

COBA LEADERSHIP TEAM MINUTES

Thursday, June 18, 2020

Present: Mark Frank, Kristina Grimes, Kurt Jesswein, Gerald Kohers, Philip Morris, Mitchell Muehsam, Fawzi Noman, Joey Robertson, and Shani Robinson. (Virtual Meeting)

1. Approval of minutes. Minutes for meetings on June 1st and June 9th were modified and approved.
2. CAD Updates.
 - a. Barnes & Noble – The Dean updated the Chairs with the process for ordering textbooks that students would follow when registering if the new textbook model is implemented. At this time the Deans, Dr. Eglsaer, and Heather Thielemann have several concerns that may affect the Cabinet’s decision.
 - b. Haney/Mafrige Request – Brian Loft will not be scheduling classes in the Haney auditorium for the fall semester but we will need to submit any request to move classes into the Mafrige auditorium by July 1st. The Chairs will get any request from their faculty to move to a larger room and send it to the Dean’s office for consideration and to make the scheduling process easier.
 - c. Fall 2020 Semester Planning.
 - i. TWC Night Classes – The TWC night classes will need to meet at least eight times online during the semester. The scheduling of these classes will be left up to the faculty member but must stay within the university’s hybrid guidelines.
 - ii. One Meeting a Week Graduate Classes – The Leadership Team made the decision to allow the departments to create a schedule with their faculty for these courses.
 - iii. Participation/Attendance Credit – Faculty will not be able to lower a student’s grade for lack of participation and/or attendance during the fall 2020 semester. Given the current environment with COVID-19 this may allow multiple appeals if this is a factor in a student’s final grade.
 - iv. Accommodations for Ill or Quarantined Students – Faculty will be expected to work with any ill or quarantined students by making notes available and posting lectures. It may also be necessary to allow them to make up assignments and extend some deadlines.
 - d. Virtual Graduation – A virtual graduation will be held on August 1st, for all spring and summer 2020 graduates. There will be a 45 minute live stream ceremony including a guest speaker (the name has not been announced). The students will then be directed to a graduation link for their college. Each college will prepare a short message for the graduates to view. Their names will be announced and also scroll on the screen. Family and friends will be able to post messages for their graduate on a university Twitter feed.
3. Miscellaneous.
 - a. Spring 2021 – Dr. Morris confirmed the Wednesday start for the spring 2021 semester with the Dean. The Dean has confirmed the date at CAD.
 - b. Fall Faculty & Staff Meeting – The fall meeting will be held in the Orange ballroom at the LSC on August 13th. We will use the entire ballroom to help spread out faculty and staff.
 - c. Returning to Campus After Thanksgiving - SHSU will return to campus after the Thanksgiving break. As a large amount of our students are commuters or live within driving distance the reasoning for closing after Thanksgiving to prevent additional exposures would not apply.
 - d. SHSU layoffs - The Dean confirmed that some employees outside of Academic Affairs were laid off this week.

