

## COB LEADERSHIP TEAM (CLT)

Thursday, December 19, 2013

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

### MINUTES

**Present: Dean Stephanie Bryant, Sandy Culver, Kate Mendenhall, Rowena Stone, Drs. Elizabeth Rozell, Dave Meinert, Dick Williams, Kent Ragan, Neal Callahan, Ron Coulter, Jerry Chin**

1. Dean Bryant's updates *Stephanie Bryant*
  - a. Glass Hall video
    - i. Video was played
    - ii. This is the video that will be taken on the road to raise funds for Glass Hall renovations
  - b. Marketing & Communications Strategic Plan
    - i. Mission, Vision, Values chart was reviewed
    - ii. Marketing & Communications Strategic Plan chart was reviewed
    - iii. Marketing & Branding plan was reviewed
  - c. Key Performance Indicators
    - i. Key performance indicators were reviewed
    - ii. Suggestions on additional measures were given
  - d. DBA
    - i. Discussion was deferred for future date
  - e. Departmental research workshops
    - i. Every department should hold research workshops
  - f. Blackboard
    - i. University level discussion about replacing Blackboard with another vendor
      1. Department Head feedback
        - a. Issues at beginning of semester
        - b. Need more servers
        - c.
  - g. GA/Student worker shirts
    - i. GAs/Student workers need to wear COB shirts or Bearwear when working at front desks
2. Dr. Rozell's updates *Libby Rozell*
  - a. Large classrooms
    - i. If you are thinking of changing classrooms, let Dr. Rozell know
  - b. Graduate certificates for financial aid
    - i. Be sure to fill out the form and get it turned in
  - c. Cross-listed courses
    - i. Need to have more clear requirements for undergraduate/graduate students for HLC visit
    - ii. Please review syllabi for these courses
  - d. Yearly MBA schedule

- i. Online MBA enrollment is growing
  - ii. Dr. Rozell will meet with each Department Head to review course schedules
    - 1. We need to stick to what is agreed upon for our students
    - 2. Will review breakeven point for each class for enrollment
    - 3. Will discuss cutoff date for cancelling semester classes
- e. Enrollment
  - i. Department Heads shouldn't grant overrides
- f. MBA 600 courses
  - i. No more CIS 600
  - ii. No more MKT 600
  - iii. They can take the undergraduate equivalent courses
- g. CIS 200
  - i. Will take to COB Council in January
  - ii. Proposed for COB requirement
    - 1. 1 hour increase to CIS 201
- h. PSIP process and deadline
  - i. Have 6 applicants in COB
  - ii. Process/Timeline was reviewed
- i. BBC activities
  - i. Breakfasts haven't been well attended; cancelling in Spring
  - ii. Etiquette dinner in spring
  - iii. Ice Cream social at end of semester
  - iv. Alternative Spring Break trip was cancelled due to lack of interest
  - v. Study Abroad trip still has spots available
  - vi. 22 incoming students for next year
- j. Reminder on new AQ/PQ form
  - i. Due February 10<sup>th</sup> to Department Heads with annual evaluations

3. Dr. Meinert's updates

*Dave Meinert*

- a. Carpeting
- b. Rear screen projection screens
  - i. Working on sealing them
- c. Water usage numbers
- d. EMBA updates
  - i. Cohorts 16 & 17 done
  - ii. Cohorts 18 & 19 are in progress
  - iii. Cohorts 20 & 21
    - 1. Record number of applicants
    - 2. GA help for driving vans
- e. IBP
  - i. Trip numbers look good
- f. MHA program
  - i. Mercy EMHA graduated
  - ii. Cox cohort is beginning
  - iii. Another Mercy cohort is beginning

iv. Mercy was impressed with the Capstone projects presented

4. Business Advising update

*Sandy Culver*

- a. Update on override process
  - i. Overall things have gone well
  - ii. Communications
    - 1. Let Sandy know if you are adding a section
    - 2. Overrides need to be done by BAC
      - a. 500 level and below
      - b. 600 level can be handled by DHs

5. Around the room

- a. CLT members shared updates in their areas

**2013-14 COB Calendar Notes**

***Fall***

12/23 – 1/1/14 Holiday Break

***Spring***

1/20 Extra Given Day – No classes/Offices closed

2/12 **COB Faculty & Staff awards deadline**

2/17 Extra Given Day – No classes/Offices closed

3/1 **PSIP evaluations and materials due to Provost's Office**

3/10 – 3/14 Spring Break

3/20 Public Affairs Convocation - Colin Powell

4/17 Spring Holiday – No classes/Offices open

4/18 Spring Holiday – No classes/Offices closed

5/1 COB Spring Awards Dinner

5/2 EAC meeting

5/9 All COB meeting

**Travel Notes**

***Spring***

1/26 – 1/28 Stephanie at OSU accreditation visit

2/2 – 2/4 Stephanie at APLG

3/22 – 3/25 Stephanie at Northumbria accreditation visit

4/17 – 4/25 Stephanie vacation