursday, October 13, 2016
10:00 a.m. – 11:30 a.m., Glass 400
Meeting Minutes

In attendance: *Stephanie Bryant, Neil Callahan, Ron Coulter, Sandy Culver, Josh Davis, Jeff Jones, Kent Ragan, Libby Rozell, Dick Williams*

Absent: *Dave Meinert, Kate Mendenhall*

Recorded by: *Sherri Cornelius*

- I. Announcements *Stephanie Bryant*

- II. Dean Bryant Updates Stephanie Bryant
 - a. Current searches (recap)
 - i. MGT
 - 1. MHA, Strategic Mgmt positions – have extended offers/received acceptances for both
 - 2. DH – posting should go up next week
 - ii. SOA
 - 1. Two openings. Interviews are underway
 - iii. Reorganization in Dean's office
 - 1. Enrollment/Recruitment Manager position was eliminated.
 - 2. Coordinator of Assessment and Enrollment Management position was added (Kate Haring). She will manage Assurance of Learning Accreditation, SOA Accreditation report.
 - 3. In addition to Corporate Recruiting, recruitment duties (including coordination of campus visits) will now be done by Vickie Hicks.
 - 4. In addition to Event Planning, Alumni Relations will now fall to Mary Grace Phillips.
 - b. FLSA (*subsequently updated 12/6/16*)
 - i. COB employees categories
 - 1. Salaried Professional – Exempt
 - 2. Academic Administrators – Exempt
 - 3. Academic Administrative Personnel – Exempt
 - 4. Professional Staff – Non-exempt
 - 5. Staff – Non-exempt
 - a. Holiday Luncheon and similar events will be counted as lunch hour
 - b. Should not work through their lunch, or be doing any work during their lunch. Encourage them to take lunch away from their desk.
 - ii. Comp time
 - 1. Exempt employees will not receive comp time
 - c. Fee schedule
 - i. We have to go through this process every 5 years.
 - ii. It goes in front of the board for approval.
 - iii. Discussion of fees strategy
 - d. Complete College America
 - i. Goal is for students to graduate in 4 years.
 - 1. Several states have already adopted this program.
 - 2. Five pillars of the program
 - a. Co-requisite remediation

- b. Full time is 15 hours
 - c. Structured schedules (everyone takes mostly set classes, with not many choices by students)
 - d. Banded tuition – everyone pays for 15 hours of tuition (whether they take fewer or more)
 - e. Guided pathways to success
 - 3. They suggest using an intrusive advising approach
 - a. We have tried that tactic
 - 4. Our current catalog says 125 minimum hours for graduation.
 - a. University will be asking all colleges if they would agree to have that changed to 120 hours.
 - 5. COB retention was 86% from FA15 to FA16.
- e. EAC (follow-up from last week’s meeting)
- i. Admissions issued raised
 - 1. At Dean’s request, at an upcoming ALC meeting, Admissions will be there to go through their process.
 - ii. Evaluation numbers
 - 1. Dr. Rozell has created a template for Depts. to use to record faculty evaluations from info provided on PDF provided by Computer Services.
 - a. Admins will complete the forms.
 - 2. Dr. Rozell provided new SA form.
 - a. It can be sent electronically.
 - b. Articles can be sent to Digital Measures electronically, so no hard copies of anything are required.

III. Associate Dean Updates

- a. PSIP applications will be due to Dr. Rozell by Dec 16

Libby Rozell

IV. Around the room

- a. FGB
 - i. Pool of finance 150 applicants has been narrowed to 15.
 - ii. Insurance position search is ongoing.
 - iii. FGB student was chosen to be commencement speaker.
- b. TCM
 - i. Search was just posted.
 - ii. One of their interns was named Construction Intern of the Year 2015
- c. CIS
 - i. Cybersecurity hiring process is moving along.
 - ii. QBA hiring process is moving along.
 - iii. They are making batch curricular changes.
 - iv. Cybersecurity Summit will be held in March.
 - v. Department goals
 - 1. Marketing
 - 2. Creating an Advisory Council
- d. MKT
 - i. Skyping 5 candidates this week
- e. BAC
 - i. Registration for SP17 starts Oct 31.

<u>Mark Your Calendars</u>		<u>Travel/Vacation Notes</u>	
Scholarship Banquet – White River Conference Center	October 28	Kate Mendenhall – CACUBO/vacation	Oct 9-18
		Dean Bryant – AACSB Site Visit (ISU)	Oct 15-18
		Dr. Ragan – vacation	Oct 17