COBA LEADERSHIP TEAM MINUTES

Thursday, January 29, 2020

Present: Mark Frank, Kristina Grimes, Kurt Jesswein, Gerald Kohers, Philip Morris, Mitchell Muehsam, Joey Robertson and Shani Robinson.

1. <u>Approval of minutes.</u> Minutes were modified and approved.

2. <u>Primary Data Collection/ Student Travel Funds (Dr.Robinson).</u>
   a. Student Travel Funds – Dr. Robinson clarified with the Leadership Team the process through which student travel funds will be distributed upon request from student organizations and individuals. Seeking funds from COBA typically should occur after students contact Student Affairs.
   b. Primary Data Collection – The Leadership Team discussed the possibility of expanding the scope of intent for the money set aside for data collection. The team agreed that there are exceptions that will be considered as long as it stays within the spirit of how the money was intended. It was also clarified that a faculty member should discuss requests for funds with the department chair before submitting their request to the Dean's Office. Once the faculty member has received a response from the Dean's Office regarding funding the department will have the option of also supporting the project.

3. <u>Curriculum.</u>
   a. Survey to Faculty – The Dean presented a proposed survey on the question related to requiring an upper-level Economics course for each COBA major. There was an open discussion regarding each question. The questions were finalized and a comment box will be added at the end of the survey. The Dean will send out an email prior to the survey being sent to explain/encourage participation.
   b. Multi-disciplinary Majors Review - Three committees will be created by the Chairs. Each will be tasked with reviewing one of the college's three multi-disciplinary majors (Entrepreneurship, General Business Administration, and International Business). The committees will report to Dr. Robinson or Dr. Jesswein.

4. <u>New Initiative Process.</u>   The Dean discussed the new initiative process that has been implemented by the budget office (Workiva). The Chairs may submit new initiative requests to the Dean. The Dean's Office will enter the requests into the system. Fawzi will enter all HEAF requests for the college. All requests must be entered into Workiva by February 27th and the Dean's meeting with the budget office will be held on March 6th.

5. <u>CAD/AALT Updates.</u>
   a. DLF 10% fund - The Dean requested the Chairs give suggestions for potential uses of the DLF funds collected by the university. The suggestions were encouraged to be one-time purchases that will have a long-term value for the college.
   b. Student Suicide – Student suicide rates are up at SHSU. There is a great concern and a speaker on the topic (Kevin Hines) is being brought to campus for a presentation (February 12, 2020). Faculty, staff and students will be encouraged to attend.

6. MBA Review. The Dean, at the behest of the Provost, discussed the possibility of having accelerated courses (7.5/8 weeks) in place for the MBA program by spring 2021. A plan for implementing the shortened courses needs to be developed. After which, current MBA students need to be notified.

7. Miscellaneous.
    a. New Assistant Dean - Fawzi Noman will not be required to attend Leadership Team meetings, but may be invited to attend depending on the agenda. He will be included in the distribution of agendas and minutes.
    b. Overloads- The Provost has expressed concern that placing more overloads on tenure track faculty may have a negative effect.
    c. FES Committee - Dr. Robertson asked if any of the Chairs are planning to change committee members. The Chairs will notify the Dean of any changes of faculty on the FES committee.
    d. Time Change of Leadership Team Meetings - Meetings will now be held on Thursday mornings at 9:00am.
    e. IDEA data issue – Dr. Morris raised an issue with the IDEA data that the Accounting DPTAC committee discovered. The data showed that 45 students were enrolled, 43 responded and when reviewed, only 4 students had actually responded. Somer Franklin is looking into the issue.