

## COB LEADERSHIP TEAM (CLT)

March 12, 2020

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

### MINUTES

David Meinert, Kent Ragan, Elizabeth Rozell, Ismet Anitsal, Neal Callahan, Sandy Culver, Joshua Davis, Jason DeBode, Jeff Jones, Melissa Price, Dick Williams, Stef Hall

#### I. Dean's Agenda Items

##### a. Announcements:

- i. Deadline for nominations for BOG Excellence in Public Affairs Award to Rachelle Darabi
  - a) Faculty Option 2 – Nominee vetted by College Committee (application packet completed) – April 6
- ii. Retiree Dinner – March 23, 5:30pm, Darr Agr Center – **Canceled due to COVID-19**
- iii. Mission Diploma – April 9
- iv. Expanded Fast Track eligible programs beginning Fall 2020 to include biotechnology, criminal justice, social work, geography, special education and fire protection. <https://dhewd.mo.gov/cbhe/boardbook/documents/Tab12-0320.pdf>
- v. Website for 2 + 2 plans – <https://www.missouristate.edu/2plus2>
- vi. Transfer Center website – <https://www.missouristate.edu/transfer>

##### b. Discussion:

- i. Use of MSU Amazon Business Accounts – **See handout on Policies and Procedures.**
- ii. Tenure & Promotion Decisions & Letters – **Jason DeBode (MGT and Kerri Tassin (SOA) were granted tenure and promotion, and Jenifer Roberts (MFD) was promoted to Associate Professor.**
- iii. FastTrack Program Additions (see website above)
- iv. Update on CBHE Outcomes
  - a) DDSS approval; also submitted to HLC
  - b) St. Charles Community College – MSU Collaboration
- v. Evaluation Kit – Joye – **The University has decided to purchase the program for an additional \$18,000. Each College will be responsible for a share of the cost.**
- vi. STREAM – Closed Caption for Video – Chris, Stacy Rice & Eric Taylor – **If you need assistance with this program, contact the FCTL and speak with either Chris, Stacy or Eric. Demos can be scheduled that will take about 1 hour to conduct. This program is already built into Office 365.**
- vii. Preview of COVID-10 Teaching Readiness
  - a) Status Update: Travel Adjustments – MSU Mgt. Team – Other Universities
  - b) Blackboard-Online-User Information – Chris, Rachelle, Nancy Gordon
  - c) ZOOM – Joye – **250 new ZOOM licenses have been purchased.**
  - d) Available Helps – **If your faculty are uncomfortable with moving their courses online, the FCTL is ready to help.**
- viii. Academic Cost Centers Budget Reduction – **COB has submitted its FY21 budget reduction plan totaling \$397,783. Areas impacted by this round of cuts include**

FGB, MGT, MKT and COB Computing. Funds in excess of the \$397,783 reduction will go into COB salary savings.

- ix. **Cancellation of Spring Break Study Away Programs** – The cancellation of Spring Break Study Away programs will have a significant impact on students needing credit hours for graduation, financial aid, etc. Be as accommodating as possible, within University policy, in assisting students make up the lost SA credits. If a student decides to drop out of the study away program before the end of the semester, they will be reimbursed their tuition.
- x. **IDEA Feedback & Annual Reports** – Stef handed out the IDEA packets. DHs will address takeaways in their annual reports and are encouraged to discuss areas of concern with Dean Meinert.
- xi. **Coronavirus Update** – Dean Meinert will send a message to the faculty re plans for all MSU courses to go online for at least 2 weeks following Spring Break. The MSU Coronavirus Task Force will be meeting tomorrow to figure out the trickle-down-effect this will have on the University. CLT was encouraged to send Dean Meinert questions or concerns for the Task Force in advance of this meeting. Blackboard shells for all courses will be created in the coming days. GAs & Student Workers can still work at the direction of the DHs. When seated classes resume, students with health concerns will need to go through proper channels for an accommodation. The same will be true for COB Faculty & Staff with health issues who are concerned about being on-campus. Dean Meinert recommended all BAC advisors acquire a ZOOM account to support virtual advising sessions.

### **Mark Your Calendars**

Mar 16-20 – Spring Break

Mar 23 – MSU Retiree Recognition Dinner, 5:30pm, Darr Agr Center

Mar 24 – MSU Foundation Giving Day & MSU Birthday Celebration, TBD

Mar 25 – Bears in the Know luncheon, 11:30am, Meyer Alumni Center

Mar 26 – Master Advisor Reception, 4:00pm, Davis-Harrington Welcome Center

April 3 - Bears of Distinction Dinner and Awards Ceremony, 6:00pm, The Old Glass Place

April 4 – MarooNation Volunteer Engagement Forum, 8:00am – 5:00pm, Foster Rec Center

April 4 – Admitted Student Day

April 9 – Mission Diploma

April 10 – University Closed for Spring Holiday

April 17 – Missouri Public Affairs Hall of Fame induction banquet, White River Conference Center, TBD

April 22-24 – Collaborative Diversity Conference

April 23 – COB Awards Dinner

April 24 – EAC Meeting

April 28 – All Faculty Recognition Reception, 3:00pm, PSU Ballroom

April 29 – Impact Summit: College Student Mental Health Conference, (details TBD)

May 2 – Einhellig Interdisciplinary Forum

May 6 – Bears in the Know Luncheon, 11:30am, Meyer Alumni Center

May 14 – BOG Committee & Regular meetings

May 15 – Spring Commencement, 1:00pm (COB, DCOA, Interdisciplinary)

May 25 – University closed in observance of Memorial Day

May 29 – Springfield MarooNation Ball, 7:00pm, The Old Glass Place

June 25 – Administrative planning retreat, details TBD