

COBA LEADERSHIP TEAM MINUTES

Thursday, December 17, 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 December 3rd were modified and approved.
2. CAD Updates.
 - a. Cabinet Updates.
 - i. Athletics – SHSU athletics is considering a move to the WAC. If this happens WAC will consider the creation of a Texas division. Expect an announcement soon.
 - ii. COVID Testing Kiosk - The testing kiosk will move back to campus in January. After the holiday break employees will be required to show their insurance card for testing.
 - iii. Graduation – Commencement will be held Saturday, December 19th. The Dean will represent the college.
 - b. Vice Provost Report.
 - i. Academic Dishonesty - An Academic Dishonesty Committee comprised of Associate Deans has been formed. Dr. Robinson represents COBA on the committee. Policy and roles of the committee will be reviewed. Once this is complete the committee will create levels of offenses and is looking at creating a campus wide offender list.
 - c. Academic Recovery – SHSU is modeling this program after UNC Greensboro’s program to help students on academic probation/suspension. There will be a new hire to run this program in the future.
 - d. PACE – Todd Primm is stepping down and Brian Blackburne will be taking over starting September 2021. The university will also fill the associate director position for PACE.
3. Scheduling.
 - a. Update (Jesswein) – Scheduling for fall 2021 will be planned for face-to-face instruction. Details on who will enter the schedule is still uncertain at this time. The Chairs and Fawzi will meet to go over large classroom/auditorium scheduling. The deadline for entering the schedule is January 29th.
 - b. 7a/7b Classes – We must finalize the 7a/7b schedule for fall 2021. Dr. Jesswein will finalize the schedules with the Chairs and get input from Mr. Thaler so that we can move forward.
4. DPTAC Meetings. Fawzi and Kristina will attend training to run the DPTAC polling. Fawzi will be the main person and Kristina will be backup for any meetings held at the same time. The Chairs will discuss the process with their department’s DPTAC Chair.
5. Multi-disciplinary Review Committee Reports. The Leadership Team members will read all submitted reports to discuss in early spring. The Dean discussed procedures and how we would handle resource allocations if necessary. This will also be revisited in the spring.
6. Miscellaneous.
 - a. Summer School Scheduling – Classes will be able to meet every day with a remote option.
 - b. Overloads – Dr. Galliard has questioned some waitlist items for COBA classes. The Dean will meet with her to explain the rationale behind COBA’s method of scheduling.

- c. Fall 2020 Grades – GPAs did not substantially decline compared to the last fall and spring semesters. The Dean will share this information with COBA faculty.
- d. COBA Staff Chat – Dr. Robinson gave a brief update on holding the first COBA staff chat.