

COBA LEADERSHIP TEAM MINUTES

July 13, 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. The Leadership Team discussed potential new initiatives they would like to pursue to include any accompanying costs.
3. DLF Budget. The Leadership Team discussed the DLF budget and potential new initiatives.
4. Ghost sections. At the last Planning & Space Management committee meeting the Dean attended, Dr. Thielemann mentioned that, last semester, over 500 sections with zero enrollment were cancelled campus wide. The Dean asked the Chairs to cancel ghosts sections that likely will not be used.
5. Long-term tentative schedule of classes at TWC. The Dean asked the chairs to meet with Mr. Thaler to create a process for scheduling courses at TWC at least a year in advance. Online courses can be included in the rotation of courses offered to satisfy the requirements for completing a specific major at TWC. The Dean also asked the chairs to think about what programs they would like to offer at TWC.
6. Miscellaneous.
 - a. Independent Studies. The Dean is going to ask the Provost if independent study sections can be approved at the chair level only.
 - b. Utilization/Efficiency. The Dean is going to get clarification from Mary Holland about utilization and efficiency measures and how they affect the SUE score.