

## COB LEADERSHIP TEAM (CLT)

**September 12, 2019**

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

### A G E N D A

#### I. Dean's Agenda Items

##### a. Announcements:

- i. Faculty Research Grant Proposal Deadline – Oct. 1, 2019
  - a) Preparing a Successful Internal Grant Application, 9/12/19, 3:30-5:00pm, PSU 317 – **Julie Masterson putting on this event.**
- ii. Writing a Successful Thesis: Orientation for the Grad College Bb Site
  - a) 9/19/19, 4:00-5:00pm, TEMP 002
  - b) 9/20/19, 11:00am – Noon, PROF 103
  - c) 9/25, 10, 9:00-10:00am, PSU Theatre
- iii. Major Equipment grant requests due to Provost by Oct. 7, 2019 (Kent's Deadline: 10/1/19) **Departments are expected to provide matching funds, as well as the College.**
- iv. Cost Center funded Equity Requests for Staff due to Provost by November 1, 2019 – **CLT should submit requests with supporting documentation to the Dean by no later than Monday, October 21.**
- v. Annual MSU/OTC Joint Meeting, Monday, Feb. 24, 2020, 3:30pm
- vi. International Travel Funding deadline (for this cycle) October 15<sup>th</sup>
- vii. AY2020 Calendar may be impacted by SPS pushing back fall start (new State law) – **Calendar Committee meeting is Friday, September 13, 2019. May affect fall semester schedules, spring semesters should not be impacted. Jeff Jones, who serves on the Committee, will report information at next meeting.**
- viii. RSVP required for September 18<sup>th</sup> SEM Kickoff
- ix. MSU MoExcels Proposal made top 10 – **Clif will make a presentation to the Coordinating Board on September 30<sup>th</sup>.**
- x. China campus – **LNU has requested a second major for several years and recently expressed interest in the new Business Analysis major.**
  - a) **Kent Ragan and Josh Davis are working on a proposal.**
- xi. **China's Southwest University has expressed interest in a 2+2 Marketing Management major with COB**
  - a) **Kent Ragan and Ismet Anitsal are working on a proposal for Southwest University officials.**

##### b. Discussion:

- i. Career Fair Observations
  - a) SOA – 170 student attendees and 39 booths (includes MSU Grad Programs and Becker)
  - b) Business 802 student attendees and 135 booths (includes MSU Grad Programs, Mizzou MBA, Mizzou Law)
  - c) Prepare for the Fair attendees 1132 in advance 18 same day
  - d) Combined attendance – 972 (FA18 955) SOA down 35, Business up 62

- e) Computer Science and Economics students reported that they did not hear about the career fair through their own programs (despite their DHs receiving information in advance). Students were very pleased with the Career Fair+ app, which COB will continue to use going forward.
  - f) Select employers expressed interest in our returning to the practice of color-coding (by major) student nametags. Some employers wish to intercept students in the walkways; others with multiple representatives want to pair students with the most knowledgeable associate.
  - g) COB offered a last-chance Prepare for the Fair (video) the day of the Business Career Fair. Students, many of whom initially went to the Expo Center, had to view the video in the Deans Office.
  - h) Kent Ragan noted that with students professionally dressed we should remind faculty to do the same.
  - i) Dick Williams expressed concern that students may not have been aware of firms located in the last, partial row. Melissa Price suggested having the booths go in reverse alpha order next year to put the vendors that usually end up at the end, near the front. May flip-flop the alphabet every year going forward.
  - j) Resume templates were suggested for students that will be program specific and available to all students. Advisory boards can provide input regarding content and layout. Elizabeth Rozell will set a date in the future to get ideas and will inform Todd Euglow of this plan.
- ii. Employer requests for hallway tables – Send all requests through Mary Grace, including those for Kemper and PCOB. It is important that we treat all firms the same when it comes to reserving tables for Employer of the Day visits.
  - iii. Strategic Enrollment Management (SEM) - (see handout)
  - iv. National Survey of Student Engagement (NSSE) – 2019 Snapshot (see handout) – NSSE results for Missouri State first-year and senior students were distributed with comparative data for our historical Carnegie Classification (masters comprehensive). The next round of NSSE results will reflect our recently revised Carnegie classification (Doctoral/Professional Universities). CLT will discuss the NSSE findings at a future meeting, with a summary of potential action plans provided to the Provost/ALC.

For next CLT:

- a) How can this info inform COB?
- b) What if any action items could/should COB consider?

CLT will discuss the NSSE findings at a future meeting, with a summary of potential action plans provided to the Provost/ALC.

- v. International Travel Approval and Funding Sources – Department heads were reminded that preapproval (by Provost) is required for all international travel. Additional college level funding for international travel will be contingent upon faculty seeking University International travel funds and/or departmental match.
- vi. Consolidated Teaching Data Draft Report (Produced by IR for Provost) – (see handout) – Institutional Research is pulling together data regarding teaching

assignments, level (UG or GR), cross-listed courses, caps, enrollments, credit hours generated, contact hours, etc. to provide more transparency within and across colleges. A preliminary draft report was shared, and there is discussion of developing a dashboard to provide easier access to instructor/course level data.

## II. Associate Dean Topics

### a. Dr. Rozell

- i. Graduate Applications portal for 2020 is live – Potential graduate students can now apply.
- ii. 3MT – Friday, November 1, 5pm Glass 101 – If there are more than three COB students interested a college run-off will be held. Let Dr. Rozell know if you have any students interested in participating.
- iii. Graduate Interdisciplinary Forum – May 2, 2020 – Abstracts due March 30, 2020 COB is historically underrepresented at this event, and more students need to be encouraged to participate. Poster presentations are very informal with students, faculty, and guests asking the student researcher questions related to their research. Encourage independent study students to participate. Great opportunity to practice presentation skills.
- iv. Close levels for MBA courses – Dr. Rozell sent an email to set close level at 5. Please look at MBA courses and send feedback.
- v. T & P committees and timeline – Committees should already be formed. Dossiers are supposed to be submitted by Oct. 1.
- vi. Final posting of:
  - a) COB Committee List – Posted on the COB – Faculty Resources site. Mary Grace has them if you find any errors.
  - b) Faculty Awards Document
  - c) FQ Forms

### b. Dr. Ragan

- i. Semester Abroad – AACSB? – While domestic transfer credit is generally limited to courses completed at AACSB accredited institutions, COB will accept credits from preapproved, nonAACSB accredited international institutions. IBP has a listing of previously approved institutions and COB courses. DH's will use their judgement when approving/denying additional courses. If student has an issue transferring courses from an approved study away, they should go to Dr. Rozell and/or Michelle Hulett to get the situation rectified.
- ii. Study Away Faculty Q and A – Oct. 22, 11:00am – If you know of someone who wants to go to this event, but has a conflict, they should contact Kent Ragan. He will meet with them 1:1 to provide info and answer questions.
- iii. Class Cancellation Signage – Signs are often confusing (which professor, classes, and/or days), and often are not removed in a timely manner. Faculty should notify their department's administrative assistant whenever classes are canceled, and they in turn should post and remove signs. Faculty should be reminded to notify students re cancellations via Bb or email.

**BAC:** Will be posting two advisor positions Friday, September 13, 2019: one replacement and one new position.

**FGB:** Baker Chair meeting was Monday, September 9, 2019. CFA team is currently being selected. FMA are hosting an event on September 26, 2019. Setting up Skype interviews for FIN assistant professor search. Jeff Jones has information on how to use Hand Shake if you need it.

**ITC:** Advisory Council met a couple of weeks ago. Hosted a Career Fair Mixer the night before the COB Career Fair.

**MFD:** Fashion Design faculty and/or students will be creating a jersey for the COB bear located outside the atrium.

**MKT:** Search is still going on for a Logistics and Supply Chain Management assistant professor, with 10 applications received to date. Curriculum revision has started and the first progress report is due Friday, September 20, 2019. FYI – a recent work-study applicant had already exhausted their funding for the current AY. A MKT student was nominated for the Citizen Scholar Award.

**MARCOM:** Thanks for Career Fair Support. Majors Fair is September 26, 2019. Make sure tables are staffed for the entire event.

**MGT:** Search is still going for MHA professor. DH search is going.

**SOA:** Accounting Club is trying to get a group to go to a conference in North Carolina. The club made a crowd-funding video and is posted on the website.

**TCM:** Construction Management Advisory Board meeting was Monday, September 9, 2019. Hosted a TCM Career Fair Mixer. Springfield Contractors Association is having a BBQ tonight, with TCM students volunteering. Some of the proceeds from this event fund CM related scholarships.

### **Mark Your Calendars**

Sept 18 – COB Corporate Mentor-Meet Your Mentor Kick-off – 4:45pm – 5:45pm – Glass 486  
Sept 18 – Strategic Enrollment Management, Noon (lunch) – 5:00pm DARR  
Sept 20-22 – Family Weekend  
Sept 26 - Major's Fair  
Oct 1 - Bears of Distinction Nomination Deadline  
Oct 1 – Public Affairs Conference Keynote address (Bobby Bones), 7:30pm, Hammons Hall  
Oct 1-3 – Public Affairs Conference  
Oct 7 – State of the University Address, 12:15pm, PSU Theater  
Oct 10 - Executive Advisory Committee (EAC) Social Hour & Dinner – 5-7 pm  
Oct 11 - Executive Advisory Committee (EAC) Meeting – 8am-Noon  
Oct 18 – T & P Workshop, 9:00am – 10:30am  
Oct 26 – Homecoming Tailgate  
Oct 31 – MSU-OTC Joint Administrative Meeting, 8:00am, OTC  
Nov 1 – Three Minute Thesis Competition, 5:00pm, GLAS  
Nov 2 - MSU Showcase  
Nov 4 – Public Affairs Convocation, 7:00pm, Hammons Hall  
Nov 6 – Bears in the Know Luncheon, 11:30am, Alumni 101  
Nov 14 - Willard HS Explore Your Future (Career Day)  
Nov 22 - COB Scholarship Banquet  
Nov 27-29 – Thanksgiving Holiday  
Dec 9 – Foundation Holiday Reception, 4:00pm, Meyer Alumni Center  
Dec 13 – Commencement Ceremonies, 10:00am  
Dec 23 – Winter Break begins – University closed through January 3, 2020  
April 3 - Bears of Distinction Dinner and Awards Ceremony

### **Travel Dates**