

# COBA LEADERSHIP TEAM MINUTES

Thursday, August 19, 2021

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

1. Approval of Minutes. Minutes for August 4th were modified and approved.
2. CAD Updates. The Leadership Team received the Dean's notes from CAD prior to this meeting. There was a quick overview with no additional questions.
3. Follow-up Items.
  - a. AoL – The team discussed benefits of requesting data regarding employment after graduation. The Dean will submit the request for this data, and we will move forward once we receive more information.
  - b. Committee Expectations – All college level committees will be required to take minutes and share them with the Associate Dean that is assigned to oversee the committee.
  - c. DLF Allocations Additions – Dr. Jesswein suggested using funds to hire an additional online person to assist Mike Powers. The Dean will set up a meeting with Bill Angrove to discuss this possibility.
  - d. Multi-disciplinary Committees – The team discussed each committee's structure and the recommendations that were submitted. An email will go out from the Dean's Office letting the committees know of any additional submissions that should be completed by fall.
4. Staff Council Spotlight on Staff. Dr. Robinson gave an overview of this award and asked that we work on nominating deserving COBA staff members.
5. Saturday @Sam. The next Saturday @Sam will be held on September 25<sup>th</sup>.
6. Miscellaneous.
  - a. DEI.
    - i. Dr. Aneika Simmons has accepted the position of Interim DEI Director for COBA. An announcement will go out from the Dean's Office to the college.
    - ii. The job duties for the new DEI position will be sent to the Chairs.
  - b. Custodial - There will be no custodial in the building from 5am to 5 pm daily. We will need to contact facilities for emergencies. Kristina will reach out to her contact to give an update on issues we are still having in the building.