

COB LEADERSHIP TEAM (CLT)

January 3, 2019

MINUTES

Attendees: David Meinert, Neal Callahan, Ron Coulter, Sandra Culver, Joshua Davis, Jeff Jones, Kent Ragan, Elizabeth Rozell and Dick Williams.

I. Dean's Agenda Items

a. Announcements:

- i. BOG Excellence in Public Affairs award – nominations begin January 21, 2019
<https://publicaffairs.missouristate.edu/awards>
- ii. Executive Assistant II replacement is expected to join COB on Friday, January 11, 2019. A meet and greet for staff is being planned, and an announcement will be made via Inside COB.
- iii. Dr. Williams successfully completed the DESE certification required to teach a dual-credit ACC201 course for Springfield Public Schools Launch Program.

b. Discussion:

- i. **Promoting COB Tutoring Lab** – Plans for promoting the COB Tutoring Lab were discussed. Faculty teaching courses supported by the lab will promote tutoring services, Glass Hall digital displays will feature advertisements, and faculty will be provided with an email template to send students likely to benefit from tutoring. The COB Tutoring Lab, staffed by departmental GAs, will open the second week of classes.
- ii. **Monitoring Course Enrollments & Cancelling Sections** – The importance of monitoring course enrollments was discussed, as were practices for notifying and accommodating students impacted by canceled sections. Associate Dean Rozell will periodically review course enrollments with department heads. There will be cases where low enrollments are unavoidable, and acceptable, e.g., during program wind-downs, currently low enrollment programs, highly specialized courses).
- iii. **Presidential Scholarship Interview Day (1/26)** – To increase opportunities for prospective students and their parents to meet with faculty and administrators, CLT members will take shifts covering the COB table for this event. In the event CLT member coverage is insufficient, faculty may be invited to participate.
- iv. **COB Minor requirement of at least 9 credit hours not counted as requirements on any major or other minor** – The Dean of the College of Agriculture (COAG) has expressed concern about COB Admission and Program Requirements placing a burden on non-COB majors who elect to pursue business minors. Section F.2. of Program Requirements stipulates “A minimum of 9 credit hours not counted as requirements on any major or other minor, and exclusive of ‘problems’ and ‘readings’ courses, is required for completion of any minor in business.” Per COAG, students who take AGB334 Marketing Agricultural Products (which has historically been accepted in lieu of MKT350) and opt to take two MKT courses listed as options in their course requirements, are required to take six additional credit hours in MKT to meet the 9 credit hour exclusivity requirements for the 15 credit hour MKT minor. They would still need

to complete 3 credit hours in the MKT minor to meet the 9-hour exclusivity rule. CLT discussed the pros and cons of the 9 credit hour exclusivity requirement for minors, and whether it makes sense for business and nonbusiness majors to have the same exclusivity requirement. Dr. Rozell will determine if COAG students are currently required to take 3 or 6 additional MKT credit hours, and whether some modification of the requirements might address COAG concerns without creating any unintended consequences. If there appears to be merit to proposing any changes to the COB Admission and Program Requirements, a proposal will have to be discussed and initiated at the departmental level and discussed and supported by the College Council.

- v. **Admitted Student Day (3/30)** – COB is anticipating the need to provide some level of interaction for prospective students participating in the SP19 Admitted Student Day. Melissa Price will consult with the Office of Admissions re college-level expectations for this event and will report to CLT.

vi. Search Updates

a) Faculty

- a. MKT has identified multiple candidates for SKYPE interviews for both of their open positions (Advertising and Logistics and Supply Chain Management)
- b. TCM has scheduled four campus interviews for their opening in Construction Management

b) Department Heads/School Directors

- a. FGB – The search has been completed and an announcement is forthcoming regarding the appointment.
- b. MKT – The search is nearing completion and we are optimistic an announcement will be made soon regarding the outcome.
- c. SOA – COB will be working with AcademicKeys to promote the SOA Director in hopes of generating a qualified pool of candidates.

II. Associate Dean Topics

a. Dr. Rozell

- i. FQ Process – Prior to the 2012 AACSB Peer Review Team (PRT) visit, COB department heads assessed FQ annually. Based on a recommendation from the 2012 PRT, COB revised its policy and faculty committees became responsible for the FQ process. Based on feedback from the most recent (2018) PRT, and concerns by faculty regarding being responsible for the FQ process, Associate Dean Rozell was charged with benchmarking our FQ process with other AACSB institutions. Responses to an inquiry re FQ process submitted to an AACSB Associate Dean Forum suggests other institutions have their department heads review credentials and determine FQ annually. As the feedback came from a wide range of institutions, Dr. Rozell is now reaching out directly to Deans and Associate Deans at peer institutions. If they too are consistently relying on department heads to complete the FQ process, Dean Meinert will seek COB FEC input regarding a return to past practice.

b. Dr. Ragan

- i. Seat Numbering in GLA101 and 108 – At some point in the past, seat labels were installed in GLA101 and 108. These labels, some of which are missing, look bad and have created confusion. The existing labels are being removed, and new, more professional looking labels installed. A revised seating chart will be distributed for these rooms, reflecting rows designated by letter, and seats designated by number (e.g., C1...C18).
- ii. EMBA – One EMBA cohort is expected to start in SP19, the size of the cohort is still uncertain as a large number of students are completing their visa interview this week.

DEPARTMENTAL UPDATES:

BAC

Searches for two Academic Advisor/Retention Specialist positions are nearly complete, and two offers are forthcoming.

FGB

Inquiry was made regarding the status of FA19 course evaluations. Subsequent to the meeting, Dr. Rozell contacted Computer Services and was notified course evaluations will not be available until at least January 25th due to maintenance of the scanning equipment.

MFD

Currently exploring online course options.

MKT

Two faculty searches are moving forward (Advertising & Logistics and Supply Chain Management.).

Drs. Jamrose and Coulter met with the faculty at Glendale to discuss offering a dual-credit class (MKT 150) to promote COB's Logistics and Supply Chain Management program.

MIT

Several groups of students from local HS were invited to tour, and gain hands-on experience in the new IT Infrastructure and Cyber Security Lab.

SOA

As noted under Announcements, Dr. Williams has earned his Educators Certificate, in Business Education Grades 9-12, and will be teaching a SP19 dual-credit ACC201 course for Springfield Public School's Launch Program.

TCM

Four candidates for the Construction Management opening will be on-campus for interviews in the next month.

Looking Ahead:

Events for January 2019 – May 2019

January 2019

- 9 Staff Awards Luncheon, 11:30am, Hammons Student Center
- 14 First Day of Classes for Spring 2019
- 19 MarooNation Ball in St. Louis, 6:00pm
- 21 University Closed for Martin Luther King Jr. Day
- 23 Bears in the Know Luncheon, 11:30am, Meyer Alumni Center
- 26 Presidential Scholarship Interview Day
- 31 Annual Emergency Response Exercise, 8:30am (Kent Ragan will be COB's rep)

February 2019

- 2 Kansas City MarooNation Ball, 7:00pm
- 5 Faculty Endowed Appointments Dinner, 5:00pm, Meyer Alumni Center
- 18 University closed in observance of President's Day
- 22 Board of Governors meetings

March 2019

- 11 – 15 Spring Break
- 19 MSU Birthday Celebration, Noon, PSU
- 27 Bears in the Know Luncheon, 11:30am, Meyer Alumni Center

April 2019

- 3 Endowed Scholarship Appreciation Dinner, 5:30pm, PSU Ballroom
- 12 Public Affairs Hall of Fame Induction Ceremony, 6:00pm, White River Conference Center
- 18 Spring Holiday – No Classes
- 19 University Closed for Spring Holiday
- 24-26 Collaborative Diversity Conference
- 25 University-wide Memorial Service, 4:00pm, PSU 400

May 2019

- 17 Spring Commencement 9:00am – CHPA, MCHHS; 1:00pm – COAL, COE, CNAS; 5:00pm – COB, COAG, Interdisciplinary)

Meeting adjourned at 3:59 pm.