

COBA LEADERSHIP TEAM MINUTES

Thursday, September 9, 2021

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

1. Approval of Minutes. Minutes for August 19th were approved.
2. CAD Updates. The Leadership Team received the Dean's notes from CAD prior to this meeting.
 - a. General Glaser - A committee is being formed to review and help form the university's strategic plan.
 - b. Faculty Compensation Review – (Cynthia Bennet) HR is working with a consulting firm on an equity study for faculty salaries. The Deans will be on the oversight committee for this process.
 - c. Search Committee Orientation – There will be mandatory training for committee chairs and members led by HR. This training is meant to assist in achieving richer candidate pools and a more unified process across campus.
 - d. DPTAC – The Leadership team discussed the role of the DPTAC and the reminders/questions that we should share.
 - i. Discussions should be confidential.
 - ii. DPTAC chair should take notes.
 - iii. Should we implement a confidentiality form?
 - iv. Do we need to provide better instructions to the Chair?
 - e. Overload Stipends – The Dean reviewed new overload stipend amounts for each discipline that will be submitted to the Provost for approval. If approved the new amounts will take effect for spring '22. The chairs suggested that this be revisited every three years for adjustment.
3. Scheduling Spring 2022. The Chairs along with Dr. Jesswein and Fawzi will need to work to adjust the room assignments for spring 2022. The Dean will discuss with the Provost the issues that the optimizer program has created for COBA and how it may affect student engagement within the college.
4. Organizational Chart Update. The updated org. chart was presented and approved. The Dean will discuss the new chart and updates at his next one-on-one with the Provost.
5. Pay for Student Workers & Tutors. The Leadership Team approved the per hour rate for student workers to be raised to \$9.50 for departmental offices and \$10.00 for the Dean's Office. The tutor per hour rate will be increased to \$10.00.
6. COBA Communication Liaison. The communication liaison person will be separated from the Dean's Office front desk position. The Dean will ask permission to create a full-time position that will be dedicated to branding and all communication aspects for COBA. The funding for this position will need to come from internal funds until we can request new initiative funding during the next budget cycle.
7. Miscellaneous.
 - a. MS in Applied Economics (Frank) – The committee will be sending the proposed curriculum to the Leadership Team for review.