

COB LEADERSHIP TEAM (CLT)

May 9, 2019

2:00 – 3:30 pm * Dean's Conference Room

A G E N D A

David Meinert, Kent Ragan, Jeff Jones, Melissa Price, Stef Hall, Dick Williams, Elizabeth Rozell, Joshua Davis, Ron Coulter, Sandy Culver

Guests: Kelly Rapp, Don Simpson

- I. Guest – Kelly Rapp, Director Career Center
 - a. Wants to know which depts. require internships? Entertainment Management, Construction Management, and Merchandising. General Business curriculum is looking at requiring internships in the near future. All 3 IT major tracks have an internship elective. Marketing has it as an elective as well.
 - b. What have DH's gained and appreciated from using and going through the Career Center for internships? Dr. Meinert - Getting more opportunities and pairing students with more internships. Dr. Jones wants the internships to be impactful jobs, not just a job that employers are needing to fill. Dr. Rozell – we're trying to create a culture of internships. High end schools are requiring students to have internships. Dr. Williams – purposely doesn't send his students through the Career Center, but would do it to help alleviate the administrative load and to see a better knowledge rate of graduating students.
 - c. Career Center's purpose – posting jobs in Job Tracks. Just recently signed a contract with HandShake to make Job Tracks more user friendly and have a higher success rate than current platform. HandShake goes into effect on July 1. The Career Center posts internships. The Career Center connects students with employers by bringing them (employers) to campus for the Career Expo.
 - d. Question raised by Dr. Coulter - Does HandShake have the capability to track the students and employers appraisals? It needs to be reliable if we're going to send students through the Career Center as departments need that information.
 - e. Don Simpson – Career Center is more of the middle man and there needs to be a system that can take care of it all. We are the only college that has a dedicated Career resource person, Todd Euglow. Career Center is exploring an advisory group, with internships the primary focus.
 - f. No change for this summer. Kristina Rosewell is managing the new system. New system will be used for Fall.
 - g. Dr. Rozell will follow up with Kelly this Summer to make sure there is a plan in place for Fall.
- II. Dean's Agenda Items

- a. Announcements:
 - i. Commencement – May 17
 - a) 9:00am – CHPA, MCHHS
 - b) 1:00pm – COAL, COE, CNAS
 - c) 5:00pm – COB, COAG, Interdisciplinary
 - ii. PAF's for NEW GA's for FA19 are due July 15 in the Grad College – going forward, per Frank, departments can lose their GAs if the deadlines are not met.
- b. Discussion:
 - i. Campus Bookstore Consulting – Consultant came to ALC, open ended questions so exact purpose of the study is not clear.
 - ii. Enrollment Updates and Perspectives – forecast is for MSU to be down 670 students for Fall. Even with the recommended \$10,000,000 equity adjustment, and budget cuts by colleges, we are still \$87,000 in the red for FY20. For every additional 100 students, MSU realizes \$667,000 in additional revenue.
 - iii. Correlations of Retention and GEP 101 success – Michelle – handout – how can we intentionally change a student's path if they are struggling? Proposal of using student fees to fund GA positions to proactively reach out to help struggling students. The key will be identifying struggling students in the 3rd or 4th week of classes, so they have time to improve. Retention rate is measured first year to second year.
 - iv. Mo Exell RFP – There is interest in growth of non-major/non-graduate certificates. Will not bring in as many students to Universities as the government anticipates. Students may not want to come to a 4 year University to get a certificate. COB will be submitting a proposal related to our entrepreneurship programs, and possibly other certificates.
 - v. Degrees When Due – CBHE Initiative – Do we want to participate? – Frank – tabled to next meeting
 - vi. On-line Course re-development Initiative (early plans) – A plan will be developed to compensate faculty for refreshing online course content.
 - vii. COB SU19 Retreat Options FRI (8/2), MON (8/5), TUE (8/6), MON (8/12) – July 30th selected for COB CLT Retreat.
 - viii. All COB Presentation

III. Associate Dean Topics

- a. Dr. Rozell

- i. T & P candidates for next year – send to Dr. Rozell ASAP.
 - ii. Summer school breakeven – DHs have been contacted and information is needed back ASAP.
 - iii. AACSB annual report – Kate is collecting information and please send to Dr. Rozell ASAP.
 - iv. Annual faculty evaluations – Make copies and send to Dr. Rozell.
 - v. COB Graduate Programs office advisor – hired new advisor, Lane Nichols, starting on June 10th. Lane was a GA in Graduate College.
 - vi. MBA Schedule – Online population has grown. Would like to have 2 online courses and 1 seated for the core courses. Having trouble finding people to teach them. Seated schedule will be sent out again.
- b. Dr. Ragan
- i. Classroom renovations – update at All-COB Meeting – made some cosmetic changes and some big classroom remodels scheduled for this Summer.
 - ii. Outside Activity Reports - get originals and summary to Dr. Ragan ASAP.
 - iii. Bolivia – courses will be 20 weeks long
 - iv. HVAC and other issues – please relocate your classes as necessary. Janet can help if needed.
- c. Dr. Jeff Jones
- i. Update on the DH Hiring Procedures Committee – Has been a benign exercise, input from General Counsel and HR has helped shape the outcome. The review has shown that the existing process is very efficient and effective. May only need to meet one more time to complete.
 - ii. Discussion regarding the distribution of gifts/pledges to DHs – Brent said that DHs should be getting the information and should be sending thank you notes to donors. Going to be centralized from the Dean's office and will be going out shortly. May want to revisit the process.

BAC:

FGB:

MFD:

MKT:

MARCOM:

MIT:

SOA: How can we get use of the computer lab to schedule a class? Dr. Davis takes care of this.

Mark Your Calendars

May 2019

- 16 – Board of Governors committee meetings
- 17 – Spring Commencement 9:00am – CHPA, MCHHS; 1:00pm – COAL, COE, CNAS; 5:00pm – COB, COAG, Interdisciplinary)
- 27 – University Closed for Memorial Day
- 29 – Bears in the Know Luncheon, 11:30am, Alumni Center
- 31 – Springfield MarooNation Ball, 7:00pm, The Old Glass Place

June 2019

- 21-22 – Volunteer Engagement Forum
- 22 – Bears of Distinction dinner & awards ceremony, 6:00pm, PSU Ballroom

July 2019

- 4-5 – University Closed in observation of Independence Day
- 11 – Administrative Planning Retreat, TBD
- 24 – Bears in the Know Luncheon, 11:30am, Alumni Center
- 26 – Summer Visit Day, 9:30am, PSU
- 28 – MSU Alumni Day at Busch Stadium, 1:15pm
- 31 – Academic Leadership Retreat, 8:00am – 5:00pm, Darr Ag Ctr

August 2019

- 8-9 - BOG Retreat, TBD
- 12 - New Faculty Orientation – HR portion, 10:00am – Noon, KARL 101
- 12 - New Faculty Reception, 5:30pm, Clif's House
- 13 - New Faculty Orientation – Academic Affairs, 8:00am – 5:00pm, GLAS 101 & PSU
- 14 - Showcase on Teaching & Learning, 8:00am – 1:30pm, PSU
- 15 - All Faculty Welcome Back Luncheon, 11:30am – 1:00pm, PSU Ballroom
- 16 - COB All College meeting, 10:00am, Glass Hall Atrium
- 18 - New Student Convocation,
- 19 - Fall Semester begins