

COBA LEADERSHIP TEAM MINUTES

Wednesday, February 20, 2019

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. Overview of CAD Meeting.
 - a. QEP update. Brian Loft gave an update on QEP (active learning). There is a QEP presentation on 3/19. The Dean asked the chairs to encourage their faculty to attend.
 - b. Evaluation of non-tenure track faculty. All faculty including non-tenure track faculty need to be evaluated each year. The Dean asked the Chairs to make sure it is documented.
 - c. Strategic scheduling team update. Dr. Maynard gave an update on strategic scheduling. They proposed two options for summer 2020. The Dean wanted input from the Chairs and suggested they take it to the Council of Chairs.
 - d. Evaluation of chairs for promotion. There was a discussion on the evaluation of chairs that are up for promotion.
 - e. Faculty participation on DPTAC. The Provost wants to make sure that faculty are participating on DPTAC.
 - f. New initiative monies and strategic planning. New initiative monies must be tied back to the college's one-page strategic plan. The President's first priority are faculty and staff merit raises.
 - g. Policy revision (online education). Online courses must be approved by SHSU online. The policy revision was approved by CAD.
3. Online Enrollment Management. The Leadership Team had a discussion about students who register late and about saving seats for students who are 100% online.
4. Program Review Update. The Dean asked the Chairs for an update on program reviews. The deadline for feedback is spring break.
5. Financial Aid and CPOS. Courses have to be part of the student's degree plan to qualify for financial aid.
6. Quality ICs. The Dean asked Dr. Jesswein and Dr. Frank to update the proposed policy. The Leadership Team should review the updated document. Will discuss at the next meeting.
7. Strategic Plan. The Dean asked the Leadership Team to come up with action items for the college strategic plan.
8. Summer Research Grants. The Dean said he would update the policy and distribute to faculty. Next year the deadline will be earlier.
9. Miscellaneous.
 - a. Open positions. Will discuss at next meeting.