

# COBA LEADERSHIP TEAM MINUTES

July 6, 2018

Present: Gloria Buchanan, Mark Frank, Kurt Jesswein, Gerald Kohers, Philip Morris, Mitchell Muehsam, Valerie Richards, and Joey Robertson.

1. Approval of Minutes. The minutes were modified and approved.
2. Strategic planning.
  - a. Vectors of differentiation. The Leadership Team discussed vectors of differentiation for the college.
  - b. Strategic initiatives. The Leadership Team discussed potential strategic initiatives and action items for the college. The Dean asked the Leadership Team to think about which ones the college should pursue.
3. SA/PA/SP/IP. The Leadership Team approved the criteria and engagement activities for faculty to maintain their qualifications. The Dean asked the chairs to look at their faculty and let him know where each of them stand.
4. Budget
  - a. Initiative funds. The college received notification from the Budget Office that the college will receive \$40,000 in new initiative funds for soft skills. HEAF funds have not been determined yet. The Dean, Provost, and Terry Blaylock met to go over IT requests to determine which ones IT@Sam will cover.
  - b. DLF funds. The DLF budget was cut 10%. The college will receive \$1,209,475 in DLF funds. The college can make requests of the funds that were cut.
5. Office space. The college has enough office space for the faculty for this upcoming academic year and next year.
6. Assessment update. Dr. Jesswein gave an assessment update. Each department will need to make sure each part of the assessment process is taking place: collecting data, analyzing data, and sharing results. Results from assessment will be shared at the next learning retreat. MATS will need to report assessment data for SACs to Jeff Roberts by August 1st. The college will need to find a volunteer to replace Dr. Jesswein as a MAT for the MBA and EMBA in the fall.
7. Miscellaneous.
  - a. Curriculum changes. New courses, new programs, and changes to course titles will need to be submitted to the Leadership Team for their review by 8/1 before they are submitted to the university curriculum committee.
  - b. TWC courses. The Dean presented information on students who took courses at TWC. Would like to survey the students in the fall.
  - c. Website. The Dean will talk to Dr. Eglsaer about the website.