

COB LEADERSHIP TEAM (CLT)

Thursday, April 9, 2015

Glass Hall 400 Board Room

MINUTES

Present: Stephanie Bryant, Neal Callahan, Barry Cobb, Sandy Culver, Bill Donoher, Mike Hignite, Kate Mendenhall, Kent Ragan, Elizabeth Rozell, Dick Williams

Absent: David Meinert

Stephanie Bryant

1. Interior Design major/minor and department name change
 - a. From Department of Fashion and Interior Design to Department of Merchandising and Fashion Design.
 - b. Interior Design major and minor programs moved to the Department of Technology and Construction Management.
 - c. Changes are reflected in the [2015-16 Preliminary Edition](#) of the catalog.
 - d. All Interior Design majors and minors have been reassigned to the Tech and Construction Management Department in Banner. Students still have the same academic advisors.
 - Assign department code of IM instead of FI when posting a minor code of HOU1 or HOU2.
 - Initiate name change on door in PCOB (Dr. Meinert).
2. Annual reviews
 - Tenure and non-tenure faculty. All departments are in with exception of Accounting.
3. Equity Requests
 - Dean has received equity requests and made recommendations to the Provost, who makes final decision – likely in May.
4. Hiring plans
 - Dean Bryant will be reviewing hiring plans received from the department heads. Note that we have significant needs in 4 programs that are running with one full time person (Management (Entertainment, Entrepreneurship, MHA); Accounting (Forensic Accounting). Management may combine one position.
 - Wesley Friske (new MKT faculty FA 15) successfully defended dissertation.
5. Awards procedures
 - a. Changes to timing next year (Delp & Cheek due one week earlier)
6. Spring Showcase
 - a. Sat, Apr 11, 9:30 am – 11:30 am - PSU 315
 - New Director of Admissions – Nechell Bonds

7. Public Affairs Hall of Fame Induction Ceremony/Banquet
 - a. Fri, Apr 17, 6:00 pm reception; 7:00 pm dinner/ceremony
White River Conference Center – 600 W Sunshine
 - All COB Administrators - black tie optional event
 - COB has two tables
8. All-COB meeting
 - a. Fri, May 8 10:00 – noon – GLA 108
 - Outstanding Professor Awards announced at that time.
9. COB Retreat
 - a. Fri, June 12, Tower Club – The Barons Room (21st Floor)
 - b. Preparation, in advance of Retreat
 - c. Menu selections
 - Dean will send templates to Dept. Heads to use in formatting.
 - Menu selections were distributed and need to be returned to Sherri.
10. Update on Visioning Committee
 - Dean, Associate Deans Rozell and Meinert, and Dr. Ragan have served on these committees. Reports due by May 15.
11. COB Alumni event
 - Discussed COB alumni event with Lori Fan. Not pursuing at this time. Possible specific alumni groups considered (i.e. AD Team alumni reunion) at a later time.
12. Budget
 - Gifts
 - Building event/kickoff the Thursday (October 15) prior to Homecoming.
13. Enrollment money – No word yet. Expecting to hear very soon. Executive Budget Committee will make a recommendation to the President. Could be any combination of faculty raise or new lines.

Elizabeth Rozell

14. P & T Process for next year
 - Streamlining process. Will discuss at COB Retreat (June 12).
15. MBA Open House: 67 attendees; 62 applied
16. COB Self-Study Report: contributing reports from administrators due April 15
 - Watch borderline AQ faculty. Publications roll off.
17. Graduate Council
 - Tom Tomasi proposing policy changes.
 - MBA – online courses maximum set at five (not using wait listing)
 - Cross-listing courses: must have either

- One syllabi that clearly depicts the expectations between graduate and undergraduate
 - Two syllabi: one for graduate, one for undergraduate
 - HLC review-related
 - GA hours reviewed/clarified: 20 hours per week (example if student works 30 hours one week, may work 10 the next; NOT applicable for international students – they can only work 20 hours per week, no fluctuation). If classes are called off (weather, etc.), the student does not make up that time.
18. PSIP for instructors - proposal from Dr. Craig in the works.
19. We will delete Bachelor of Applied Sciences minors from our programs, with the exception of TCM, whose BAS major is not covered by AACSB accreditation.

David Meinert

20. Out with Shandong Normal Delegation, Friday, April 10
21. Around the Table
- **Dick Williams:** search to replace Dr. Byrd, who is retiring at the end of the year.
 - **Barry Cobb:** hiring plan – department is on it
 - **Dr. Hignite:** will hire two instructors for CIS 200 and 201; faculty moving activities.
 - **Dr. Ragan:** Susan Crain - voted VP of SW Finance, Carol Miller – outstanding paper, Nancy Allen – second book out.
 - **Kate Mendenhall:** watching enrollment in summer classes to ensure we make minimum enrollments
 - **Dr. Coulter:** University now utilizes a form for retirement, Mary Chin and James Cofer retiring fa 2015; Chuck Herman trip to Europe; MKT enrollment up, AD Team among selection of 20 schools for presentation in KC next week; faculty moving activities.
 - **Sandy Culver:** registration (appointments 8 days out); send students with override requests to their advisor.
 - **Dr. Callahan:** faculty and students to KC for IBUILD event next week; two successful hires and a third one in process; May 7 – TCM advisory board meeting.

Discussion – Bears Business Program

Students unresponsive. We paid for the RPA's (residence programming assistants). COB has an overall 87% retention rate but the BBC retention rate is lower both for COB and the university. University-wide the LLC has decided strategically to create a total of 17 LLCs with potentially taking this to 30 LLCs. We are considering phasing this program out since the competition will be fierce and our students are not responding to this particular initiative with the enthusiasm we hoped. Perhaps put resources into a freshman leadership program.

Minutes recorded/submitted by Laurie Bryson

MARK YOUR CALENDARS

(Sat) Apr 11 Spring Showcase – PSU 315
(Wed) Apr 15 Dean submits Equity Requests to
Provost
(Fri) April 17 Public Affairs Hall of Fame Dinner
(Sa) Apr 25 Fashion Show
(Sa) Apr 25 MarooNation Ball – KC
(Th) April 30 Diversity Training Workshop
(PSU 308)
EAC Dinner (UP)
(Fri) May 1 EAC Meeting (UP)
(Tu) May 5 All-Faculty Recognition Reception
(Fri) May 8 Active Shooter Training in Glass
Hall 101 & 102
(Fri) May 8 All-COB Meeting (GLA108)
(Fri) May 15 Commencement (COB 5 pm)
(Fri) June 12 COB Retreat (Tower Club)

Travel and Vacation Notes

Apr 20-25 Dr. Meinert out (MA trial)
May 11 Dr. Williams out (v)
May 18 – 22 Dean Bryant out (v)
May 18 (noon) – 22 Dr. Ragan out (v)
May 19 – 25 Dr. Meinert out (China)
May 26 – 30 Dr. Ragan out (v)
May 26 – 30 Dr. Williams out (v)
June 1 – 5 Dean Bryant out (jury duty)
June 3 – 4 Dr. Ragan out (AACSB)
June 8 – 9 Dr. Williams out (v)
June 22 – 26 Dr. Williams out (v)
June 24 – July 4 Dr. Callahan out (v)
June 24 – July 2 Dr. Ragan out (v)